

## Statement of Licensing Policy Review – Proposed Changes 2023 - 2028

Please note the changes to the Policy detailed below.

Section/Page	Addition/Deletion	Rationale
All	Amend all references to licensing authority:  Licensing Authority	Licensing Authority should be in capitals at start of each word.
Page 1	Add: Front page with LBTH Logo and “ <i>Effective 1<sup>st</sup> November 2023</i> ” then “ <i>The London Borough of Tower Hamlets, STATEMENT OF LICENSING POLICY 2023 – 2028</i> ”	Current policy has now front page.
Page 2	New Contents Page  Change para numbers where needed to reflect additions/deletions.	To reflect changes, note the numbers are added as if the deletions have been removed.
Page 3	Para 7: Replace “vision” with “ <i>Strategic Plan</i> ”	Update
Page 3	Para 8: Delete: “The four major themes that the Council has set out in the Tower Hamlets Partnership’s Community Plan by means of which the vision is delivered are:  <b>A Great Place to Live</b> <b>A Fair and Prosperous Community</b> <b>A Safe and Cohesive Community</b> ”	Update for new Council Strategy.

	<p><b>A Healthy and Supportive Community</b></p> <p>You will find there is more detailed information about the four themes, and how they support One Tower Hamlets at:  <a href="http://www.towerhamlets.gov.uk/lgnl/community_and_living/community_plan/strategic_plan.aspx">http://www.towerhamlets.gov.uk/lgnl/community_and_living/community_plan/strategic_plan.aspx</a>”</p> <p>Replace with:  <i>“The Plan has 8 priorities and is the council’s main plan, which details the most important priorities for the council between 2022 and 2026. These priorities are translated from the Mayor’s vision into the strategic Plan.</i></p> <p><i>You will find there is more detailed information about the eight priorities:</i>  <a href="https://www.towerhamlets.gov.uk/lgnl/community_and_living/community_plan/strategic_plan.aspx">https://www.towerhamlets.gov.uk/lgnl/community_and_living/community_plan/strategic_plan.aspx</a>”</p>	
Page 4	Para 1.1, para 3 Replace “on the 6 <sup>th</sup> April 2017” with “ <i>in December 2022</i> ”	New Guidance
Page 5	<p>After para 3.5 Add:  “4       <i>Equality and Inclusion in Licensed Venues</i></p> <p><i>4.1 As per Tower Hamlets Equality Policy, we want Tower Hamlets to be a place where people have equal access to opportunities and where inequality is actively tackled. Tower Hamlets Equality Policy recognises that this can only be done by working with our partners to advance equality, promote good community relations and tackle discrimination. The Council believes that diversity of our community is one of our greatest strengths and assets. We value the strength that comes with difference and the positive contribution that diversity brings to our community. This includes achieving equality and inclusion in all that we do, to improve the quality of life and</i></p>	Addition of Public Sector Equality, and links to Statement of Licensing Policy. Also, what the expectation of applicants and licence holders in regards to equality.

	<p><i>opportunities for all people who live, work, and visit the borough. The Equality Policy seeks to embed equality throughout the council's plans, services and activities to ensure it is a key driver for everything we do. As a Licensing Authority we want to do all that we can do to ensure our borough is open and accessible to all.</i></p> <p><i>4.2 It is unlawful for any venue to discriminate against anyone based on race, sex, sexual orientation, age, or any of the protected characteristics under the Equality Act 2010. In our view equality and inclusion extends beyond this definition within the 2010 Act. Any type of discrimination be it intentional or subconscious is inherently damaging for the individual, our wider community and our economy. Moreover, it actively harms the interests of licensed premises and the licensed industry.</i></p> <p><i>4.3 Tower Hamlets is a diverse and culturally rich borough. It is a microcosm of London and has the fastest population growth in the country because we are a very special place and people want to live and work here. We have always been a gateway for people of all backgrounds to come and better themselves. As part of London's east end, we are enriched by the significant contributions made by a diversity of communities and migrant groups and boast a proud history of collective action against racism and bigotry. Altab Ali Park is an iconic area in the borough that speaks to the richness of this history. Yet, it is only one of the many Parks that has historical importance within the borough, many of which are often used to host small community events to large music festivals. We want to celebrate and build on this, which means we need to hold ourselves, as well as the venues and businesses we licence to account to ensure that together we continue to promote and offer equal opportunities and inclusive experiences for everyone.</i></p> <p><i>4.4 Duties as a License Holder to Equality</i></p>	<p>Addition of Tower Hamlets Not Place for Hate Campaign as requested by Community Safety</p>
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*Applicants and licensees must make themselves familiar with the law and their responsibilities set out within the Equality Act 2010 and relevant guidance for businesses, which can be found on the Equality & Human Rights Commission website. The 2010 Act makes discrimination against any person (including employees and customers) unlawful. The 2010 Act defines the relevant protected characteristics as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. Any activity in breach of the 2010 Act may be considered an offence and will lead to enforcement by the Equality and Human Rights Commission.*

*As part of Tower Hamlets No Place for Hate (NPFH) Campaign we would encourage all licence holders and new applicants to sign our Organisational pledge against hate. Organisations who sign this pledge are published on the website. This helps promote equality within our borough.*

*[https://www.towerhamlets.gov.uk/lgnl/community\\_and\\_living/community\\_safety\\_crime\\_preve/hate\\_crime/organisational\\_pledge.aspx](https://www.towerhamlets.gov.uk/lgnl/community_and_living/community_safety_crime_preve/hate_crime/organisational_pledge.aspx)*

#### *4.5 Public Sector Equality Duty*

*The Council must have regard to its public sector equality duty under the 2010 Act. In summary a Public Authority must, in the exercise of its functions, have due regard to the need to:*

- eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under this Act.*
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.*
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

- 4.6 Expectation on Licence holders and applicants to equality and inclusivity  
There is no one size fits all approach to making a venue inclusive, and each operator will need to make an assessment of its own practices and policies. However, the following are common and best practice examples that could be adopted:*
- Inclusive and transparent policies (for example, admittance policies may clearly stipulate adherence to a dress code and refusal if there are concerns about a customer; however, they must not prevent admittance based on any of the protected characteristics).*
  - Robust complaints procedures that make it easy for customers who feel they have been discriminated against to raise their concerns and understand how this will be investigated or managed.*
  - Accessible venue layouts that make venues welcoming.*
  - Comprehensive training on equality and inclusion for all staff, which is regularly refreshed.*

*4.7 Using the Licensing Process to promote equality and inclusivity*

*This Authority will use the Licensing Process to ensure both Operators and the Council are compliant in carrying out their legal obligations. This includes:*

- Providing pre-application advice to applicants.*
- Determining licensing applications and reviews.*
- Making representations as a responsible authority.*
- Applying for reviews in appropriate circumstances.*
- Defending appeal decisions*

*In essence this means that the Council through this licensing process will identify applicants that do not provide sufficient information on how they are promoting equality and inclusivity and could make a representation to require that the*

