



City of Westminster

Licensing News

Summary of applications received and determined by Westminster City Council
between the 18th and the 24th January 2016

25th January 2016

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1. Introduction

1.1 About the Licensing Authority and Licensing News

Westminster City Council is the largest Licensing Authority in the United Kingdom receiving over 10,000 applications each year. The council is responsible for considering and determining licence applications for over 60 licensing regimes, ranging from premises that sell alcohol to the performance of hypnotism.

The council does attempt to inform local residents and businesses of applications where the relevant statutory requirements permit local residents to make representations or objections. For certain applications the council will send letters to local residents and businesses. For these applications the council will also place lamppost notices near the relevant premises informing local residents and businesses of individual applications in the local area.

Licensing News is a weekly summary of some of the valid applications that have been received or determined by the council the previous week. This document also contains information that may be useful for local residents and businesses concerning forthcoming Licensing Sub-Committee hearings, where the majority opposed applications are considered; current public consultation on licensing matters and useful contact information.

1.2 Information about applications or decisions

If further information is required relating to an application or a decision listed within this document it can be found via Westminster's online public register. The register enables interested parties the ability to view applications and other relevant public documents. In addition to the council's public register it also provides Licensing Sub-Committee agendas, reports and decisions online.

These online tools have been designed to assist local residents and businesses consider how a licence application may affect their home or personal life; or affect their business. Local residents and businesses can find out more information about any of the applications or decisions referred to within Licensing News by visiting the council's licensing webpages at www.westminster.gov.uk/licensing.

1.3 Licensing Teams

The council has two Licensing Teams which have specific responsibilities. The Street Trading Licensing Team is responsible for all street trading, tables and chairs, loudspeaker and market permissions. The General Licensing Team is responsible for all other licensing regimes. Each team has highly experienced licensing practitioners that are responsible for progressing applications to determination and managing licensing regimes on behalf of the council.

To contact the Licensing Teams please call 020 7641 6500 or alternatively email the relevant Team via the email addresses listed below.

General Licensing Team
licensing@westminster.gov.uk

Street Trading Licensing Team
streettrading@westminster.gov.uk

2. News and Information

2.1 New Statement of Licensing Principles for Gambling – Gambling Act 2005

The City Council agreed its new Statement of Licensing Principles for Gambling at Full Council on the 11th November 2015. This new statement will come into effect on the 31st January 2016 and apply to all applications received by the Council that date. This new statement was a minor revision from the current version. This new statement is available to download at <https://www.westminster.gov.uk/licensing-policies-and-fees>

2.2 Changes to email address for representations and objections

The Licensing Team have a number of email mailboxes which have been established to receive specific emails relating to a licensing regime or have been created for specific teams. To make it simpler to email us and to reduce the need to check numerous email mailboxes we have decided to phase out a number of these mailboxes and provide just three going forward.

From Monday 25th January there will be a new dedicated email address for all representations and objection emails. The email address that should be used going forward by local residents and businesses, resident and amenity societies and responsible authorities is licence-reps@westminster.gov.uk.

Emails that relate to general enquiries or requests for information on the progress of an application should continue to be sent to licensing@westminster.gov.uk. For all enquiries relating to Street Trading licensing and Markets should continue to go to streettrading@westminster.gov.uk.

The following mailboxes will be closed from the 1st March 2016.

- premiseslicensing@westminster.gov.uk
- generallicensing@westminster.gov.uk
- gambling@westminster.gov.uk
- gamblingconsultation@westminster.gov.uk
- licensing-intel@westminster.gov.uk
- LAAS@westminster.gov.uk

Any emails sent to one of the mailboxes which are to be closed from the 1st March 2016 will not be regarded as being served on the Licensing Authority. If you do make representations via email on a regular basis to applications can you please start using licence-reps@westminster.gov.uk.

Please be aware that the council does provide an online facility to make representations or objections to applications via its website. This process is quick and easy and as soon as the representation or objection has been submitted you will receive a receipt of service. To comment on an application please visit www.westminster.gov.uk/comment-on-a-licence-application.

3. Applications received

3.1 Licensing Act 2003 applications received and pending within the consultation period

Ward	Premises	Application	Proposed Change	Last date for objection
Bryanston and Dorset Square	Snowflake, Unit 1, Marble Arch House 44 Edgware Road London W2 2EH	12/01/2016 New Premises Licence 16/00299/LIPN	Not Applicable	09/02/2016
Bryanston and Dorset Square	The Harcourt Arms 32 Harcourt Street London W1H 4HX	15/01/2016 New Premises Licence 16/00449/LIPN	Not Applicable	12/02/2016
Lancaster Gate	Hilton London Hyde Park Hotel 129 Bayswater Road London W2 4RJ	11/01/2016 Variation Premises Licence 16/00216/LIPV	Application is for the approval of alterations to the basement of the hotel to convert the existing function room into 4 additional bedroom, removal of fire exit and minor changes to back of hour areas and for approval of amended basement Premises Licence Plans. In addition the application also requests the removal of licensing conditions relating to the basement function room that will no longer be relevant. Conditions to be removed: Removal of subheading Basement Function Room above condition 11. 21. Door staff to be present at all times to supervise the arriving and departure of patrons when the basement function room is used for functions involving regulated entertainment. 22. The number of persons accommodated (inc staff) in the basement function room at the premises shall not exceed 80.	08/02/2016

Lancaster Gate	Blakemore Hotel 25-31 Leinster Gardens London W2 3WA	19/01/2016 Variation Premises Licence 16/00634/LIPVM	<p>To add the following conditions on the premises licence as follows, as agreed with PS Paul Hoppe:</p> <p>1) The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster 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.</p> <p>2) 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 is 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</p> <p>3) There shall be no sales of alcohol to non-residents after 2300 Monday to Saturday. There shall be no sales of alcohol to non-residents after 2230 hours on Sundays.</p> <p>4) All staff shall receive documented Vulnerable Person / Customer training. All new staff shall receive this training in their induction. All training shall be recorded and be kept on each staff's training record.</p> <p>5) There shall be no payment made by or on behalf of the licence holder to any person for bringing customers to the premises.</p>	02/02/2016
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			<p>6) 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</p> <p>7) An incident log shall be kept at the premises, and made available on request to an authorised officer of the City Council or the Police. It must be completed within 24 hours of the incident and will record the following:</p> <ul style="list-style-type: none"> (a) all crimes reported to the venue (b) all ejections of patrons (c) any complaints received concerning crime and disorder (d) any incidents of disorder (e) all seizures of drugs or offensive weapons (f) any faults in the CCTV system, searching equipment or scanning equipment (g) any refusal of the sale of alcohol (h) any visit by a relevant authority or emergency service <p>8) There shall be no new admission or re-admission, save for smokers, after midnight other than to</p> <ul style="list-style-type: none"> (1) residents of the hotel and their bona fide guests, (2) persons making a legitimate room booking or (3) persons attending a pre-booked function 	
Regent's Park	Crocker's Folly 23 - 24 Aberdeen Place London NW8 8JR	20/01/2016 Variation Premises Licence 16/00715/LIPV	The time 21:00 hours shall be replaced with 22:00 hours in condition 24, 26, 27 and 29. This will enable patrons to sit outside the Premises for an additional hour. The proposed variation shall not apply to the external area to the left of the entrance door as set out in condition 27)	17/02/2016

