

London Borough of Camden, Town Hall Extension,
Argyle Street, London, WC1H 8EQ

Premises Licence

London Borough of Camden Licensing Authority

Premises licence number PREM-LIC\2622

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Black Cap
171 CAMDEN HIGH STREET
LONDON
NW1 7JY

Telephone number 020 7428 2721

Where the licence is time limited the dates

N/A

Licensable activities authorised by the licence

Sale by Retail of Alcohol
Late Night Refreshment
Recorded Music
Live Music
Performances of Dance
Provision of Facilities for Making Music
Provision of Facilities for Dancing
Films
Indoor Sporting Events

The times the licence authorises the carrying out of licensable activities

These hours are extended from the end of permitted hours on New Years Eve to the start of permitted hours on New Years Day for all licensable activities

Sale by Retail of Alcohol:

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Late Night Refreshment:

Monday – Thursday: 23.00-02.00

Friday & Saturday 23.00-03.00

Sunday: 23.00-01.00

Recorded Music:

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Regulated Entertainment

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Live Music

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Performances of Dance

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Provision of Facilities for Making Music

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Provision of Facilities for Dancing

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Films

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

Indoor Sporting Events

Monday - Thursday: 10.00-02.00

Friday & Saturday 10.00-03.00

Sunday: 10.00-01.00

The opening hours of the premises

Monday - Thursday 10.00-02.30

Friday & Saturday 10.00-03.30

Sunday 10.00-01.30

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Sale by retail of alcohol is permitted for consumption ON AND OFF the premises.

Part 2**Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence**

Whitewater Pub Company Ltd
7 Clifford Street
London
W15 2WE

Registered number of holder, for example company number, charity number (where applicable)

07109842

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Ian Ellis
171 Camden High Street
London
NW1 7JY

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

Barnet Council - 01SX/WK/200507173



Signed on behalf of the Director, Culture and Environment Directorate

Date Licence Amended: 17th April 2012 APP\PREMISES-VARYDPS\002390

Date Licence Amended: 20th February 2012 APP\PREMISES-VARYDPS\002326

Date Licence Amended: 12th July 2011 APP\PREMISES-VARYDPS\002131

Date Licence Amended: 14th October 2010 APP\PREMISES-TRANS\000703

Date Licence Amended: 1st February 2009 APP\PREMISES-VARYDPS\001301

Date Licence Amended: 13th November 2007 APP\PREMISES-VARI\000022

Date Licence Amended: 18th July 2007 APP\PREMISES-VARI\000018

Date Licence Amended: 2nd September 2006 APP\PREMISES-VARYDPS\00380

Date Licence Granted: 18th July 2005

Annex 1 - Mandatory conditions

1. The supply of alcohol is prohibited at a time when there is no designated premises supervisor in respect of the premises.
2. The supply of alcohol is prohibited at a time when the designated premises supervisor does not hold a personal licence or his/her licence is suspended.
3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must –
 - (a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
 - (b) be entitled to carry out that activity by virtue of section 4 of that Act.
5. But nothing in subsection (4) requires such a condition to be imposed -
 - (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c. 12) (premises with premises licences authorising plays or films), or
 - (b) in respect of premises in relation to -
 - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
 - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
6. For the purposes of this section –
 - (a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies [and which is licensable conduct for the purposes of that Act (see section 3(2) of that Act)], and
 - (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.
7. (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any

irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

8. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
9. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
10. (a) The premises licence holder or club premises certificate holder shall

ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(b) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

11. The responsible person shall ensure that:
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
 - (i) beer or cider: 1/2 pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.
12. When a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section
13. Where the film classification body is specified in the licence, unless subsection (9)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
14. Where-
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority
15. In this section -
"children" means persons aged under 18; and
"film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