	<p><i>applicant address the issue or explain to members of the Licensing Sub-Committee why they have not done so.</i></p> <p><b>4.8 Tower Hamlets Commitment to Equality and Inclusivity</b></p> <p><i>Over the duration of this Statement of Licensing Policy Tower Hamlets as a Licensing Authority will:</i></p> <ul style="list-style-type: none"> <li><i>• Ensure that any strategy or policy affecting the licensed industry is always underpinned by the promotion of equality and inclusivity.</i></li> <li><i>• Provide where possible advice and support to Licence Holders and Applicants on promoting equality and inclusivity by signposting them to internal and external bodies that can provide expert guidance.”</i></li> </ul>	
<p>Page 7 (10 on reviewed Policy)</p>	<p>Delete Paras 4.13 and 4.14 (now 5.13 and 5.14) and replace with below paras:</p> <p><i>“This Licensing Authority will ensure that any conditions added to a licence/authorisation are enforceable and proportionate and are consistent with the general principles for licence conditions detailed the Secretary of State’s Guidance. We encourage applicants’ responsible authorities and other persons to have regard to this Guidance when considering additional conditions. We also encourage the use of words such as “must”, “shall” and “will” when deciding the wording of any condition.</i></p> <p><i>Licensing laws are not the primary method of for general control of nuisance and anti-social behaviour by individuals once they are away from any licensed premises, thus being beyond the direct control of the Licensee/Certificate holder or holder of any other such authorisation (e.g. Temporary Event Notice). However, it is a key aspect of control and licensing laws will always be part of an overall approach to the management of the evening and night time economy.”</i></p>	<p>Update as per Home Office Guidance, and to give better clarity on wording of conditions.</p>

<p>Page 8 (11 on reviewed Policy)</p>	<p>Delete para 4.16 and 4.17. Add: below para (to become para 5.16):</p> <p><i>“Given the restrictions place upon the licensed trade during the pandemic we recognise the importance and positive benefits that the licensed trade brings to the Borough. This includes not just social benefits for customers, but jobs and associated regeneration, as well as the benefits to the arts in respect to music, dance and other entertainment, all of which celebrates the rich mixture of cultural diversity and creativity that exists within Tower Hamlets.”</i></p>	<p>Paras redundant.</p> <p>Recognition of Licensed Trade’s benefit to Borough.</p>
<p>Page 8 (11 on reviewed Policy)</p>	<p>After para 4,18 (now 5.18) add new Para:</p> <p>A list of responsible authorities can be found in Appendix 1. However, an up-to-date list of Responsible Authorities with contact details can be found here:</p> <p><a href="https://www.towerhamlets.gov.uk/lgnl/business/licences/alcohol_and_entertainment/Responsible-Authorities.aspx">https://www.towerhamlets.gov.uk/lgnl/business/licences/alcohol_and_entertainment/Responsible-Authorities.aspx</a></p>	<p>Ensure Licence holders and applicants are directed to correct up to date information.</p>
<p>Page 8 (11 on reviewed policy)</p>	<p>Para 4.19 (now 5.19) consulting on whether this is still needed or if it should it be kept at 40 metres, or decreased to 30 metre, or increased to 50 metres</p> <p>Para 4.21 (now 5.21) amend paras detailed here to reflect change in para numbering</p>	<p>Consultation found 42.3% of 101 responses to the survey wanted to keep this voluntary consultation as it is – the para will therefore remain as 40 meters.</p>
<p>Page 10 (13/14 on reviewed Policy)</p>	<p>Para 6.2 (now 7.2) after the words “premises licences” Add: “(where the applicant is an individual)”</p> <p>Para 6.3 (now 7.3) Delete: “Those applying”. Add: “Applications”.</p>	<p>Changes as per Home Office Guidance December 2022</p>

	After the word “premises” add: “(where they are an individual)”	
Page 11 (14 on reviewed Policy)	<p>Para 6.4 (now 7.4) after the words “Annex A” delete “the Secretary of State’s Guidance”. Add: “<i>the Home Office’s Employer right to work checks supporting guidance (<a href="https://www.gov.uk/government/publications/right-to-work-checks-employers-guide">https://www.gov.uk/government/publications/right-to-work-checks-employers-guide</a>)</i>”</p> <p>After words “that they have” Delete “permission to be in”. Add: “<i>the right to work in</i>”</p> <p>At the end of the para Add: “<i>As an alternative to using one of the documents listed in the above guidance, applicants may choose to demonstrate their right to work by allowing this Licensing Authority to carry out a check with the Home Office online right to work checking service. As a result, we invite applicants to provide their shared code in their application. This code along with the applicant’s date of birth allows this Licensing Authority to check their immigration status via the online service (<a href="https://www.gov.uk/view-right-to-work">https://www.gov.uk/view-right-to-work</a>).</i>”</p>	Changes as per Home Office Guidance December 2022
Page 11 (15 on reviewed Policy)	<p>After para 6.7 (no 7.7) Add:</p> <p>“</p> <p>8. <i>Representations by “Other Persons”</i></p> <p>8.1. <i>Other person includes any individual, body or business.</i></p> <p>8.2. <i>Representations against or for an application must be in writing, either by post or email. For it to be considered as a valid representation it must:</i></p> <p>a) <i>Be “relevant”, in that it states the reasons for making the representation, which must include how the proposed licence will have an effect or potential effect of the on one or more of the four licensing objectives (see section 5</i></p>	Give clarity to Other Persons making Representations



above),

b) *Include name and full postal address of the person making the representation (Anonymous representations will not be accepted).*

c) *Not be frivolous or vexatious (i.e. concerns issues which, at most, are minor and in relation to which no remedial steps would be warranted or proportionate; or appears to be intended to cause aggravation or annoyance, whether to a competitor or other person, without reasonable cause or justification).*

*8.3. Other persons can also request a representative to make the representation on their behalf. A representative may include a legal representative, a friend, a Member of Parliament, or a local councillor who can all act in such a capacity. In such cases all dialogue and correspondence will be with the Representative.*

*8.4. Representations and Disclosure of personal details*

*Once a valid representation is received unless it is withdrawn by the person/body etc. making the representation the decision on whether to grant the licence/authorisation must be referred to the Licensing Sub-Committee. The Licensing Authority when giving a notice of a hearing to an applicant, is required under the Licensing Act 2003 (Hearings) Regulations 2005 to provide the applicant with copies of the relevant representations that have been made.*

*The Licensing Authority must provide all representations to the applicant unredacted as required by the above legislation. The only exception to this is where licensing authorities consider that the person who has made the*

	<p><i>representation has a genuine and well-founded fear of intimidation. In such circumstances the Licensing Authority will follow the Secretary of State's Guidance and the House of Commons Briefing Paper, dated 6<sup>th</sup> July 2018: Alcohol: objecting to a licence. In these circumstances the Licensing Authority may decide to withhold some or all of the person's personal details from the applicant, giving only minimal details (such as street name or general location within a street). However, withholding such details will only be considered where the circumstances justify such action."</i></p>	
Page 11/12 (16 on reviewed Policy)	<p>Para 7.2 (now 9.2) after the sentence ending "licensing objective." Delete next sentence, which begins "Such steps as...". Replace with:  <i>"The applicant should also list such steps that are required to deal with these identified issues. Both risks and mitigating steps should be included within the applications operating schedule."</i></p>	Requested by Met Police in consultation response.
Page 12 (17 on reviewed Policy)	<p>Para 7.7 (now 9.7) at the end of the second para after the "condition" Add and "s" to condition, and then Add "<i>from our model conditions in appendix 2, to</i>". Then Delete "that", and the "s" from "prohibits", and then delete "as follows" sub paras 1) and 2).</p>	Move conditions to Appendix 3 – Model Conditions.
Page 13 (17 - 19 on reviewed Policy)	<p>After para 7.8 (now 9.8) Delete "Model Pool Conditions can be found in the Secretary of States Guidance."</p>	No longer contain in Home Office Guidance.
Page 13 (17 on reviewed Policy)	<p>After para 7.8 (now 9.8) Add below Paras:  <b><i>"Psychoactive Substances, e.g. Nitrous Oxide (NOx) – Misuse of nitrous oxide is associated with increased antisocial behaviour including littering, noise nuisance and vandalism, all of which are detrimental to residents' quality of life and feelings of</i></b></p>	Updates as per LGA, and response to NOx use, Spiking, changes in public since lifting of