St James's	The Delauney 55 Aldwych London WC2B 4BB	08/01/2016 Variation Premises Licence 16/00190/LIPV	The proposal is to permit a limited area where customers who wish to take alcohol without food may do so, provided that they are seated at tables and they are served at tables by waiting staff. Conditions 22 and 23 to be removed. Two further conditions to be added relating to restaurant conditions.	05/02/2016
St James's	Burger King Unit 1 Charing Cross Station Strand London WC2N 5HS	08/01/2016 New Premises Licence 16/00209/LIPN	Not Applicable	08/02/2016
St James's	Burger King (uk) Ltd Unit 1 Charing Cross Station Strand London WC2N 5HS	08/01/2016 Variation Premises Licence 16/00222/LIPVM	The application is in respect of minor alterations to the layout of the premises including an internal refurbishment, to create a new storage areas as detailed on plan BD1429/15. There are no changes to the hours or licensable activities.	22/01/2016
St James's	Amba Hotel Charing Cross Charing Cross Hotel Strand London WC2N 5HX	13/01/2016 Variation Premises Licence 16/00320/LIPV	The proposed variation is to extend the provision of late night refreshment from the current hours of Monday to Saturday 23:00 to 01:30 the following day and Sunday 23:00 to 01:00 the following day to the proposed hours of Monday to Sunday 23:00 to 03:00 the following day. To extend the sale of alcohol from the current hours of Monday to Saturday 10:00 to 01:00 the following day and Sunday 12:00 to 00:30 the following day to the proposed hours Monday to Saturday 10:00 to 03:00 the following day and Sunday 12:00 to 03:00 the following day and Sunday 12:00 to 03:00 the following day.	09/02/2016
St James's	Fogg's Tavern First Floor 58 St Martin's Lane London WC2N 4EA	13/01/2016 New Premises Licence 16/00368/LIPN	Not Applicable	10/02/2016

St James's	Murakami Garrick House 63 - 66 St Martin's Lane London WC2N 4JS	15/01/2016 Variation Premises Licence 16/00458/LIPVM	Variation of layout to include splitting the ground floor area to create two separate dining experiences. Modifying the main entrance to the premises to create two separate entrances. Provision of an emergency escape door to the rear of the new area. Replacement of loose seating to front of premises with a new food preparation area. General upgrade of emergency lighting and signage. General refurbishment of the premises. There are not changes to the conditions and hours of the licence, save for the works conditions proposed below: The following conditions to be added to the licence. The variation of the Premises Licence (16/xxxxx/LIPVM) to include splitting the premises into two areas as shown on drawing no. [L14-3076-07-01 B] will have no effect until the works have been assessed as satisfactory by the Environmental Health Consultation Team and this condition has been removed from the Licence. Before the premises open to the public, the plans as deposited will be checked by the Environmental Health Consultation Team to ensure they are an accurate reflection of the premises constructed. Where the premises layout has changed during the course of construction new plans shall be provided to the Environmental Health Consultation Team and the Licensing Authority.	01/02/2016
St James's	Waterstone's 203-206 Piccadilly London W1J 9HD	20/01/2016 Variation Premises Licence 16/00668/LIPVM	To extend the provision of regulated entertainment to include films Monday - Sunday 10:00hrs and 00:00hrs on all existing floors of the premises. All other activities and plans remain the same.	03/02/2016
Vincent Square	Unit 2, Nova Development Victoria Street London	18/01/2016 New Premises Licence 16/00463/LIPN	Not Applicable	15/02/2016

Vincent Square	Social Company (Jason Atherton) Victoria Street London	18/01/2016 New Premises Licence 16/00467/LIPN	Not Applicable	15/02/2016
Vincent Square	Franco Manca, Nova Unit 9 Victoria Street London	18/01/2016 New Premises Licence 16/00473/LIPN	Not Applicable	15/02/2016
Vincent Square	Daisy Green Unit 18 Victoria Street London	18/01/2016 New Premises Licence 16/00476/LIPN	Not Applicable	15/02/2016
Vincent Square	Bone Daddies, Nova Unit 11 Victoria Street London	18/01/2016 New Premises Licence 16/00480/LIPN	Not Applicable	15/02/2016
Vincent Square	Ricker Restaurants, Nova Unit 15 Victoria Street London	18/01/2016 New Premises Licence 16/00485/LIPN	Not Applicable	15/02/2016
Vincent Square	Sticks And Sushi, Nova Unit 5 Victoria Street London	18/01/2016 New Premises Licence 16/00487/LIPN	Not Applicable	15/02/2016
Vincent Square	Sourced Market, Nova Unit 14 Victoria Street London	18/01/2016 New Premises Licence 16/00488/LIPN	Not Applicable	15/02/2016
Vincent Square	Village London, Unit 10 Victoria Street London	18/01/2016 New Premises Licence 16/00508/LIPN	Not Applicable	15/02/2016