Annex 2 - Conditions consistent with the Operating Schedule

16. Subject to the following paragraphs, the permitted hours on weekdays shall extend until two o'clock in the morning following [three o'clock in the metropolis][or, if an earlier hour is specified in the special hours certificate, that hour], except that-
 - i. the permitted hours shall end at midnight . . . on any day on which music and dancing is not provided after midnight; and
 - ii. on any day that gaming ends between midnight and two o'clock in the morning [three o'clock in the metropolis], the permitted hours shall

end when the music and dancing end

17. In relation to the morning on which summer time begins, paragraph (1) of this condition shall have effect with the substitution of references to three o'clock in the morning [four o'clock in the metropolis] for references to two o'clock in the morning [three o'clock in the metropolis] [or one hour following the hour actually specified in the certificate where the certificate currently requires closure between 1 a.m. and 2 a.m.]
18. Except on Sundays immediately before bank holidays, the permitted hours on Sundays shall extend until thirty minutes past midnight in the morning following [or, if an earlier hour is specified in the special hours certificate, that hour], except that-
 - i. the permitted hours shall end at midnight on any Sunday on which music and dancing is not provided after midnight;
 - ii. where music and dancing ends between midnight on any Sunday and thirty minutes past midnight, the permitted hours on that Sunday shall end when the music and dancing end
19. On Sundays immediately before bank holidays, the permitted hours shall extend until 2 a.m. in the morning following [3 a.m. in the metropolis], except that-
 - i. the permitted hours shall end at midnight on any Sunday on which music and dancing is not provided after midnight;
 - ii. where music and dancing ends between midnight on any Sunday and 2 a.m. [3 a.m. in the metropolis], the permitted hours on that Sunday shall end when the music and dancing end
20. The sale of alcohol must be ancillary to the use of the premises for music and dancing and substantial refreshment.
21. The "Metropolis" means the area designated in The Licensing (Metropolitan Special Hours Area) Order 1961
22. Up to 2300hrs applicable to entertainment premises which adjoin or are adjacent to noise sensitive properties:

The noise climate of the surrounding area shall be protected such that the A-weighted equivalent continuous noise level (LA_{eq}) emanating from the application site, as measured 1 metre from any facade of any noise sensitive premises over any 5 minute period with entertainment taking place shall not increase by more than 5dB as compared to the same measure, from the same position, and over a comparable period, with no entertainment taking place; and

the unweighted equivalent noise level (L_{eq}) in the 63Hz Octave band, measured using the "fast" time constant, inside any living room of any noise sensitive

premises, with the windows open or closed, over any 5 minute period with entertainment taking place, should show no increase as compared to the same measure, from the same location(s), and over a comparable period, with no entertainment taking place

23. Up to 2300hrs applicable to entertainment premises which do not adjoin and are not immediately adjacent to noise sensitive properties:

The noise climate of the surrounding area shall be protected such that the A-weighted equivalent continuous noise level (LA_{eq}) emanating from the application site, as measured 1 metre from any facade of any noise sensitive premises over any 5 minute period with entertainment taking place shall not increase by more than 5dB as compared to the same measure, from the same position, and over a comparable period, with no entertainment taking place; and

the unweighted equivalent noise level (L_{eq}) in the 63Hz Octave band, similarly measured, should not increase by more than 5dB as compared to the same measure, from the same position, and over a comparable period, with no entertainment taking place.

24. After 2300hrs applicable to all entertainment premises:

The noise climate of the surrounding area shall be protected such that the A-weighted equivalent continuous noise level (LA_{eq}) emanating from the application site, as measured 1 metre from any facade of any noise sensitive premises over any 5 minute period with entertainment taking place shall not increase by more than 3dB as compared to the same measure, from the same position, and over a comparable period, with no entertainment taking place; and

The unweighted equivalent noise level (L_{eq}) in the 63Hz Octave band, measured using the "fast" time constant, inside any living room of any noise sensitive premises, with the windows open or closed, over any 5 minute period with entertainment taking place, should show no increase as compared to the same measure, from the same location(s), and over a comparable period, with no entertainment taking place

No sound emanating from the establishment should be audible within any noise sensitive premises between 23.00 and 07.00 hours.

25. The roof garden area must be provided with a clear means of escape at all times, the width of the route being at least 760mm wide from the bar doors leading onto the roof garden up to the sets of steps and landing down to the doors in the perimeter wall.
26. Where the entertainment provided consists, to a significant degree, of dancing by customers, the licensee shall ensure an adequate supply of wholesome, cool, fresh drinking water is available for the use of the customers. This water must be readily available throughout the time the entertainment is provided, and is to be supplied free of charge.