	<p><i>safety. Use of nitrous oxide is also a health concern and has other associated harms.</i></p> <p><i>As a result, this Licensing Authority expects Licence Holders to refuse entry to any person seen use or selling NOx as a psychoactive Substance. Refusals should also be entered into Licence Holders refusals logs.</i></p> <p><i>Where its discretion is engaged this Licensing Authority impose conditions to formally require refusal of persons seen selling or using NOx as a psychoactive Substance.</i></p> <p><b>Drinks spiking</b> – <i>in reference to the Local Governments Association (LGA) Guidance note on drink spiking prevention, this Licensing Authority expects licence holders and applicants to have a zero-tolerance policy towards drinks spiking. This involves as a minimum ensuring all reports of spiking are acted upon and that all incidents of alleged spiking are recorded and reported to the police. Licence holders and applicants should also be aware of the Metropolitan Police’s definition of drink spiking:</i></p> <p><i>“Spiking is where someone adds drugs or alcohol to another person’s drink without them knowing, it is illegal.”</i></p> <p><i>The LGA has set some recommendations for Licence holder, and we would expect our Licence holders to follow these where appropriate to their venues:</i></p> <p><a href="https://www.local.gov.uk/publications/lga-guidance-note-drink-spiking-prevention#recommended-actions-for-licensed-premises-">https://www.local.gov.uk/publications/lga-guidance-note-drink-spiking-prevention#recommended-actions-for-licensed-premises-</a></p> <p><i>Applicants for new and variations of exiting licences as well as those submitting TENs are expected to work with the Metropolitan Police in order to consider actions needed to prevent drinks spiking in their venues/events</i></p>	<p>restrictions, and use of party boats. Gives our stance on these issues and what we expect from applicants/licensees.</p>
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*Where its discretion is engaged this Licensing Authority will impose conditions on licences aimed at preventing drinks spiking, specifically any recommended by the metropolitan police.*

**Welfare and Vulnerability** – *This Licensing Authority believes that all Licensed venues should train their staff in Welfare and Vulnerability Engagement (WAVE). As of 2023 this Licensing Authority in partnership with the Metropolitan Police and the London Borough of Hackney is delivering monthly WAVE training sessions for Licensed venues within both Tower Hamlets and Hackney. As a result, we expect that all Licensed venues who sell alcohol for consumption on their premises should train their staff in WAVE and adopt Ask for Angela or similar initiatives aimed at assisting vulnerability within alcohol licensed venues.*

**Sexual Harassment in the Night Time Economy** – *sadly this is still an issues for women working in and visiting licensed venues in London. As a result, this Licensing Authority encourages Licensed venues to sign up to the Mayor of London’s Women’s Night Safety Charter:*

*<https://www.london.gov.uk/programmes-strategies/arts-and-culture/24-hour-london/womens-night-safety-charter>*

*As well as the Women’s Night Safety Charter we would encourage applicants and licence holders to discuss applications with the Council’s Violence Against Women and Girls Service, who can provide advice and training to venues on preventing misogyny within licensed premises.*

*Lastly, we expect Licence Holders to take a zero-tolerance approach to misogyny within their venues where this is towards customers or employees. We would expect refusal in the first instance of acts of misogyny and reporting to the metropolitan police.*

	<p><b>Party Boats</b> – <i>An increasing number of complaints have been received in London Boroughs that boarder the River Thames in relation to “Party Boats”, which use the River. In respect of this we would encourage applicants for Party Boats to consider adopting the conditions listed in our Model Conditions in Appendix 3, where appropriate to promote the Licensing Objective of Prevention of Crime and Disorder. Furthermore, where its discretion is engaged, this Licensing Authority may add one or more of the boat conditions from our Model Conditions.”</i></p>	
Page 14 (20 on reviewed Policy)	<p>Para 7.12 (now 9.17) Delete “a standard”. Add and “s” to “condition” and Add “to licence where appropriate and proportionate to reduce the risk of receiving smuggled goods and encourage traceability”. Then Delete “as follows” and sub paras 1 to 5.</p>	Move conditions to Appendix 3 – Model Conditions.
Page 15 (20 on reviewed Policy)	<p>Para 7.13 (now 9.18) Delete “in their application form the” and Add “adding the”, then Delete “following conditions:”. Then Add “Olympic Park – Football Ground conditions in our Model Conditions in appendix 3.” Then Delete sub para 1).</p>	Move conditions to Appendix 3 – Model Conditions.
Page 16 (20 on reviewed policy)	<p>After para 8.6 (now 10.6) insert new para:  <i>“<u>Martyn’s Law</u> – This will place a requirement on those responsible for certain locations/premises to consider the threat from terrorism and implement appropriate and proportionate mitigation measures, see link below. Numerous licensed premises within the borough may fall within the scope of this legislation. The law is likely to come into force in 2024/25, or sooner. Thus, Licence holders and applicants should consider the threat from terrorism and implement appropriate and proportionate mitigation measures. In particular they should consider completing Police ACT Training: <a href="https://ct.protectuk.police.uk/">https://ct.protectuk.police.uk/</a> <a href="https://www.protectuk.police.uk/news-views/martyns-law-what-you-need-know">https://www.protectuk.police.uk/news-views/martyns-law-what-you-need-know</a>”</i></p>	Added after consultation with Community Safety. Encourages licence holders to consider the threat from terrorism.

Page 16 (22 on reviewed Policy)	<p>Replace para 9.2 now (11.2) with the below:  <i>“Like many London boroughs, Tower Hamlets has many areas of the borough where businesses and residents are “cheek by jowl” with each other. Thus, the correct balance needs to be adopted ensuring residents are not unduly disturbed by licensed premises, whilst ensuring this does not stifle growth in the licence trade.”</i></p>	<p>Changed following consultation with Environmental Health  - Noise</p>
Page 16 (22 on reviewed Policy)	<p>After para 9.2 (now 11.2) Add the below paras.</p> <p><i>“Though all licensed premises must promote the licensing objectives, and thus actively try to prevent public nuisance being caused by their licensable activities, there are some factors that this Licensing Authority would expect to applicants to consider and where appropriate address in their operating schedule. These are:</i></p> <ul style="list-style-type: none"> <li><i>a) Music/performances Measures to reduce impact of noise on residents</i></li> <li><i>b) Queue management Measure to prevent obstruct access to properties, pavements. Measure to reduce the impact of people noise on residents</i></li> <li><i>c) Ingress and Egress Measure to prevent people noise during ingress and egress</i></li> <li><i>d) Use of outside areas (see 11.7 below)</i></li> <li><i>e) Deliveries, particularly pick-ups by vehicles Measures to prevent noise/fumes from engines, drivers (including smoking),</i></li> <li><i>f) Bottle disposal Done at reasonable time to prevent impact on residents e.g. between 8am and 8pm</i></li> <li><i>g) Litter Measures to prevent littering around the venue from patrons</i></li> </ul>	<p>Changed following consultation with Environmental Health  - Noise</p>