Vincent Square	Shake Shack, Unit 13 Victoria Street London	18/01/2016 New Premises Licence 16/00536/LIPN	Not Applicable	15/02/2016
Vincent Square	Sainsbury's 78 - 96 Marsham Street London SW1P 4LY	21/01/2016 Variation Premises Licence 16/00683/LIPVM	The layout of the premises is to be altered as shown on the plan which accompanies this application. The alterations are minor and include the following: 1. Reconfiguration of the cashier/till area. 2. Changes to the size of the gondolas. 3. Reduction in the number of gondolas from three to two.	04/02/2016
Warwick	Rosa's Victoria 25 Gillingham Street London SW1V 1HN	04/01/2016 Variation Premises Licence 16/00044/LIPV	Vary the premises layout to change the location of the main entrance, relocate dispense bar, new fixed seating area in the basement. To permit a start time of 10:00 everyday for the supply of alcohol, To permit a finish time of midnight Monday to Saturday and 23:00 on Sundays for supply of alcohol, To permit a finish time of midnight Monday to Saturday for late night refreshment and remove condition 29 of the premises licence to permit consumption of alcohol in the external seating area (part of the demise).	01/02/2016
West End	Not Recorded Mappin House 4 Winsley Street London W1W 8HF	23/11/2015 New Premises Licence 15/10751/LIPN	Not Applicable	10/02/2016

West End	D.H Stores Ltd Ground Floor 88 Dean Street London W1D 3ST	07/12/2015 Variation Premises Licence 15/11470/LIPVM	<p>Adding the following conditions to the premises license:</p> <ol style="list-style-type: none"> 1) 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 of the City Council at all times whilst the premises is open. 2) A Challenge 21 or 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. 3) All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale. 4) The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster 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. 5) 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 	04/02/2016
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			<p>premises is 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.</p> <p>6) All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.</p> <p>7) Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a locked store room or behind locked grilles, locked screens or locked cabinet doors so as to prevent access to the alcohol by both customers and staff.</p> <p>8) 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.</p> <p>9) No more than (15) % of the sales area shall be used at any one time for the sale, exposure for sale, or display of alcohol.</p> <p>10) There shall be no self-service of spirits on the premises, save for spirit mixtures less than 5.5% ABV.</p> <p>11) Prominent signage indicating the permitted hours for the sale of alcohol shall be displayed so as to be visible before entering the premises, where alcohol is on public display, and at the point of sale.</p> <p>12) There shall be a personal licence holder on duty on the premises at all times when the premises are authorised to sell alcohol.</p>	
West End	You Me Bum Bum Train 113 - 119 Charing Cross Road London WC2H	22/12/2015 New Premises Licence	Not Recorded	01/02/2016

	0EB	15/12062/LIPN		
West End	28/50 17-19 Maddox Street London W1S 2QH	05/01/2016 Variation Premises Licence 16/00085/LIPV	To vary the layout of the premises as follows: Ground Floor: amendment to bar servery and layout; inclusion of external area. Re-designation of area where alcohol can be sold without food Basement: addition of courtyard; new dining counter. Subject to the same conditions, limitations as to bar use and hours as per existing licence.	02/02/2016
West End	Found 111 Floors 3 4 111 Charing Cross Road London WC2H 0DT	06/01/2016 New Premises Licence 16/00102/LIPN	Not Recorded	03/02/2016

West End	Tokimeite 23 Conduit Street London W1S 2XS	06/01/2016 Variation Premises Licence 16/00112/LIPV	Tokimeite restaurant is operated by Zen-Noh Group, the business arm of Japan's largest agricultural cooperative, JA and brings contemporary Japanese dining to the heart of London's Mayfair luxury retail quarter. Created through a collaboration between world renowned Michelin-starred Kyoto chef Yoshihiro Murata and acclaimed designer Yasumichi Morita, Tokimeite is set over three levels, with each space characterised by a unique design aesthetic inspired by the traditions of Japanese crafts and festivals. Following a successful and well received launch of the restaurant in November 2015, Zen-Noh Restaurants London are seeking a variation of the premises licence to extend the permitted hours at the restaurant. These additional hours will permit the restaurant to meet the demand of enabling a second evening sitting at the restaurant. While the primary purpose of the variation is to extend the permitted hours, it was felt sensible to examine the existing premises licence conditions at the same time with a view to updating and revising them to reflect current best practice. With this new set of conditions in place, any concerns held in respect of the new hours applied for, should be mitigated. While the new hours slightly exceed the core hours suggested within the WCC licensing policy, the premises does not lie within the West End Stress Area. There are many similar premises running to these hours in the area. It is felt that with a relatively small capacity and the nature of the clientele, the business will not add to any dispersal issues were the proposed new hours to be granted. The business already has close ties with some of the local hotels in the area and aside from the high levels of public transport available in the area (including the forthcoming Night-Tube), the	03/02/2016
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			<p>majority of customers will either be local (including guests staying at city centre hotels) or depart by taxi / or private hire car. The premises already benefits from high level of passing taxi traffic as well as those arriving / waiting for fares at the hotel on the opposite side of the road. They also have an arrangement in place with a private car hire operator to prioritise collection of customers when they are ordered through the concierge / maitre d' service. The variation also seeks to update the registered address of the Premises Licence Holder.</p>	
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West End	Oliver Maki 9 33 Dean Street London W1D 4PW	12/01/2016 Variation Premises Licence 16/00269/LIPVM	To vary condition number 21. the outside area shown on the plan will be only used when the area has the benefit of a table and chairs licence. Vary to: "The outside are shown on the plan will be only used when the area has the benefit of a table and chairs licence if required."	26/01/2016
West End	Zelman Meats 2 St Anne's Court London W1F 0AZ	12/01/2016 Variation Premises Licence 16/00301/LIPVM	To add conditions to the licence to further promote the licensing objectives, as follows: 1. The extract plant shall be switched off at 23:00 hours. 2. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly. 3. 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. 4. 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. 5. 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.	26/01/2016

West End	G-A-Y Late Royal George 133 Charing Cross Road London WC2H 0EA	13/01/2016 Variation Premises Licence 16/00325/LIPV	To remove the requirement for admission charges to the premises (Condition 23) To remove the requirement that the premises operate as a membership club on Sundays (Condition 24) To remove the requirement that the last entry time of 01:00 on Sundays (Condition 26) To remove condition 25 to provide for the police approved scan system to apply to members attending the premises. To add a new condition to permit the club members priority admission to the premises. To permit a terminal hour for licensable activities of 04:00 Tuesdays to Saturdays To change the registered office at the premises.	10/02/2016
West End	Dog & Duck Public House 18 Bateman Street London W1D 3AJ	13/01/2016 Variation Premises Licence 16/00361/LIPVM	The alterations comprise: a adjustment to bar servery layout on Ground Floor, adjustment to fixed seating layout at the top left of the First Floor	27/01/2016
West End	Mnky House 8 Dover Street London W1S 4LF	18/01/2016 New Premises Licence 16/00517/LIPN	Not Recorded	15/02/2016

