

**Business and Planning Act 2020 – Pavement Licence**

This licence authorises the person(s) or company named below to place tables and chairs on the public highway for a period specified below.

Full name of Licencee **EVERYMAN MEDIA LIMITED**

Name/ Address of Premises **Everyman Belsize Park, 199-201 Haverstock Hill, NW3 4QG**

Permitted Furniture	<i>Tables: 6 Chairs: 20 Other Furniture (list) 6 Barriers  All furniture must be removable</i>
---------------------	--

Day	Start Time	End Time
Monday	09:00	22:00
Tuesday	09:00	22:00
Wednesday	09:00	22:00
Thursday	09:00	22:00
Friday	09:00	22:00
Saturday	09:00	22:00
Sunday	09:00	22:00

	From	To
<b>Licence Valid</b>	15/09/2022	30/09/2023

This Licence is granted subject to the Council's Standard Conditions and to any special condition(s) given below. This licence is not transferable.

The amenities must not be placed on the Public Highway before the start of the time specified.

This consent must be displayed in a prominent position.

In the event of any complaint about the amenities placed on the public highway under the grant of the licence, please contact London Borough of Camden on 020 7974 4444

Signed:



Date: 24/03/2023

**For Supporting Communities Directorate  
(Duly authorised by the council for this purpose)**

## CONDITIONS OF PAVEMENT LICENCE

1. The amenities must be removed from the public highway at the end of the permitted period each day.
2. The licence holder shall ensure that the level of noise created by use of these facilities shall not reach a level that will cause a nuisance. The outside of the premises shall be regularly monitored to ensure that noise levels from patrons do not cause a nuisance to any nearby residents.
3. Uniform tables and chairs must be used.
4. No items may be placed in front of any adjoining property unless specified on the licence.
5. This licence excludes A boards and any other amenities that are not specified on the licence.
6. The footway must not be obstructed by patrons standing between tables, chairs and the kerb.
7. The licence holder shall not in any way interfere with the surface of the public highway.
8. The licence does not give permission to serve alcohol unless your premises licence granted under the Licensing Act 2003 states that you have permission.
9. The sale and supply of alcohol for consumption in the area authorised under the Pavement Licence shall be restricted to alcohol consumed by persons who are seated in the area and where the supply of alcohol is by waiter or waitress service only. Where the premises usually has an on-sale condition requiring that the alcohol is ancillary to a table meal or similar then the same condition shall also apply within the authorised outside area.
10. The Licensee shall be responsible for keeping up to date and adhering to all relevant government guidelines around social distancing and covid-19 regulations.
  - a) Tables and chairs must be arranged to ensure the required social distancing measures are maintained within the footprint of the licensed area as specified on the plan.
  - b) Tables and chairs shall be re-arranged and/ or removed if instructed by an officer of the council or the police.
11. The licensee shall ensure that a comprehensive risk assessment is maintained and updated accordingly in line with government guidance and covid-19 regulations. This risk assessment must be made available to council officers and the police on request.
12. Signage shall be placed on each of the tables requesting that patrons respect local residents and keep noise to a minimum.
13. The layout of tables and chairs must be in accordance with the plan approved with this licence at all times that the licence is in use with exception to measures taken to adhere to condition 20 above.
14. No other furniture (including electric heaters and/or gazebos etc) is permitted on the public highway other than what is permitted by the licence

25. Where the pavement licence permits the use of heaters, the heaters must be electrical, the wiring safely secured using pedestrian cable covers no higher than 15mm with tapered edges and hazard strip and the cables must be IP rated. A HSE risk assessment must be completed, kept onsite and made available upon request to an officer of the Council for inspection.
26. The Pavement Licence Holder agrees that they are responsible for the behaviour of customers using the area authorised under this Pavement Licence to the same extent as would be the case if they were inside the premises.
27. Loudspeakers shall not be located in or adjacent to the area authorised under this Pavement Licence and no live or recorded music will be played in or adjacent to this area. This includes the playing of music from within the premises which is audible in the outside area.
28. No external lighting will be used for the Licensed area which gives rise to a nuisance for surrounding properties
29. The Pavement Licence holder shall ensure that any patrons 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.
  - a) Clear 'smoking' and 'non-smoking' areas, with 'no smoking' signage displayed in designated 'smoke-free' zones in accordance with Smoke-free (signs) regulations 2012.
  - b) No ash trays or similar receptacles to be provided or permitted to be left on furniture where smoke-free seating is identified.
  - c) Licence holders should provide a minimum 2M distance between non-smoking and smoking areas, wherever possible.
30. Customers using the area authorised under this Licence will have access to the sanitary facilities usually made available to customers inside the premises of the Licence Holder.
31. The Pavement Licence Holder will publish in the window of the premises a telephone number and email address which can be used by members of the public to point out any concerns with the operation of the Pavement Licensing regime.
32. The pavement licence holder must ensure that the management team of the business to which the pavement licence is attached; register and successfully complete the nationally recognised counter terrorism training product referred to as ACT eLearning within 10 days of the notification of the grant of the Pavement Licence OR can demonstrate that the ACT eLearning product has successfully been completed within the preceding 12 months and that all staff employed by OR at the premises complete the ACT eLearning within a reasonable period not exceeding 3 months from the notification of the grant of the Pavement Licence. (ACT eLearning certificates are provided on successful on-line completion). The ACT eLearning certificate shall be made available for inspection to the Police and Council officers upon request. Guidance: To obtain further ACT eLearning information (FAQ) visit <http://www.NaCTSO.GOV.UK> or to register as a business or individual for ACT eLearning visit <https://ct.highfieldelearning.com/>
33. The Pavement Licence holder must ensure that existing CCTV systems are correctly working, are compliant with the Data Protection Act 1998, Information Commissioners requirements and any other local CCTV Code of Conduct produced by the Police or Local Authority. Imagery must be retained for at least 28 days and images produced to a Police Officer or Local Authority Enforcement Officer upon reasonable request. Faults which

render the CCTV system or parts of it inoperable should normally be rectified within 24 hours.