	<p><i>The Licensing Authority appreciates that it would not be necessary or appropriate for all applications to have measures to prevent the above issues. Nevertheless, we will take a strong view on applications for licences that are in close proximity to residential premises, and whose intended use has a higher likelihood of causing public nuisance. This also includes those applications in areas covered by a Cumulative Impact Assessment (CIA). Especially where the applications falls outside the scope of any exceptions to such CIAs.”</i></p>	
Page 16 (22 on reviewed Policy)	<p>Para 9.3 (no 11.4) after the word “identified” Delete the remainder of the sentence and Replace with: <i>“listed above, or any other conditions it considered appropriate and proportionate to promote the licensing condition of prevention of public nuisance.”</i></p>	<p>Better clarity considering para changes above, changed as part of Environmental Health – Nosie response to consultation.</p>
Page 17 (23/24 on reviewed Policy)	<p>After para 9.5 (now 11.8) Add the below Paras:  <i>“<b>Beer Gardens and outside areas</b> – since the ending of the restrictions imposed during the Coronavirus pandemic, we have seen an increase the use of outside areas. This has also been encouraged by Government under the Business and Planning Act 2020. We want to strike the right balance between allowing businesses to thrive whilst still protecting residents of the borough being unduly disturbed by the night time economy. Hence, we would encourage applicants address this concern in their operating schedule by detailing what mitigating measures they intend adopt to reduce any disturbance the use of the outside area is likely to have on neighbouring residents. Such measures could include:</i></p> <ul style="list-style-type: none"> <li>• <i>limiting the amount of patrons permitted in the outside area, and/or,</i></li> </ul>	<p>Addition of our expectation for applicants in relation to Beer Gardens and Outdoor Space, and Party Boats. This is in response to changing trends in recent years.</p>

	<ul style="list-style-type: none"> <li>• <i>restricting the use of areas after a certain time,</i></li> <li>• <i>ceasing its use after a certain time.</i></li> </ul> <p><i>Where disturbance of residence from outside areas is likely, and where its discretion is engaged, this Licensing Authority may add conditions limiting the numbers of person permitted to use any outside areas, and/or seek to cease the use of any outside areas after 21:00 hours.</i></p> <p><b>Party Boats</b> – <i>An increasing number of complaints have been received in London Boroughs that boarder the River Thames in relation to “Party Boats”, which use the River. In respect of this we would encourage applicants for Party Boats to consider adopting the “Boat” conditions, listed in our Model Conditions in Appendix 3, where appropriate to promote the Licensing Objective of Prevention of Public Nuisance. Furthermore, where disturbance of residence from these party boats is likely, and where its discretion is engaged, this Licensing Authority may add one or more of the boat conditions from our Model Conditions.”</i></p>	<p>This has been slight amended by Environmental Health – Noise as part of the response to the consultation, this mainly relates to the bullet points, and first sentence of the Part Boats para.</p>
Page 19 (26 on reviewed Policy)	Para 10.12 (now 12.12), after the word “appropriate” Delete “covert”.	Wrong use of language. Covert suggest surveillance, which this is not.
Page 19 (26 of reviewed Policy)	After para 10.12 (now 12.12) Add new para below: <i>“Where its discretion is engaged this Licensing Authority will consider refusal/revocation in the first instance where test purchases have found venues selling age restricted products to children.”</i>	Clarification of Authority’s position in response to sales of age restricted products to children.



Page 20 (27 on reviewed Policy)	Para 10.15 (now 12.16) after the word “impose” Delete the rest of the sentence and sub paras 1) to 4). The Add: “ <i>“Challenge 25” conditions from our model conditions in appendix 3.</i> ”	Move conditions to Appendix 3 – Model Conditions.
Page 20 (27 of reviewed Policy)	After para 10.15 (now 12.17) Add below para: “ <i>Where proportionate and appropriate, and its discretion is engaged, the Licensing Authority will impose the “Online Deliveries” conditions from model conditions in appendix 3 to ensure adequate age verification systems.</i> ”	Response to changes in deliver of alcohol. Provides Authorities expectation on how we expect applicants to promote the Prevention of Children from Harm Objective if intending to do delivery sales of alcohol. This also covers use of online platforms.
Page 20 (27 on reviewed Policy)	Para 11.2 (now 13.2 after “recommendations of the BBFC” Add full stop and delete the rest of the para.  Delete para 11.3	The policy now refers applicants to the BBFC, which provides national consistency and allows the films to be shown anywhere within the UK.

Page 25 (31 on reviewed Policy)	Delete para 15.2 (now 17.2) Replace with below para:  <i>“However, where the Licensing Authority’s discretion is engaged, it may consider restricting those hours in order to promote the licensing objectives. For example, where representations provide evidence of crime and disorder or public nuisance linked to the premises.”</i>	Better clarity on the Authority’s view, i.e. stronger view on restricting hours in order to promote the licensing objectives.
Page 25 (31 on reviewed Policy)	After para 15.2 (now 17.2) Add below paras:  <b>“Psychoactive Substances, e.g. Nitrous Oxide (NOx) – Misuse of nitrous oxide is associated with increased antisocial behaviour including littering, noise nuisance and vandalism, all of which are detrimental to residents ‘quality of life and feelings of safety. Use of nitrous oxide is also a health concern and has other associated harms.</b>  <i>Where its discretion is engaged this Licensing Authority will consider refusal/revocation in the first instance where there is evidence that a shop, supermarket, or store is or has been selling Psychoactive Substances.”</i>	Provide clarity that where a review application or representation to an application is received relating to the premises has or is selling Psychoactive Substances refusal/revocation will be considered even in the first instance.
Page 28 (33 on reviewed Policy)	Para 17.5 (now 19.5) after “(00:00 to 06:00)” Add: <i>“must pay the levy”</i>	Better clarity
Page 33/34 (40 on reviewed Policy)	Para 22.4 (now 24.4)  Paras 22.6 and 22.7 change the “200 persons” to “500 persons”  Change Paras 22.5 to 22.8 to sub bullets i to iv.	Better clarity and update to legislation (from 200 to 500 persons)

Page 34 (41 on reviewed Policy)	Para 23.1 (now 25.1) after the sentence ending “and addressed” Add: <i>“Completing of such a risk assessment should include checking previous venues where the artists / performers / promoters have performed recently to see if there have been any issues, and any social media sites to check for any potential problems such as a young audience. The risk assessment should consider the provision and numbers of SIA security, search, ejection policy and entry and egress plans. Such risk assessments should be written down, stored for a year, and made available to Responsible authorities upon request.”</i>	Added in response to Consultation response from Met Police.
Page 34 (41 on reviewed Policy)	Delete para 23.2 to 23.4. Replace with below paras: <i>“Licence Holders should discuss their Risk assessments with Metropolitan Police at least 14 days prior to the proposed event.</i>  <i>The additional event/promotion specific risk assessment is for where the venues have events/promotions with different artistes or DJs than their usual DJ/Artistes.”</i>	696 and 696A forms now withdrawn. Clarity on when a Risk Assessment is needed.
Page 34 (41 of reviewed Policy)	Para 23.5 (no 25.4) Delete “standard conditions” and Replace with “ <i>model conditions in appendix 3</i> ”.  After “as suggested in the..” Delete the rest of the sentence and Replace with “ <i>applicants operating schedules, or the licensing authority is engaged, i.e., where relevant representations for any application are received.</i> ”  The Delete “by the Responsible Authorities” at the end of the para.	Added in response to Consultation response from Met Police, and to refer to Model Conditions in Appendix 3.
Page 35 (41 on reviewed Policy)	Delete para 23.6 and 23.7	696 and 696A forms now withdrawn