27. The licensee shall, in consultation with the Council and Metropolitan Police, develop a crime prevention strategy for the premises and in particular shall carry out a risk assessment in respect of the possibility of assaults to customers and staff."
28. Whilst the premises are being used under the licence the licensee shall ensure that all litter and waste outside the premises is removed and disposed of with other waste from the premises.
29. The licensee shall take all reasonable steps to ensure that there is no unauthorised advertising of events to be held at the premises.
30. The licensee shall carry out a risk assessment in respect of the potential harm to customers of the use of illegal drugs, whether taken on the premises or taken by a customer prior to entering the premises, and shall put in place appropriate measures to mitigate any such harm.
31. The licensee shall ensure that staff are trained, as appropriate, in respect of relevant licensing law, the implementation of licence conditions, health and safety, first aid, alcohol and drug awareness and conflict management.
32. The pub manager must be a member of the local Pubwatch scheme.
33. Toughened glass must be used at all times
34. The CCTV system shall be kept in operation while the premises are open and maintained in working order.
35. Text and/or radio pagers must be used for any additional hours.
36. Notices should be prominently sited, both at the main bar exits and the function room exits, such that anyone leaving the premises are reminded of the need to respect local residents and to leave the premises/area in a quiet and considerate manner as quickly as possible.
37. Managers shall liaise with local residents to resolve any reasonable concerns.
38. All children must be accompanied by an adult.
39. Model National Conditions 1-41:

Application

- 1 These Conditions and Definitions shall apply whenever the *premises* are in use under the terms of a licence issued by the *Council*.

Note: In order to ensure the safety of *staff* and performers, it is generally advisable to extend the operation of arrangements provided for the safety of the *public* to all times when the *premises* are occupied.

Definitions	2 In these Conditions the following words have the meanings indicated. Except where the context demands otherwise the singular includes the plural and the masculine includes the feminine. Words in <i>italics</i> throughout these Conditions denote words defined below.
Accommodation limit	the maximum number of people, not being <i>staff</i> or performers, permitted by the <i>Council</i> to be within the <i>premises</i> or a designated area of the <i>premises</i> when they are in use under the terms of a licence issued by the <i>Council</i> .
Note:	(1) Experience has shown that where <i>accommodation limits</i> include <i>staff</i> , <i>Licensees</i> may reduce the number of <i>staff</i> present as the <i>entertainment area</i> becomes more crowded in order to comply with the <i>accommodation limits</i> on the licence. Such reduction is undesirable. Therefore <i>accommodation limits</i> exclude <i>staff</i> and performers. (2) In exceptional circumstances the <i>Council</i> may also limit the numbers of <i>staff</i> and performers.
Approved	permitted in advance by the <i>Council</i> in writing.
Approved arrangements	the arrangement of the <i>premises</i> , (including the layout, fittings, installations and all other things in connection therewith) as <i>approved</i> by the <i>Council</i> .
Attendant	a member of <i>staff</i> on duty to assist the <i>public</i> entering or leaving auditoria and to assist in the event of fire or other emergency.
Authorised Officer	any police or fire officer or any person authorised in writing by the <i>Council</i> .
Balcony front	the barrier at the front edge of a balcony which prevents people from falling on to the floor or tier beneath the balcony.
BS	the appropriate British Standard, which may be an equivalent harmonised European Standard. All references to British Standards are to the current edition unless a date is shown.