West End	Cafe Monico 39 - 45 Shaftesbury Avenue London W1D 6LA	18/01/2016 Variation Premises Licence 16/00546/LIPVM	(I) Amend condition 20 from "No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 23.00 hours and 08.00 hours on the following day" to "No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 23.00 hours and 06.00 hours on the following day" (2) Amend condition 21 from "No collections of waste or recycling materials (including bottles) from the premises shall take place between 23.00 hours and 08.00 hours on the following day" to "No collections of waste or recycling materials (including bottles) from the premises shall take place between 23.00 hours and 06.00 hours on the following day" (3) Amend condition 22 from "No deliveries to the premises shall take place between 23.00 hours and 08.00 hours on the following day" to "With the exception of bakery, newspapers, dairy and fruit and vegetable deliveries which can be delivered from 06.00 hours, no deliveries to the premises shall take place between 23.00 hours and 08.00 hours on the following day" The remaining conditions and terminal hours remain unchanged	01/02/2016
West End	Novikov 50A Berkeley Street London W1J 8DJ	20/01/2016 Variation Premises Licence 16/00681/LIPV	By way of minor change, the correct address of the Premises should be as stated in this application (please note the current premises licence shows line 1 and the post code as incorrect). This variation application is to delete conditions 44 and 45 in their entirety. The applicants have had discussions with the Police Licensing Unit and particularly Sgt Hoppe in relation to their regular submission of requests to the Police pursuant to condition 45 of the Premises Licence. Quite a number of events have been authorised. Police have additionally requested CCTV	17/02/2016

			<p>to review the events, and they have passed off pleasantly and without incident. The conditions were imposed two years ago, and since that time there have been no incidents of a violent nature in the basement. The applicants have met with the Police, and have conducted regular licensing training from external providers. In addition there have been a number of inspections from both Police and WCC enforcement officers. The Police have maintained a careful watch on the premises, and have taken a proactive approach in monitoring the proper use of condition 45. The applicants respectfully contend that the conditions are no longer appropriate and that they have shown that they are managing their premises in such a way as to make the conditions otiose. We understand that the Police now feel able to support the application. The applicants would suggest the addition of the following condition in place of 44 and 45; "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." There is no change proposed to any other conditions, or to regulated hours or regulated activities.</p>	
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3.2 Gambling Act 2005 applications received and pending within the consultation period

None

3.3 Sex Establishment applications received and pending within the consultation period

Ward	Premises	Application	Proposed Change	Last date for objection
West End	Prowler Soho The Shadow Lounge 5 - 7 Brewer Street London W1F 0RE	18/01/2016 Renewal Sex Establishment 16/00459/LISEXR	Not Recorded	16/02/2016
West End	Harmony Adult Centre 103A Oxford Street London W1D 2HG	21/01/2016 Renewal Sex Establishment 16/00702/LISEXR	Not Recorded	17/02/2016
West End	Harmony 99A Charing Cross Road London WC2H 0DT	21/01/2016 Renewal Sex Establishment 16/00721/LISEXR	Not Recorded	17/02/2016

3.4 Sexual entertainment venue applications received and pending within the consultation period

Ward	Premises	Application	Proposed Change	Last date for objection
West End	La Capannina Basement 21 Bateman Street London W1D 3AL	14/01/2016 Renewal Sex Establishment 16/00394/LISEVR	Not Recorded	10/02/2016

3.5 Other applications received and pending within the consultation period (totals)

Number of Applications	Application	Type of Application
2	Special Treatment	New
2	Special Treatment	Renewal
1	Special Treatment	Variation

4. Applications determined

The Council will consider applications and then determine them based on the requirements of the relevant licensing regime and council policy. There are three ways that applications for permissions are determined and the determination process varies depending on the relevant licensing regime. Applications that are opposed by residents, businesses or a responsible authority, such as the police will normally be put before a Licensing Sub-Committee which is made up of three Councillors.

Some street trading and market applications will be determined at a Licensing Officer Panel. This panel is made up of three senior managers of the Public Protection & Licensing Department. Applications that are unopposed or an agreement is met following an objection is made will be determined by an officer and granted under delegated authority.

4.1 Licensing Sub-Committee – Summary of last week's decisions

Licensing Sub-Committee – Thursday 21 January 2016 10.00am

Godo, 90 Piccadilly, W1 (West End Ward / not in cumulative impact area) – This was an application for a new premises licence. The Applicants wished to run the premises as an Italian restaurant for a time limited period until 31 March 2016. This would assist them in advertising their online business. The Applicants advised that there were a number of amendments to their application including that the proposed terminal hour for the sale of alcohol (on sales only) and closing time would be 23:00 hours Monday to Saturday and Sunday 22:30. As a result there would be no late night refreshment applied for. The amendments addressed most of Environmental Health's and the Police's key concerns. Residents who had objected to the application had a number of concerns. These included this particular part of Piccadilly once again becoming a destination area, that there were no public toilets and the proposal for patrons to use toilets 20 yards away was unacceptable and also that they did not believe the Applicants had acted in an entirely neighbourly fashion. An event had been held at the premises which had music playing outside and a car and motorbikes used by the Applicants had been parked on double yellow lines. One of the residents requested that if the licence was granted, licensable hours should be limited to 22:00. In response to questions from the Sub-Committee regarding the views of the residents, the Applicants stated that they were willing to reduce their terminal hour and opening hour to 22:30 Monday to Sunday.

The Sub-Committee decided to grant the terminal hour and opening hour of 22:30 at the pop-up restaurant for the time limited period sought. The proposed hours were within the Council's Core Hours policy and Godo is not located in the cumulative impact areas. The Sub-Committee attached a number of conditions including Environmental Health's suggestions that an appropriate member of staff would be available to accompany customers to the toilets provided at all times and that no licensable activities would take place until the premises and the associated toilet provision was assessed as satisfactory by Environmental Health. The Sub-Committee made the point that whilst parking matters were not in their remit, the Council did take a dim view of any vehicles being parked illegally.