Page 35 (41 on reviewed Policy)	Para 23.8 (now 25.5) Delete sentence below “ <i>Significant Event</i> ”	696 and 696A forms now withdrawn
Page 35 (41 on reviewed Policy)	Delete bullet number for para 23.9 and move para to sit under para 23.8	Define significant event.
Page 36 (42 on reviewed Policy)	Para 24.2(now 26.2) Delete:  “(these figures are inclusive of Late TENs)”  After bullet starting with “50 times” Add “(inclusive of Late TENs subject to a maximum of 10)” to the end of this bullet.  After bullet starting with “5 times” Add “(inclusive of Late TENs subject to a maximum of 2)” to the end of this bullet	Correct to legislation/guidance changes
Page 36 (42 on reviewed Policy)	Para 24.2 (now 26.2), b) After the number “15” Add * After the number “21” Add **  After d) Add below para: “ <i>The Alcohol Licensing (Coronavirus) (Regulatory Easements) (Amendment) Regulations 2021 has temporarily increased the limits detailed in b) above for 2022 to 2023 (calendar year). * increased to 20 days and ** increased to 26 days.</i> ”	Correct to legislation change as to temporarily increase TEN limits to compensate for restrictions on the hospitality during the pandemic.
Page 37 (43 on reviewed Policy)	Para 24.5 (now 26.5) After the word “temporary event” Delete “, and that the event has been”. Add “. <i>We also expect that events are</i> ”  After “Metropolitan Police” Add: “ <i>and Environmental Health, Noise</i> ”, Replace “before” with “ <i>prior</i> ”	Events should be discussed with both relevant persons i.e. Police and Environmental

		Health, Noise – this give this clarity.
Page 37 (43 on reviewed Policy)	Under para 24.5 (now 26.5) Add: new para 26.6 <i>“Risk Assessments: In order to assist the Metropolitan Police, we would strongly urge that Risk Assessments are either included with the TEN submission or sent to the Police via the details in Council’s Responsible Authority list on their website. Such risk assessments need to include a description of the event, any risks identified with the event such as increased possibility of intoxicated customers, underage attending the event, or perceived drug use, and any mitigating steps that have implemented to address the identified risks. Where promoted music events are taking place at the premises such a risk assessment should include checking previous venues where the artists / performers / promoters have performed recently to see if there have been any issues, and any social media sites to check for any potential problems such as a young audience. The risk assessment should also consider the provision and numbers of SIA security, search, ejection policy and entry and egress / dispersal plans.”</i>	Requested by Police Licensing and added to as in response to Consultation response from Met Police.
Page 37 (43 on reviewed Policy)	Para 24.5 (now 26.5) Change bullet “i” to para 26.7, and Delete “Organisers of outdoor events”, and Add: “TENs relating to outdoor events”  Change bullet “ii” to para 26.8	Better clarity
Page 42/43 (50 of reviewed policy)	Under 27.4 (now 29.4) Add below para (29.5): <i>“The Coronavirus pandemic has demonstrated the need for good contact details, particularly digital ones with Licence Holders. Throughout the pandemic and this Licensing Authority held online meetings with licence holders and continued to keep them up to date with guidance on restrictions as they came in from Central Government. Through this we found that many of the contact details we had for our Licence holders, particularly email addresses where either incorrect or were those of the Solicitors who</i>	Improve contact details for Licence Holders

	<p><i>dealt with the original application at the time. This has also caused issue for licence holders when we notify them of their annual fee with letters sometime going to solicitors' firms rather than the licence holder.</i></p> <p><i>In light of this we expect applicants to include the correct correspondence address for the proposed licence holder in their application, and where possible include an email address for the Licence Holder. We also expect Licence holders to keep this Licensing Authority up to date should the contacts for the Licence holder either address, telephone number or email address change.</i></p> <p><i>This will ensure that if needed the Licensing Authority can contact the Licence Holder promptly, we can and will help to avoid unnecessary suspensions of licences because the reminder letter was not received by the Licence Holder."</i></p>	
Page 43 (50 of reviewed Policy)	Delete paras 28, 28.1, 28.2 and 29, 29.1 and 29.2.	No longer needed as covered in Equality Section above.
Page 47 (54 on reviewed Policy) - Appendix 1	<p>Delete the sentence in brackets after "Appendix 1"</p> <p>After the first para Delete list of Responsible Authorities and Add:  <i>"For a full list of Responsible Authorities please see the link below, which is updated regularly:</i></p> <p><a href="https://www.towerhamlets.gov.uk/lgnl/business/licences/beer_and_entertainment/Responsible-Authorities.aspx">https://www.towerhamlets.gov.uk/lgnl/business/licences/beer_and_entertainment/Responsible-Authorities.aspx</a>"</p>	Ensures applicants etc. view an up to date list of responsible authorities.

Page 55 (60 on reviewed Policy)

Add new Appendix 3 as below:

**Appendix 3**

**Model Conditions**

*The below are a list of model conditions, which are intended to be used by Applicants, Responsible Authorities, or Other Persons making a representation. Where necessary these conditions should be modified in order to be appropriate, proportionate, and enforceable in respect to the type of application.*

*This appendix does not form part of the Statement of Licensing Policy to allow for it to be modified where appropriate to ensure conditions contain fit any new or emerging trends.*

*This basket of model conditions is not an exclusive or exhaustive list of conditions which may be included on a premises licence. It does not restrict any applicant, responsible authority, or interested party from proposing any alternative conditions, nor would it restrict a licensing sub-committee from imposing any reasonable condition on a licence it considers necessary for the promotion of the licensing objectives.*

*Conditions are listed under the Licensing Objective that they most appropriately promote.*

**Key:**

*The second column in the table that follows indicates the types of premises to which the condition in the third column might be of most relevance.*

- A** Restaurants
- B** Public houses, wine bars or other drinking establishments
- C** Café-bars
- D** Hotel bars

New Model Conditions, which can be kept under review to ensure accurate and proportionate model conditions.