Certificate	a written report or reports of <i>inspection</i> and satisfactory condition completed by an appropriately qualified engineer or other <i>competent person</i> and normally submitted to the <i>Council</i> within one month of <i>inspection</i> .
Note:	The <i>competent person</i> , when completing the <i>certificate</i> , may indicate the period of validity of the <i>certificate</i> , which will normally be accepted by the <i>Council</i> .
Competent person	a person who has such practical and theoretical knowledge and such experience as is necessary to carry out the work and who is aware of the limits of his own ability, expertise and knowledge.
Consent	permission given in advance by the <i>Council</i> in writing.
Council	the licensing authority named on the licence.
Door Supervisor	any person employed at or near the entrance to the <i>premises</i> to ascertain or satisfy himself as to the suitability of members of the <i>public</i> to be allowed on the <i>premises</i> or any person employed to maintain order on the <i>premises</i> .
Note:	The <i>Council</i> will not normally consider the <i>Licensee</i> or <i>Duty Manager</i> to be a Door Supervisor.
Duty Fire Officer	a member of <i>staff</i> who has been adequately trained in fire prevention and fire-fighting to the satisfaction of the <i>Council</i> .
Duty Manager	a person appointed by the <i>Licensee</i> in writing to be in charge of the <i>premises</i> .
Durably-treated flame-retarded fabric	see under <i>Flame-retarded fabric</i>
Emergency lighting	see under <i>Lighting</i>
Entertainment area	that part of the <i>premises</i> which is constructed and arranged for use for entertainments including any <i>stage</i> or auditorium.
Escape lighting	see under <i>Lighting</i>
Film exhibition	any exhibition of moving pictures which is produced

otherwise than by the simultaneous reception and exhibition of programmes included in a programme service within the meaning of the Broadcasting Act 1990.

Flame-retarded fabric

a fabric that has been tested using the methods in *BS 5438: 1989* Tests 2A (face ignition) and 2B (bottom ignition) using a 10 second flame application time in each case. The results of tests on the fabric shall show that no part of any hole nor the lowest boundary of any flaming reached the upper or either vertical edge of the specimen and that there was no separation of any flaming debris. (This performance standard is akin to that set out in *BS 5867-2: 1980* Type B.)

Durably-treated flame-retarded fabric

a fabric that has been chemically treated to render it flame-retarded. Prior to the ignitability tests set out above the fabric is subjected to the appropriate wetting or cleansing procedure set out in *BS 5651: 1989*. After this washing or cleansing procedure, the fabric shall meet the performance standard for *flame-retarded fabric* set out above.

Inherently flame-retarded fabric

a fabric which, although not non-combustible and not subjected to any flame-retarding process or finish, meets the performance standard for *flame-retarded fabric* set out above throughout its thickness. The *BS 5651* 'durability' procedure can be omitted before testing fabrics composed entirely of thermoplastic materials such as nylon, polyester or modacrylic, to which a flame-retarding treatment has not been applied.

Indoor sports

see under *Sports entertainment*

Inherently flame-retarded fabric

see under *Flame-retarded fabric*

Inspect/inspection

to carry out a visual inspection accompanied by such other test as may be necessary, in the opinion of the *competent person* carrying out the inspection, to enable the completion of a *certificate* of (satisfactory) condition.

Licensee

the person (or body) to whom the *Council* has granted the licence or who is deemed to be the holder of the licence under the relevant statutory provision.

Lighting

Emergency lighting

lighting provided for use in the event of the failure of the *normal lighting* system. Emergency lighting includes *escape lighting*. Any reference in these Conditions to an emergency lighting battery shall be taken to apply to all batteries provided as part of the emergency lighting installation.

Escape lighting

that part of the *emergency lighting* which is provided to ensure that the escape routes are illuminated at all material times. In these Conditions any reference to *emergency lighting* shall be taken to apply likewise to any escape lighting not provided as part of an *emergency lighting* installation.

Management lighting

the combination of the *emergency lighting* and that part of the *normal lighting* which, in the absence of adequate daylight, is intended to facilitate safe movement about the *premises*.

Note:

In closely-seated auditoria this would be the usual performance mode.

Normal lighting

all permanently installed electric lighting operating from the normal supply which, in the absence of adequate daylight, is intended for use during the whole time that the *premises* are occupied.

Note:

Normal lighting does not include *emergency lighting*, purely decorative lighting and stage or performance lighting.

Local Fire Control Centre

the address and telephone number which the *Licensee* has confirmed with the Fire Authority as appropriate for the *Licensee* to use in order to make contact with the fire brigade in a non-emergency but immediate manner.

Log-book

Any log-book *required* under these Conditions shall be:

- (i) accurate and up to date;
- (ii) bound and consecutively numbered;
- (iii) retained in a safe and secure place on the *premises* for a minimum of 5 years after the date of last entry or for such longer period as *required*; and
- (iv) readily available for examination by an *Authorised Officer*.