Shepherds Tavern, 50 Hertford Street, W1 (West End Ward / not in cumulative impact area) – This was an application for a variation of the premises licence. The Applicants were seeking to change the layout of the first floor so as to add a bar and remove the restrictions on trading hours on the first floor so they could operate the same hours on Good Friday and Christmas Day as on other days (10:00 to 23:00 on Good Friday and Christmas Day for the sale of alcohol unless Christmas Day was on a Sunday which would mean the hours were 12:00 to 22:30). An extra ‘supper hour’ was allowed on the existing premises licence when alcohol was ancillary to a meal and the Applicant also wanted the option for this to apply to Good Friday and Christmas Day.

The Sub-Committee granted the application, considering that the Shepherds Tavern is not located in a cumulative impact area. There was no reason to believe the proposals would undermine the licensable objectives. The first floor would be managed by staff. The Applicants had also agreed four conditions proposed by Environmental Health prior to Environmental Health and the Police withdrawing their representations. These included supervising any drinking or smoking outside the premises and a direct telephone number for the manager at the premises being made available to local residents and businesses.

4.2 Licensing Act 2003 applications granted

Ward	Licence Type	Reference	Premises	Address	Determined Date
Marylebone High Street	Premises Licence - New	15/04815/LIPN	Thats Vapore	7 Baker Street London W1U 3AH	20/01/2016
St James's	Club Certificate - Variation	14/06349/LICV	Garrick Club	15 Garrick Street London WC2E 9AY	19/01/2016
St James's	Premises Licence - New	15/03546/LIPN	M W Restaurants	Kingsgate House 66 - 74 Victoria Street London SW1E 6SQ	20/01/2016
St James's	Premises Licence - New	15/05289/LIPN	Itsu	2-4 Neal Street London WC2H 9LY	21/01/2016
St James's	Premises Licence - Variation - Minor	15/06469/LIPVM	The Garrick Arms	8-10 Charing Cross Road London WC2H 0HG	18/01/2016
St James's	Premises Licence - Variation - Minor	15/06846/LIPVM	Little Wu	64 Shaftesbury Avenue London W1D 6LU	18/01/2016
St James's	Premises Licence - Variation	15/08814/LIPV	Picturehouse Central	Trocadero 13 Coventry Street London W1W 7DH	19/01/2016
St James's	Premises Licence - Variation	15/09428/LIPV	Waterstone's	203-206 Piccadilly London W1J 9HD	19/01/2016

St James's	Premises Licence - Variation	15/10026/LIPV	The Garrick Arms	8-10 Charing Cross Road London WC2H 0HG	18/01/2016
St James's	Premises Licence - Variation - Minor	15/10272/LIPVM	67 Pall Mall	Basement To Mezzanine Floor 67 Pall Mall London SW1Y 5ES	21/01/2016
Warwick	Premises Licence - Variation	15/02977/LIPV	Travellers Tavern	4 Elizabeth Street London SW1W 9RB	20/01/2016
West End	Premises Licence - New	14/10048/LIPN	Le Menar	1A Shepherd Street London W1J 7HJ	19/01/2016
West End	Premises Licence - New	15/06907/LIPN	Shepherds Market Fine Wine	21 Shepherd Market London W1J 7PN	19/01/2016
West End	Premises Licence - New	15/06965/LIPN	Blade Soho	26 Frith Street London W1D 5LE	19/01/2016
West End	Premises Licence - Variation - Minor	15/07860/LIPVM	Ponti's Italian Kitchen	Basement And Ground Floor 5 - 7 John Prince's Street London W1G 0JL	21/01/2016
West End	Premises Licence - Variation - Minor	15/08056/LIPVM	Peter Stringfellows' Angels Soho	201-203 Wardour Street London W1F 8ZD	20/01/2016
West End	Premises Licence - New	15/08161/LIPN	The Fitzroy Place Residential 'Club' Lounge	Pearson Square	21/01/2016
West End	Premises Licence - Variation - Minor	15/11817/LIPVM	Top Dog Eats	Basement And Ground Floor 48 Frith Street London W1D 4SF	19/01/2016

4.3 Licensing Act 2003 applications refused

None

4.4 Licensing Act 2003 applications withdrawn

None

4.5 Gambling Act 2005 applications granted

None

4.6 Gambling Act 2005 applications refused

None

4.7 Gambling Act 2005 applications withdrawn

None

4.8 Other applications granted

Ward	Licence Type	Reference	Premises	Address	Determined Date
Church Street	Temporary Traffic Order Only	15/11524/HLTTO	Not Applicable	70 - 76 Bell Street London NW1 6SP	19/01/2016
Churchill	Special Treatment - Renewal	16/00336/LIMSTR	FPJ Shoe Repair And Nail Salon	127 Lupus Street London SW1V 3EN	21/01/2016
Hyde Park	Temporary Traffic Order Only	15/10459/HLTTO	Not Applicable	Westbourne Terrace London	18/01/2016
Hyde Park	Special Treatment - Renewal	16/00457/LIMSTR	GoldHair Limited	103 Praed Street London W2 1NT	19/01/2016
Knightsbridge and Belgravia	Crane Only	15/10691/HLCRN	Not Applicable	Ennismore Gardens London	18/01/2016
Marylebone High Street	Special Treatment - New	15/08879/LIMSTN	Evanescence Cosmetics	1 Harley Street London W1G 9QD	19/01/2016
Marylebone High Street	Temporary Traffic Order Only	15/11316/HLTTO	Not Applicable	Cross Keys Close London	21/01/2016
Marylebone High Street	Special Treatment - New	15/11330/LIMSTN	The Hair Salon	Selfridges 400 Oxford Street London W1A 1AB	20/01/2016
Marylebone High Street	Special Treatment - Renewal	16/00442/LIMSTR	The New York Laser Clinic	34A Paddington Street London W1U 4HG	19/01/2016
St James's	Temporary Traffic Order Only	15/08491/HLTTO	Not Applicable	Great Newport Street London	21/01/2016
St James's	Special Treatment - Variation	15/10476/LIMSTV	The Savoy Hotel	Savoy Hotel 1 Savoy Hill London WC2R 0BP	20/01/2016