- E** Night-clubs
- F** Off-licences (including convenience stores)
- G** Pavement licences
- H** Qualifying clubs
- I** Take-aways
- J** Boats
- H** Other entertainment venues

Number	Suggested Applicable Premises	Condition
<b>Prevention of crime and disorder</b>		
1	A, B	<p><i>Touting:</i></p> <ol style="list-style-type: none"> <li>1. <i>No person shall be employed to solicit for custom or be permitted to solicit for custom for business for the premises in any public place within a 500 meters radius of the premises as shown edged red on the attached plan. (marked as Appendix -)</i></li> <li>2. <i>Clear Signage to be placed in the restaurant windows stating that the premises supports the Council's 'No Touting' policy.</i></li> </ol>
2.	J	<p><i>Boats:</i></p> <ol style="list-style-type: none"> <li>1. <i>For all externally promoted events including DJs, birthday bookings (where the person whose birthday it is aged 25 or under), all football related bookings and for publicly ticketed events, all drinking vessels used in</i></li> </ol>



			<p><i>the venue shall be polycarbonate. All drinks in glass bottles are to be decanted into polycarbonate containers or polycarbonate carafes prior to being served, with the exception of champagne or bottles of spirits with a minimum size of 70cl supplied by waiter/waitress service to tables. Staff shall clear all empty champagne and spirit bottles promptly from the tables. Customers shall not be permitted to leave their table carrying any such glass bottles or drink directly from the bottle.</i></p> <p><i>2. The bar shall close 15 minutes prior to disembarkation, after this no alcohol shall be sold. This is to be announced on the public address system.</i></p> <p><i>3. Passengers shall not be allowed to bring alcohol on board the vessel.</i></p> <p><i>4. The crew shall make a comprehensive safety announcement over the PA system before every departure. This is to include a segment on drink aware and the ejection policy.</i></p> <p><i>5. Any passenger that becomes abusive/aggressive to the crew or other passengers shall be asked to leave the vessel. Such persons will be ejected at the nearest available pier. A duty of care shall be provided for the ejected persons and to consider calling the emergency services.</i></p>	
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			<p>6. <i>Passenger numbers for each trip should be recorded on the Ships AIS system and on-board in the Ships Diary. The capacity of the vessel shall be determined and approved by the Maritime and Coastguard Agency (MCA) and placed on the ships certificate.</i></p> <p>1. <i>All SIA approved staff engaged in supervising or controlling queues as well as engaged in duties on board the vessel shall wear high visibility yellow jackets or vests.</i></p> <p>2. <i>Registered SIA security staff to be on duty during all externally promoted events including DJs, birthday bookings where the person's birthday is between the ages of 16 and 25 and all football-related bookings. "However, this condition shall not apply to externally promoted events which involve events where there is no sale or supply of alcohol and those participating are young persons taking part in a school organised event supervised by teachers or support staff from the school."</i></p> <p>3. <i>The licence holder shall ensure that there is a written risk assessment policy in place for every event to be held on the vessel and be available for inspection by police or authorised officers</i></p> <p>4. <i>The SIA staff and crew will ensure that the pier is clear of all customers prior to leaving the pier. This includes a duty of care on all persons ejected during the duration of the trip.</i></p>		
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			<p>5. <i>It shall be a condition of entry that the customer agrees to an outer clothing and bag search being carried out or refusal of entry will be given, and notices to that effect shall be displayed. SIA Door Supervisors on duty will action as to when and whom is searched and a record of any decisions to be made. All searching shall be supplemented by the use of metal detector wands.</i></p> <p>6. <i>The crew shall patrol all parts of the vessel at regular intervals to check for unruly or unsafe behaviour.</i></p>	
	3.	A-H	<p><i>Smuggled Goods:</i></p> <p>1. <i>The premises licence holder and any other persons responsible for the purchase of stock shall not purchase any goods from door-to-door sellers other than from established traders who provide full receipts at the time of delivery to provide traceability.</i></p> <p>2. <i>The premises licence holder shall ensure that all receipts for goods bought include the following details:</i></p> <p><i>i. Seller's name and address</i></p> <p><i>ii. Seller's company details, if applicable</i></p>	

			<p>iii. <i>Seller's VAT details, if applicable</i></p> <p>iv. <i>Vehicle registration detail, if applicable</i></p> <p>3. <i>Legible copies of the documents referred to in 2) shall be retained on the premises and made available to officers on request.</i></p> <p>4. <i>The trader shall obtain and use a UV detection device to verify that duty stamps are valid.</i></p> <p>5. <i>Where the trader becomes aware that any alcohol may be not duty paid they shall inform the Police of this immediately.</i></p>	
	4.	A, B, C, D, G	<p><u><i>Olympic Park – Football Ground/Special Events:</i></u></p> <p>1. <i>On Match Days for premises licensed for the supply of alcohol for consumption on the premises:</i></p> <p>1) <i>Drinks shall only be supplied in polypropylene or similar plastic and all bottled drinks shall be poured into such drinking vessels before being handed to the customer. These should be made of recyclable materials.</i></p> <p>2) <i>Registered door staff shall be employed to control the entry and exits to the premises and to manage any licensed outside area(s).</i></p>	

			<p>2. <i>No drinks shall be served in glass containers at any time during/whilst* [insert special event] *delete as appropriate</i></p>	
	5.	A-H	<p><i>CCTV/Incident Recording/Reporting</i></p> <p>1. <i>The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Tower Hamlets Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the entire 31-day period.</i></p> <p>2. <i>The CCTV system serving the premises shall:</i></p> <ul style="list-style-type: none"> <li><i>a) be maintained fully operational and in good working order at all times;</i></li> <li><i>b) make and retain clear images that include the points of sale of alcohol and facial images of the purchasers of the alcohol; and</i></li> <li><i>c) show an accurate date and time that the images were made.</i></li> </ul>	

			<p>3. <i>A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested.</i></p> <p>4. <i>No alcohol shall be sold if the CCTV equipment is inoperative for any reason.</i></p> <p>5. <i>An incident log shall be kept at the premises and be available on request to the Police or an authorised officer. It must be completed within 24 hours of any incident and will record the following:</i></p> <ul style="list-style-type: none"> <li><i>a) all crimes reported to the venue;</i></li> <li><i>b) all ejections of patrons;</i></li> <li><i>c) any complaints received concerning crime and disorder</i></li> <li><i>d) any incidents of disorder;</i></li> <li><i>e) all seizures of drugs or offensive weapons;</i></li> <li><i>f) any faults in the CCTV system, searching equipment or scanning equipment;</i></li> <li><i>g) any refusal of the sale of alcohol;</i></li> <li><i>h) any visit by a relevant authority or emergency service.</i></li> </ul>		
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			<p>6. <i>In the event that a serious assault is committed on the premises (or appears to have been committed) the management will immediately ensure that:</i></p> <ul style="list-style-type: none"> <li><i>a) the police (and, where appropriate, the London Ambulance Service) are called without delay;</i></li> <li><i>b) all measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police;</i></li> <li><i>c) the crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and</i></li> <li><i>d) such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.</i></li> </ul>	
	6.	A-H	<p><u>Personal Licence Holder/DPS</u></p> <ul style="list-style-type: none"> <li>1. <i>There shall be a personal licence holder on duty on the premises at all times when the premises are authorised to sell alcohol.</i></li> <li>2. <i>When the designated premise supervisor is not on the premises any or all persons authorised to sell alcohol will be authorised by the designated premises supervisor in writing. This shall be available on request by the Police or any authorised officer.</i></li> </ul>	
	7.	B, C, H, E, H	<u>Security/Searching</u>	