Note:

Log-books may be kept in a manual form. The *Council* will accept records in electronic form

provided the *Licensee* can demonstrate adequate security and integrity of the information. Specimen Fire log-books are provided in Appendix 4.

Management lighting	see under <i>Lighting</i>
Normal lighting	see under <i>Lighting</i>
Open stage Pop concert	see under <i>Stage</i> an event at which live or recorded amplified music is played and which could reasonably be expected to attract an audience of such a nature as could lead to problems with crowd control, over-excitement and/or unruly behaviour.
Premises	all parts of the premises as licensed by the <i>Council</i> including the ancillary parts of the building such as offices, changing rooms, workshops, stores etc which are used in connection with the <i>entertainment area</i> .
Public	persons, other than <i>staff</i> or performers, who are on the <i>premises</i> , whether or not they are members of a club and irrespective of payment.
Required	specified by the <i>Council</i> in writing.
Scenery	includes cloths, drapes, gauzes, artificial foliage and fabric decorations.
Separated stage	see under <i>Stage</i>
Special effects	any device or effect which was not included in the original licensing risk assessment for the <i>premises</i> which, if not properly controlled, may present a hazard. Examples include the use of dry ice machines, cryogenic fogs, smoke machines, fog generators, pyrotechnics and fireworks, real flame, firearms, motor vehicles, strobe lighting and lasers.
Special risks	any entertainment which falls outside the normal use of the <i>premises</i> and which, if not properly controlled, may present a hazard. Examples include foam parties, skating to music and performances especially for children.
Sports	contests, exhibitions or displays of any sport where

entertainment		physical skill is the predominant factor (except dancing in any form) held indoors to which the <i>public</i> are invited as spectators.
Staff		any person, whether or not employed by the <i>Licensee</i> , concerned in the management, control or supervision of the <i>premises</i> who has been given specific responsibilities by the <i>Licensee</i> or <i>Duty Manager</i> .
Staff alerting system		a system (whether electronically operated or otherwise) for immediately alerting <i>staff</i> to take appropriate action in the event of fire or other emergency.
Stage		the specific part of an <i>entertainment area</i> on which performers perform which is distinct from the area occupied by the <i>public</i> , often elevated above level of the adjacent floor; includes, where the context permits, platform, dais or rostrum.
Open stage		a <i>stage</i> which is not separated from the auditorium by a safety curtain. An <i>open stage</i> should, however, be separated from the rest of the <i>premises</i> , other than the <i>stage fire risk area</i> , by fire-resisting construction.
Separated stage		a <i>stage</i> that is separated from the rest of the <i>premises</i> , other than the <i>stage fire risk area</i> , by fire-resisting construction and provided with a safety curtain, which affords smoke separation between the <i>stage</i> and the auditorium. The safety curtain is normally installed to close off a proscenium opening.
Stage fire risk area		the <i>stage</i> and the auditorium together with any scene dock, workshop, stage basement, staff or other room associated with the <i>stage</i> . The <i>stage fire risk area</i> is separated from the rest of the <i>premises</i> by fire-resisting construction.
Trailer		a film advertising a <i>film exhibition</i> .
Standard hours of opening	3	The <i>premises</i> shall not open to the <i>public</i> before 9.00 a.m. On Sundays, Good Fridays and Christmas Day the <i>premises</i> shall not open before 2.00 p.m. for the performance of plays.
Standard	4	The <i>premises</i> shall not be kept open after 11.00 p.m.

hours of closing for music, music and dancing, boxing, wrestling or indoor sports or after midnight for plays and *film exhibitions*.

Note: This is the standard terminal hour, which may be varied in particular cases.

Licence 5 (a) The relevant licence or a clear copy of it shall be prominently exhibited in a position where the *public* can easily read it. For the purpose of this Condition the licence shall be interpreted to mean the licence document containing conditions specific to the *premises*, including any *accommodation limits*.

Note: Appendix 2 illustrates an example of the licence which should be displayed; this normally consists of one or two pages.