St James's	Temporary Traffic Order Special Events	15/10613/HLTTSE	Not Applicable	Great Scotland Yard London	20/01/2016
St James's	Temporary Traffic Order Special Events	15/10632/HLTTSE	Not Applicable	Whitehall Place London	20/01/2016
St James's	Special Treatment - Variation	15/10634/LIMSTV	Not Applicable	75B Victoria Street London SW1H 0HW	20/01/2016
St James's	Temporary Traffic Order Only	15/11176/HLTTO	Not Applicable	Development Site At Former Westminster College Castle Lane London	18/01/2016
St James's	Temporary Traffic Order Only	15/11195/HLTTO	Not Applicable	Russell Court London	18/01/2016
St James's	Crane Only	15/11475/HLCRN	Not Applicable	St James's Street London	21/01/2016
St James's	Temporary Traffic Order with Crane	15/11649/HLTTOC	Not Applicable	Babmaes Street London	19/01/2016
St James's	Temporary Traffic Order Only	15/11940/HLTTO	Not Applicable	Piccadilly London	21/01/2016
St James's	Crane Only	16/00239/HLCRN	Not Applicable	Piccadilly London	19/01/2016
St James's	Gambling Permit - LPGM Notification	16/00481/LIGPN	Hub By Premier Inn	15 Dacre Street London SW1H 0DJ	19/01/2016
St James's	Gambling Permit - LPGM Notification	16/00484/LIGPN	Hub By Premier Inn	21 Tothill Street London SW1H 9LL	19/01/2016
West End	Temporary Traffic Order with Crane	15/09763/HLTTOC	Not Applicable	New Bond Street London W1S 1RT	18/01/2016
West End	Temporary Traffic Order Only	15/10523/HLTTO	Not Applicable	Gosfield Street London	21/01/2016

5. Temporary Event Notices received

Temporary Event Notices (TEN's) can be made by any person who wishes to use a premises to provide regulated entertainment, late night refreshment and/or sell alcohol under the provisions of the Licensing Act 2003. A TEN only authorises the licensable activities during the time specified on the TEN and these activities are limited for a period of no more than 168 hours with a maximum capacity of up to 499 people. There are also limitations on the number of TEN's that can be used for premises as well as limitations on the number a person can submit to the Council. The only authorities that can oppose TEN's are the Council's Environmental Health Consultation Team and Westminster's Metropolitan Police Licensing Team. A TEN can only be opposed if it is considered to not promote one or more of the licensing objectives under the Act.

Ward	Premises	Notice Details	Event
Knightsbridge and Belgravia	Imperial College Students Union Beit Quad Beit Hall Prince Consort Road London SW7 2BB 16/00465/LITENP	First Date of Event: 03/02/2016 Start Time: 01:00 Last Date of Event: 04/02/2016 Last Time: 02:00	Sports fixture results celebration.
Knightsbridge and Belgravia	Not Recorded Royal College Of Music Prince Consort Road London SW7 2BS 16/00569/LITENP	First Date of Event: 29/01/2016 Start Time: 23:00 Last Date of Event: 30/01/2016 Last Time: 01:00	Late License time extension for a Student Union Event for Students at the RCM. All other conditions of the license will still apply.
Regent's Park	London Business School London Business School Sussex Place Regents Park London NW1 4SA 16/00699/LITENP	First Date of Event: 07/02/2016 Start Time: 23:00 Last Date of Event: 08/02/2016 Last Time: 03:00	North America Student Club viewing live coverage of the Super Bowl event with alcohol being served. The School will provide security to cover the event.
St James's	Foundation Basement 5 Langley Street London WC2H 9JA 16/00512/LITENP	First Date of Event: 15/02/2016 Start Time: 00:30 Last Date of Event: 15/02/2016 Last Time: 03:00	

St James's	Foundation Basement 5 Langley Street London WC2H 9JA 16/00512/LITENP	First Date of Event: 15/02/2016 Start Time: 00:30 Last Date of Event: 15/02/2016 Last Time: 03:00	Promoted Event - Mint Social Valentines Events 1. Last entry time will be 01:30 hours, save for smokers. 2. Door staff at the entrance to the premises will wear high vis jackets. 3. The conditions of the premises licence will be adhered to for the duration of the TEN. 4. Speaker shall not be located in the entrance lobby areas or outside the premises. 5. Patrons temporarily leaving the premises shall not take any drinks of any kind with them outside after 01:00 hours. 6. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
St James's	Foundation Basement 5 Langley Street London WC2H 9JA 16/00561/LITENP	First Date of Event: 02/02/2016 Start Time: 01:00 Last Date of Event: 02/02/2016 Last Time: 03:00	
St James's	Foundation Basement 5 Langley Street London WC2H 9JA 16/00561/LITENP	First Date of Event: 02/02/2016 Start Time: 01:00 Last Date of Event: 02/02/2016 Last Time: 03:00	Corporate Event - Busaba Restaurants
St James's	Royal College Of Surgeons Of England Ground Floor To Fourth Floor 35 - 43 Lincoln's Inn Fields London WC2A 3PE 16/00611/LITENN	First Date of Event: 23/07/2016 Start Time: 16:00 Last Date of Event: 24/07/2016 Last Time: 01:00	Wedding ceremony and reception.
St James's	Exchange Bar 32 Gerrard Street London W1D 5PP 16/00661/LITENP	First Date of Event: 13/02/2016 Start Time: 19:00 Last Date of Event: 17/02/2016 Last Time: 22:00	We have two events in a 7-day period where we like to serve alcohol. Both events are ticketed musical performances. The first is a piece by a digital music composer Andy Leung as the premiere of his new album. The overall event will take up to 2 hours from 19:00 to 21:00. Alcoholic drinks will be on sale at a bar in the

			performance space on the 3rd floor from 19:00 to 21:00. The second is an evening of opera presented by the National Opera Studio from 19:30 to 22:00. Sparkling wine will be on sale from a cash bar as the audience arrive and during the interval.
St James's	Library 112 St Martin's Lane London WC2N 4AZ 16/00679/LITENN	First Date of Event: 06/03/2016 Start Time: 00:30 Last Date of Event: 06/03/2016 Last Time: 03:00	Professional networking event to pre-invited guests. Bar closing at 2.30am all guests leaving the premises by 3.00am. All relevant Premises License conditions to apply. SIA registered door supervisor on duty throughout the period of the TEN.
West End	The Warwick 1-2 Warwick Street London W1B 5LR 16/00516/LITENP	First Date of Event: 28/03/2016 Start Time: 00:30 Last Date of Event: 28/03/2016 Last Time: 03:00	
West End	The Warwick 1-2 Warwick Street London W1B 5LR 16/00516/LITENP	First Date of Event: 28/03/2016 Start Time: 00:30 Last Date of Event: 28/03/2016 Last Time: 03:00	Extension of Hours - Easter Weekend 1. Last entry time, save for smokers 02:30 hours. 2. The conditions of the premises licence will be adhered for the duration of the TEN. 3. Door staff at the entrance to the premises will wear his vis jackets.
West End	Little House 2 Queen Street London W1J 5PA 16/00530/LITENP	First Date of Event: 14/02/2016 Start Time: 22:30 Last Date of Event: 15/02/2016 Last Time: 04:00	Operational conditions will apply except conditions 33 and 39 Advanced guest list will be in use and this will be retained for 31 days after the event. CCTV will be operation. There shall be a minimum of 3 sia on duty for the event from 23.00 Transport for attendees away from the venue will be arranged by the venue in conjunction with Universal Pictures