			<ol style="list-style-type: none"> <li>1. A minimum of <i>[insert appropriate number]</i> SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business</li> <li>2. On any occasion that regulated entertainment is provided, not less than <i>[insert appropriate number]</i> SIA registered door supervisors will be engaged to control entry</li> <li>3. At least <i>[insert appropriate number]</i> SIA licensed door supervisors shall be on duty at the entrance of the premises at all times whilst it is open for business.</li> <li>4. At least <i>[insert appropriate number]</i> female door supervisor(s) shall be engaged at the premises at such times as door supervisors are required to be provided.</li> <li>5. Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times they are on duty.</li> <li>6. When the premises is carrying on licensable activities after <i>[insert appropriate time (24HR format)]</i> hours, at least <i>[insert appropriate number]</i> door supervisor(s) will to be on duty at each door used for entry or exit.</li> </ol>		
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			<p>7. No patrons shall be admitted or re-admitted to the premises after <b>[insert appropriate time (24HR format)]</b> unless they have passed through a metal detecting search arch and, if the search arch is activated or at the discretion of staff, then physically searched, which will include a 'pat down search' and a full bag search.</p> <p>8. All persons entering or re-entering the premises shall be searched by a SIA licensed member of staff and monitored by the premises CCTV system.</p> <p>9. A written search policy that aims to prevent customers or staff bringing illegal drugs, weapon or other illegal items onto the premises at any time shall be in place and operate at the premises.</p> <p>10. A clearly visible notice shall be placed at each entrance to the Premises advising those attending that it is a condition of entry that customers agree to being searched and that the police will be informed if anyone is found in possession of controlled substances or weapons. <b>(E)</b></p> <p>11. All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility jackets or vests. <b>(B, E, J)</b></p> <p>12. There must be at the premises a lockable drugs box to which no member of staff, save the DPS and /or</p>	
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			<p><i>[insert other responsible person, e.g. Premises Licence Holder, Manager, etc., as appropriate], shall have access. All controlled drugs (or items suspected to be controlled drugs or 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 Police for appropriate disposal.</i></p>	
8.	E, H	<p><u>External Promoters:</u></p> <p>13. <i>The premises licence holder must submit to the relevant police officer on request a completed risk assessment form as prescribed at least 14 days before any event that is promoted/advertised to the public at any time before the event and features DJ's, MC's or equivalent performing to recorded music.</i></p>		
9.	F	<p><u>Alcohol limits:</u></p> <p>14. <i>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.</i></p> <p>15. <i>No single cans or bottles of beer or cider or spirit mixtures shall be sold at the premises.</i></p>		

		16. <i>All sales of alcohol for consumption off the premises shall be in sealed containers only and shall not be consumed on the premises.</i>	
<b>Public Safety</b>			
10.	A, B, C, D, E, G, J, H	<u>Restrictions on use of glass container:</u> 1. <i>No drinks shall be served in glass containers at any time.</i>  2. <i>All drinking vessels used in the venue shall be polycarbonate. All drinks in glass bottles are to be decanted into polycarbonate containers or polycarbonate carafes prior to being served, with the exception of champagne or bottles of spirits with a minimum size of 70cl supplied by waiter/waitress service to tables. Staff shall clear all empty champagne and spirit bottles promptly from the tables. Customers shall not be permitted to leave their table carrying any such glass bottles or drink directly from the bottle.</i>  3. <i>Notwithstanding 2 above, with the written agreement of the Tower Hamlets Licensing Police, a copy of which will be held at the premises reception, glass drinking vessels may be used for private or pre-booked events within the (specified area).</i>  4. <i>Patrons permitted to temporarily leave and then re-enter the premises,</i>	

			<i>e.g., to smoke, shall not be permitted to take drinks or glass containers with them.</i>
11.	<i>B, E, I &amp; J</i>	<u>Capacity</u>	1. <i>The number of persons permitted in the premises at any one time (including staff) shall not exceed [insert appropriate number] persons[, and such number shall be prominently displayed by each entrance to the premises]*delete as appropriate. [The premises licence holder shall ensure a suitable method of calculating the number of people present during licensable activities is in place] *delete as appropriate.</i>
12.	<i>Unique to Beauty Premises</i>	<u>Hairdresser/Barber/Salons:</u>	1. <i>The sale of alcohol shall only be for consumption by customers, their bona fide guests. For the avoidance of doubt there shall be no sales of alcohol to staff for consumption on the premises.</i>
<b>Prevention of public nuisance</b>			
13.	<i>A, B, C, D, E, J, H</i>	<u>Noise prevention</u>	1. <i>A noise limiter must be fitted to the musical amplification system set at a level determined by and to the satisfaction of an authorised officer of the Environmental Health Service, so as to ensure that</i>

			<p><i>no noise nuisance is caused to local residents or businesses. The operational panel of the noise limiter shall then be secured by key or password to the satisfaction of officers from the Environmental Health Service and access shall only be by persons authorised by the Premises Licence holder. The limiter shall not be altered without prior agreement with the Environmental Health Service. No alteration or modification to any existing sound system(s) should be effected without prior knowledge of an authorised Officer of the Environmental Health Service. No additional sound generating equipment shall be used on the premises without being routed through the sound limiter device.</i></p> <p>2. <i>Loudspeakers shall not be located in the entrance lobby or outside the premises building.</i></p> <p>3. <i>All windows and external doors shall be kept closed after [insert appropriate time (24HR format)] hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.</i></p> <p>4. <i>There shall be no admittance or re-admittance to the premises after [insert appropriate time (24HR format)] except for patrons permitted to temporarily leave the premises to smoke.</i></p>		
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			<p>5. <i>There shall be no sales of alcohol for consumption off the premises after [insert appropriate time (24HR format)].</i></p> <p>6. <i>The licence holder shall enter into an agreement with a hackney carriage and/or private carriage firm to provide transport for customers, with contact numbers made readily available to customers who will be encouraged to use such services.</i></p> <p>7. <i>Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.</i></p> <p>8. <i>Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.</i></p> <p>9. <i>A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open. This telephone number is to be made available to residents and businesses in the vicinity.</i></p> <p>10. <i>The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway.</i></p>		
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			<p>11. <i>Patrons permitted to temporarily leave and then re-enter the premises to smoke shall be restricted to a designated smoking area defined as [insert specific location].</i></p> <p>12. <i>The sale and supply of alcohol for consumption off the premises shall be restricted to alcohol consumed at the outside tables and chairs shown on the licence plan, shall be by waiter or waitress service, served only to a person seated taking a table meal there and for consumption by such a person as ancillary to their meal.</i></p> <p>13. <i>The sale and supply of alcohol for consumption off the premises shall be restricted to alcohol consumed by persons who are seated in an area appropriately authorised for the use of tables and chairs on the highway and bona fide taking a table meal there, and where the consumption of alcohol by such persons is ancillary to taking such a meal, and where the supply of alcohol is by waiter or waitress service only.</i></p> <p>14. <i>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.</i></p>	
14.	A, B, C, D, E, G, J, H	<u>Outdoor areas</u>		