(b) A copy of any Standard Conditions shall be readily available to the *Duty Manager*.

Note: This will include any Additional Conditions attached to the licence.

(c) The *premises* shall not be used for any purpose for which a licence is *required* unless specifically licensed for that purpose.

Note: If the *premises* are licensed for several types of entertainment but are regularly used for one type of entertainment, the *Council* should be informed of any change to a different type of entertainment.

Admission of Authorised Officers 6 *Authorised Officers* who carry written authorisations and proof of identity, which they will produce on request, shall be admitted immediately to all parts of the *premises* at all reasonable times.

Note: *Authorised Officers* examining *entertainment areas* whilst a performance is in progress should take care not to interrupt the performance and to respect privacy.

The *Licensee* should ensure that reasonable assistance is given to *Authorised Officers* to enable them to discharge their functions.

PART II

ACTIVITIES FOR WHICH A SPECIFIC CONSENT OR WAIVER IS REQUIRED

Hypnotism 7 (a) The *Licensee* shall not permit any exhibition, demonstration or performance of hypnotism,

mesmerism or any similar act or process which produces or is intended to produce in any person any form of induced sleep or trance in which susceptibility of the mind of that person to suggestion or direction is increased or intended to be increased. This Condition does not apply to exhibitions given under the provisions of Section 2(1A) and 5 of the Hypnotism Act 1952.

Note: Any waiver of this Condition by the *Council* will be subject to Additional Conditions H. The procedure for application to waive this Condition is set out in Appendix H1, which will be sent to the *Licensee* on request.

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| Entertainment involving special risks | 8 | <p>(a) The <i>Licensee</i> shall not permit an entertainment that involves <i>special risks</i> except with <i>consent</i>. Any <i>approved</i> performances especially for children shall comply with Additional Conditions K.</p> <p>(b) The <i>Licensee</i> shall not permit explosives or highly flammable substances to be brought onto the <i>premises</i> except with <i>consent</i>. Any storage of explosives or highly flammable substances shall comply with Additional Condition FX10.</p> |
| Entertainment using special effects | 9 | <p>(a) The <i>Licensee</i> shall not permit the use of <i>special effects</i>, except with <i>consent</i>. Any <i>approved</i> use of <i>special effects</i> shall comply with Additional Conditions FX.</p> <p>(b) The <i>Licensee</i> shall give the <i>Council</i> at least 10 days' notice in writing of any proposal to use <i>special effects</i>. The notice shall include, save in exceptional circumstances, exact details of the proposal including the date and time when the <i>special effects</i> can be demonstrated.</p> |
| Compressed gases | 10 | <p>Compressed or liquefied gases shall not be used except with <i>consent</i>. At least 10 days' notice in writing shall be given to the <i>Council</i> of any proposal to bring storage cylinders into the <i>premises</i>.</p> <p>Note: This Condition does not normally apply to gas cylinders used in connection with the dispensing of beverages.</p> |

PARTICULAR RESPONSIBILITIES OF THE LICENSEE

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| Overall responsibility of Licensee | 11 | <p>(a) The <i>Licensee</i> shall ensure that the <i>premises</i> continue to comply with the Technical Regulations as set out in Appendix 1. No alterations shall be made to the <i>approved arrangements</i> except with <i>consent</i>.</p> <p>(b) The <i>Licensee</i> shall, except with <i>consent</i>, retain control over all parts of the <i>premises</i>.</p> <p>(c) Either the <i>Licensee</i> or the <i>Duty Manager</i> shall be in charge of and within the <i>premises</i> whenever the <i>public</i> are present. However the <i>Licensee</i> remains responsible for the observance of all licensing conditions.</p> |
| Duty Manager | 12 | <p>The <i>Licensee</i> may authorise in writing a <i>Duty Manager</i>, who shall be at least 18 years old, to deputise for him. This written authorisation shall be kept on the <i>premises</i> and be readily available for examination by any <i>Authorised Officer</i>. The <i>Licensee</i> must be satisfied that anyone appointed as a <i>Duty Manager</i> understands the need to comply with the Conditions of the licence and is competent to perform the function of <i>Duty Manager</i>.</p> <p>Note: (1) Hereafter in these Conditions the term <i>Licensee/Duty Manager</i> will mean the <i>Licensee</i> or the <i>Duty Manager</i> as appropriate.
 (2) The <i>Licensee</i> may appoint a hirer of the <i>premises</i> to be <i>Duty Manager</i> if appropriate.</p> |
| Qualifications of Licensee and Duty Manager | 13 | <p>The <i>Licensee</i> (if an individual) and any <i>Duty Manager</i> shall:</p> <p>(i) have undertaken an <i>approved</i> training course leading to the possession of the BIIAB Level 2 National Certificate for Entertainment Licensees; or</p> <p>(ii) possess an equivalent qualification, for example for concert halls, the National Vocational Qualification in Cultural Venue Administration (Level 3); or</p> <p>(iii) be able to demonstrate to the satisfaction of the <i>Council</i> that he possesses all relevant knowledge and experience.</p> |