6. Forthcoming Licensing Sub-Committee Hearings

The Council will consider and determined the majority of opposed applications at a Licensing Sub-Committee hearing. These hearings are normally held every Thursday at 10am in Westminster City Hall. The reports relating to the agenda items will be published one week before the hearing. The attendance list, agenda and reports can be viewed and download from the council's website. The council will also make the decisions from previous hearings available for the relevant hearing date.

You can view the forthcoming attendance list, agenda and reports as well as view decisions from previous hearings by visiting www.westminster.gov.uk/licensing-subcommittees-agendas-reports-and-decisions and then click on the Committee Calendar search button to find the relevant hearing.

If you are viewing this document online a link to the relevant Licensing Sub-Committee hearing page has been provided so that you can view the relevant documents for that hearing. To do this click on the Licensing Sub-Committee date for each of the hearings listed below.

Licensing Sub-Committee: 28 th January 2016				
Licence Number	Application Type	Name Of Premises	Ward	Variation
15/11159/LIPV	Premises Licence - Variation	Dorset Square Hotel, 39-40 Dorset Square London NW1 6QN	Bryanston and Dorset Square	PART A To increase the hours for licensable activities until 23:30 Monday to Thursday and midnight Friday and Saturday, in accordance with the Council's Core Hours Policy. PART B To permit off sales. PART C To permit the provision of licensable activities for hotel residents and their bona fide guests 24 hours a day. PART D To include the entire premises within the licensed area. PART E To remove the following conditions attached to the premises licence, as they are no longer considered necessary or appropriate to promote the licensing objectives, and, in relation to conditions 10, 11 and 13, refer to outdated plans: 10. In all floors other than the basement

				<p>of the premises there shall be no sale or supply of intoxicating liquor other than to residents of the hotel and their bona fide guests. 11. In the area of the basement of the premises coloured pink on the deposited plan, substantial food and suitable beverages other than intoxicating liquor (including drinking water) shall be equally available at all times. 12. There shall be no direct access from the street to any bar. 13. The sale and supply of alcohol shall be confined to the areas coloured pink on the deposited plan. 14. Alcohol shall not be sold, supplied, consumed in or taken from the premises except during permitted hours. In this condition, permitted hours means: (a) On weekdays, other than Christmas Day, Good Friday or New Year's Eve, 10.00 to 23.00. (b) On Sundays, other than Christmas Day or New Year's Eve, 12.00 noon to 22.30. (c) On Good Friday, 12.00 to 22.30. (d) On Christmas Day, 12.00 to 15.00 and 19.00 to 22.30. (e) On New Year's Eve, except on a Sunday, 10.00 to 23.00. (f) On New Year's Eve on a Sunday, 11.00 to 22.30. (g) On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day (or, if there are no permitted hours on the following day, 00.00 midnight on 31st December). NOTE - The above restrictions do not prohibit: (a) during the first twenty minutes after the above hours the consumption of the alcohol on the premises; (b) during the first twenty minutes after the above hours, the taking of the alcohol from the premises unless the alcohol is supplied or taken in an open vessel; (c) during the first thirty minutes after the above</p>
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			<p>hours the consumption of the alcohol on the premises by persons taking table meals there if the alcohol was supplied for consumption as ancillary to the meals; (d) the sale or supply of alcohol to or the consumption of alcohol by any person residing in the licensed premises; (e) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered; (f) the sale of alcohol to a trader or registered club for the purposes of the trade or club; (g) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces; (h) the taking of alcohol from the premises by a person residing there; (i) the supply of alcohol for consumption on the premises to any private friends of a person residing there who are bona fide entertained by him at his own expense, or the consumption of alcohol by persons so supplied; (j) the supply of alcohol for consumption on the premises to persons employed there for the purposes of the business carried on by the holder of the licence, or the consumption of liquor so supplied, if the liquor is supplied at the expense of their employer or of the person carrying on or in charge of the business on the premises. In this condition, any reference to a person residing in the premises shall be construed as including a person not residing there but carrying on or in charge of the business on the premises. Condition 15: No person under fourteen shall be in the bar of</p>
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15/11300/LIPV	Premises Licence - Variation	Gallery Public House, 1 Lupus Street London SW1V 3AS	Tachbrook	To vary the plans attached to the existing premises licence so as to incorporate a change of layout, namely:- - Infill of the first floor void to increase floor space; - Inclusion of addition fixed seating at first floor; - Replacement of side double doors with inclusion of rear side door escape and lobby; - Revised plans better denotes the licensable area. No other changes are sought.
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Please be aware that the following Licensing Sub-Committee hearing agendas can change following a request for an adjournment, withdrawal of the application or if an agreement is reached by the applicant and those opposing the application.