			<ol style="list-style-type: none"> <li>1. <i>The premises licence holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway.</i></li> <li>2. <i>No more than [insert appropriate number] customers will be permitted to enter or remain in [insert specific location] the outdoor areas of the premises at any one time after the hours of [insert appropriate time (24HR format)].</i></li> <li>3. <i>The outdoor area shall not be used by patrons after [insert appropriate time (24HR format)].</i></li> <li>4. <i>All outside tables and chairs shall be rendered unusable by [insert appropriate time (24HR format)] each day.</i></li> <li>5. <i>All tables and chairs shall be removed from the outside area by [insert appropriate time (24HR format)] each day.</i></li> <li>6. <i>Alcohol consumed outside the premises building shall only be consumed by patrons seated at tables.</i></li> <li>7. <i>Patrons permitted to temporarily leave and then re-enter the premises, e.g., to smoke, shall be limited to [insert appropriate number] persons at any one time.</i></li> </ol>	
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15.	A, B, C, D, E, G, I, J, H	<p><u>Waste disposal/collections</u></p> <p>8. No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between [insert appropriate time (24HR format)] hours and [insert appropriate time (24HR format)] hours on the following day.</p> <p>9. No collections of waste or recycling materials (including bottles) from the premises shall take place between [insert appropriate time (24HR format)] and [insert appropriate time (24HR format)] on the following day.</p>	
17.	A-H	<p><u>Litter prevention</u></p> <p>1. All sealed containers of alcoholic drinks offered for sale for consumption off the premises must be clearly labelled or marked with the name and postcode of the premises.</p> <p>2. No advertisements of any kind (including placard, poster, sticker, flyer, picture, letter, sign or other mark) that advertises or promotes the establishment, its premises, or any of its events, facilities, goods or services shall be inscribed or affixed upon the surface of the highway, or upon any building, structure, works, street furniture, tree, or any other property, or be distributed to the public.</p>	

			<p>3. <i>During the hours of operation of the premises, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises, and that this area shall be swept and or washed, and litter and sweepings collected and stored in accordance with the approved refuse storage arrangements by close of business.</i></p> <p>4. <i>Where the premises provide late night refreshment for consumption off the premises sufficient waste bins must be provided at or near the exits.</i></p>	
	18.	J	<p><u>Boats:</u></p> <p>1. <i>Amplified music or regulated entertainment shall not take place whilst the vessel is moored at its [insert address] moorings.</i></p> <p>2. <i>No noise shall emanate from the vessel which gives rise to a nuisance.</i></p> <p>3. <i>Alcohol shall not be taken or consumed off the vessel at any time.</i></p> <p>4. <i>The bar shall close 15 minutes prior to disembarkation, after this no alcohol shall be sold. This is to be announced on the public address system.</i></p>	

			<p>5. <i>Passengers shall be advised by the crew to leave the vessel in a quiet and orderly fashion and not to do anything which is liable to disturb nearby residents. Prominent notices shall be displayed at the entrance and exit points.</i></p> <p>6. <i>All SIA approved staff engaged in supervising or controlling queues as well as engaged in duties on board the vessel shall wear high visibility yellow jackets or vests.</i></p> <p>7. <i>Crew members shall be positioned by the door to help guests disembark and ensure that overcrowding does not become a problem</i></p> <p>8. <i>While the vessel is at the pier music levels will be controlled to ensure no noise shall emanate nor vibration transmitted which gives rise to a Public Nuisance.</i></p> <p>9. <i>Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties (save insofar as they are necessary for the safety of the crew and customers, and for the prevention of crime).</i></p> <p>10. <i>Live or recorded music will not be allowed to commence until the vessel has left any embarkation pier and will cease before the vessel arrives at any disembarkation pier.</i></p>		
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<b>Protection of Children from harm</b>		
19.	A-H	<p><u>Challenge 25:</u></p> <ol style="list-style-type: none"> <li>1. All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale.</li> <li>2. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.</li> <li>3. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer at all times whilst the premises is open.</li> <li>4. All staff whose duties include the serving of alcohol must be trained in the requirements of this scheme including the importance of recording any refusals.</li> <li>5. Entry by children under the age of 18 to [the premises] [a specified part of the premises] is prohibited between [insert appropriate hours].</li> </ol>

			6. <i>Entry by children under the age of [insert appropriate age] to [the premises] [a specified part of the premises] is prohibited unless accompanied by an adult over the age of 18</i>
20.	A-H	<u>Staff Training</u>	<p>1. <i>All staff whose responsibilities include the retail sale of alcohol shall receive training about the prevention of underage sales on induction and then every [insert appropriate number] months thereafter/[insert appropriate number] times a year. This training shall be recorded and the records to be available on request to the Police or any authorised officer. The training to include:</i></p> <ul style="list-style-type: none"> <li><i>a) the operation of the challenge XX scheme;</i></li> <li><i>b) types of acceptable ID;</i></li> <li><i>c) the method of recording challenges;</i></li> <li><i>d) the likely consequences of making an underage sale;</i></li> <li><i>e) refusing sales to persons who appear to be drunk;</i></li> <li><i>f) proxy sales.</i></li> </ul>
21.	A, B, C, D, F, I	<u>Online Deliveries:</u>	<p>1. <i>Every third-party courier delivery box shall be labelled with the words "Age Restricted Product".</i></p>

			<p>2. <i>There shall be mechanism either by an App or on the delivery package to show the delivery rider is aware it is an age restricted product to ensure ID checks are made upon delivery of alcohol.</i></p> <p>3. <i>The premises licence holder will ensure that an age verification policy will apply whereby all delivery drivers/riders will be trained to ask any customer to whom alcohol is delivered, who appears to be under the age of 25 years to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.</i></p> <p>4. <i>Alcohol shall only be delivered to a residential or business address and not to a public place or vehicle.</i></p> <p>5. <i>All off sales deliveries to be in sealed containers.</i></p> <p>6. <i>A warning shall be displayed on the digital platform on which an order is placed informing customers that they must be aged 18 or over to make a purchase of alcohol and notifying customers that the rider will carry out age verification on delivery. The customer will be required to declare that he or she aged 18 or over. If the rider is not satisfied that the customer is aged 18 or over any alcohol in the order will be withheld</i></p>		
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			7. <i>The Licence holder shall notify the Licensing Authority of the digital platform(s) used for the sales of alcohol and any changes to those platforms.</i>	
		<b>Miscellaneous (promotes more than one objective)</b>		
	22.	A, C, D	<p>1. <i>The premises shall only operate as a restaurant:</i></p> <ul style="list-style-type: none"> <li>a) <i>in which customers are shown to their table;</i></li> <li>b) <i>where the supply of alcohol is by waiter or waitress service only;</i></li> <li>c) <i>which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table;</i></li> <li>d) <i>which do not provide any take away service of food or drink for immediate consumption;</i></li> <li>e) <i>which do not provide any take away service of food or drink after 23.00, and</i></li> <li>f) <i>where alcohol shall not be sold or supplied, otherwise than for consumption by persons who are seated in the premises and bona fide taking substantial table meals there, and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.</i></li> </ul> <p>2. <i>The sale of alcohol for consumption on the premises shall only be to a person seated taking a table meal there, and for consumption by such a person as ancillary to their meal.</i></p>	

			<p>3. <i>The sale of alcohol shall be to persons seated at the premises, i.e. table service only.</i></p> <p>4. <i>Sales of alcohol for consumption off the premises shall only be supplied with, and ancillary to a take-away meal.</i></p> <p>5. <i>No more than [insert appropriate figure]% of the sales area shall be used at any one time for the sale, exposure for sale, or display of alcohol.</i></p> <p>6. <i>No vertical drinking.</i></p>		
Page 55 (79 on reviewed Policy)	Appendix 3 (now 4)	Delete John Onslow Address and add new town hall address.			Update.