Note: (1) This Condition does not apply to theatres or cinemas.

(2) This Condition does not apply to the *Duty Managers* of village halls or similar *premises*, or to other *premises* where the *Council* considers the requirement to be unnecessary.

Staff

- 14 (a) The *Licensee/Duty Manager* shall ensure that he has sufficient trained *staff* on duty to ensure the safe evacuation of the *premises* in the event of emergency. Such *staff* shall have been specifically instructed on their duties in the event of an emergency by the *Licensee* or by a person nominated by him. The instruction given to *staff* shall include training on the safe and efficient running of the *premises* and the safe evacuation of the *premises*.

Note: It is important that the evacuation procedures are fully understood by all *staff*, especially where a two-stage fire alarm warning system is operated during performances.

- (b) A nominated member of *staff* in addition to the *Duty Manager* shall have responsibility for fire prevention measures and for ensuring that all escape routes including exit doors are fully available.

Note: This person should be the *Duty Fire Officer* where one is employed.

- (c) No *Door Supervisor* shall be employed at *premises* outside London except with *consent*. Any employment shall be in accordance with Additional Conditions D.

- (d) *Staff* with specific responsibilities in the event of fire or other emergency, together with deputies, shall receive training and written instruction appropriate to their role as set out in Appendix 3. The *Licensee/Duty Manager* shall, once he is satisfied as to the competence of each member of *staff*, record this in the *Fire log-book*.

- Fire log-book 15 (a) The *Licensee* shall cause a *Fire log-book* to be kept which shall comply with Appendix 4.

Note: *Licensees* are advised that it is good practice to keep a general incident *log-book* in which are recorded details of each day's events. This may be combined with the *Fire log-book*. Appendix 4

includes an example of this approach.

- (b) Any *Authorised Officer* shall be entitled to obtain a photocopy of any page(s) of any *log-book*.

Staff register 16

The *Licensee/Duty Manager* shall maintain a register indicating the numbers of *staff*, including any *Door Supervisors* and all performers, who are present when the *public* are present. This register shall be produced immediately on the request of an *Authorised Officer*. This Condition does not apply to any *premises* that are being used for a closely seated audience.

- Note:** (1) A sample register is set out in Appendix 5.
 (2) As *accommodation limits* exclude *staff* and performers, this register may be used by *Authorised Officers* to assist in deciding how many *staff* and performers are present in the *premises* at a given time. The register will also be used in the event of an emergency evacuation of the *premises*. It is essential, therefore, that the register is properly maintained and that it is readily available.

Dancing 17

Dancing shall be restricted to the areas designated by the *Council*.

Prevention of nuisance 18

- (a) The *Licensee/Duty Manager* shall ensure that no nuisance is caused by noise emanating from the *premises* or by vibration transmitted through the structure of the *premises*.
- (b) If *required*, clearly legible notices shall be displayed at all exits requesting the *public* to respect the needs of local residents and to leave the *premises* and area quietly.

PART IV
CONDITIONS RELATING TO SAFETY INCLUDING FIRE SAFETY

Approved arrangements 19

- (a) The *approved arrangements* shall be maintained in good condition and full working order. Fire-fighting equipment, the fire alarm warning system and any smoke ventilators shall be maintained in accordance with Appendix 6.