Licensing Sub-Committee: Thursday 4th February 2016				
Licence Number	Application Type	Name of Premises	Ward	Variation
15/01317/LIREVP	Review of a Premises Licence	West 9 Food & Stores, Basement And Ground Floor 350 Harrow Road London W9 2HP	Westbourne	Not Applicable
15/09112/LIPV	Premises Licence - Variation	Cleveland Arms Public House, 28 Chilworth Street London W2 6DT	Lancaster Gate	To increase the hours of opening times to allow the sale of breakfast. Not seeking to increase licensable hours. Internal changes to increase the space available for licensable activities i.e. the basement area. Limited to 90 including staff (no change) Extra male and female toilet facilities to be added. This variation is not to have effect until 01022016.
15/11137/LIPV	Premises Licence - Variation	New Cavendish Club, 44 Great Cumberland Place London W1H 7BS	Bryanston and Dorset Square	To add the external terrace area on the first floor of the premises. To remove condition 18 of the premises licence. To add a new condition stating 'The First Floor Terrace shall be vacated by 22:00 and to add a new condition stating 'The

				supply of alcohol on the terrace shall be by waiter waitress service only'.
15/11328/LIPN	Premises Licence - New	The Melt Room, 26 Noel Street London W1F 8GY	West End	Not Applicable
15/11508/LIPN	Premises Licence - New	The Marylebone Tup, 93 Marylebone High Street London W1U 4RE	Marylebone High Street	Not Applicable
15/11692/LIPV	Premises Licence - Variation	Shackfuyu, Basement And Ground Floor 14 Old Compton Street London W1D 4TH	West End	The application proposes changes to the premises layout, including: Basement: 1. Replacement of bar area with dining room; 2. General improvements to back-of-house areas and kitchen. Ground floor: 1. Introduction of dining counter and bar (previously located in basement). 2. Changes to seating layout. 3. Removal of pizza oven. The primary proposal relates to the relocation of the basement bar to the ground floor as a new dining counter and bar. The premises will continue to operate as Shackfuyu restaurant. The application does not propose any changes to the licensable activities, permitted hours or conditions.
15/11866/LIPV	Premises Licence - Variation	Cumberland Food & Wine, 11 Great Cumberland Place London W1H 7AL	Bryanston and Dorset Square	Application to add Late Night Refreshment from 23:00 to 01:00 Monday to Sunday and to increase opening hours 23:00 to 01:00 Monday to Sunday. No other changes are sought.
15/11886/LIPV	Premises Licence - Variation	Shaftesbury Food And Wine, Ground Floor Middle Avenue House 25 - 27 Shaftesbury Avenue London W1D 7EQ	West End	To vary the existing premises licence so as to extend Late Night Refreshment to 01:00 Monday to Sunday. No other changes are sought.

Licensing Sub-Committee: Thursday 11th February 2016

Licence Number	Application Type	Name of Premises	Ward	Variation
No applications currently listed.				

7. Current public consultation

- 7.1 From time to time the Council will undertake public consultation relating to licensing matters. Consultation is a means to enable local residents and businesses to comment on licensing policy or process to enable the Council to provide its services in a way that improves the lives of those living, visiting and working in Westminster as well as providing opportunities for businesses.
- 7.2 At present there are no live public consultations. However, if you wish to view any previous consultation or read the submissions (where available) made in respect to that consultation please visit www.westminster.gov.uk/licensing-consultation.

8. Training and Pre-Application Advice Services

8.1 Westminster City Training

The council has established Westminster City Training, which provides regulatory training for individuals, businesses and local authority officers. Westminster City Training is an accredited centre for the British Institute of Innkeepers (BII) and Chartered Institute of Environmental Health (CIEH) qualifications.

There are a number of licensing courses which the council provides that are essential for those wishing to obtain a personal licence or for anyone wishing to increase their knowledge relating to the Licensing Act 2003 or Gambling Act 2005.

To view the courses available and dates when these courses are being run you can visit www.westminster.gov.uk/training-programme or call one of Westminster City Training's booking staff on 020 7641 6252. If you have any questions about a course then you can also email ehtraining@westminster.gov.uk.



8.2 Licensing Pre-Application Advice Service

The council provides local businesses and solicitors with a licensing pre-application advice service for all of the general licensing regimes that the council is responsible for. The advice given is given by experienced and qualified individuals within the Environmental Health, District Surveyor and Licensing disciplines. Pre-application advice provides an operator or a solicitor with advice on all aspects of their proposal for a licence or to vary an existing licence. Once an application is made for pre-application advice the application will be considered by highly experienced officers and advice will be given for a number of areas to promote the safety of the public and any relevant licensing considerations.

This service is very popular and has been seen to be a real benefit to potential applicants in addressing key issues prior to submission of an application to the council. The benefits of this service to businesses are that they will receive expert advice relating to their proposal, reduced the level of objections to the final application and reduce costs associated with attending a hearing and the associated legal costs.

Please note that the advice given will not include views from other responsible authorities such as the Police, Fire Authority, etc. Other responsible authorities have the legal right to make a representation or objection relating to the application even if advice has been sought and provided under a pre-app advice agreement. In determining any application that is subject to representations will be the mandate of the Licensing Sub-Committee who will consider the application and the representations on its own merits and determine the application accordingly.

If you are interested in receiving licensing pre-application advice then please visit <https://www.westminster.gov.uk/licensing-pre-application-advice-service> to find out more information and to download the application form.

9. Useful service information

9.1 Council services

City Inspectors (Licensing and Market Enforcement)

If there are any concerns relating to illegal operators or licensees who are not complying with their licences contact the Council's City Inspectors via:

Tel: 020 7641 3385

City Inspectors - 24 Hour City Operations email:
premiseslicensinginspectorate@westminster.gov.uk

City Inspectors - Markets email: markets2@westminster.gov.uk

Noise Team

If you have any complaints relating to noise disturbances or from dust and smoke please contact the 24 hour Noise Team via:

Tel: 020 7641 2000

Alternatively you can report it online via www.westminster.gov.uk/report-it-noise

Council postal address

If you wish to send a letter or any other documents to one of the teams list above please mark the letter or document for the attention of the relevant team and post it to the following address:

Westminster City Council, Westminster City Hall, 64 Victoria Street, London SW1E 6QP

Report it

Keeping our streets safe and clean is a top priority for us, if you see a problem relating to roads and pavements, street cleaning, street lighting, planning, waste, signs and bollards, parks, open spaces and trees, animal nuisance, graffiti, abandoned vehicles, illegal parking, advertising and trading, street works or pollution you can report it online via www.westminster.gov.uk/report-it

9.2 External services

Westminster Licensing Advice Project

The Licensing Advice Project is run by the Citizens Advice Bureau. The project provides free, independent, impartial and confidential information, advice and representation service to local residents of the City of Westminster in respect of their rights and responsibilities as "interested parties" under the Licensing Act 2003.

You can contact the project via 020 7706 6029 or email licensing@westminstercab.org.uk. You can find out more information by visiting www.licensingadvice.org

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City of Westminster

Licensing Teams

Public Protection & Licensing
Westminster City Council
Westminster City Hall
64 Victoria Street
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SW1E 6QP

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www.westminster.gov.uk/licensing