

Your

Our 19/10303/LIPN

Date: 22.10.2019



**METROPOLITAN POLICE  
SERVICE**

Bryan Lewis PC4161CW

Westminster Police Licensing Team

**Westminster City Council Offices**

15<sup>th</sup> Floor

64 Victoria Street

London SW1E 6QP

0207 641 3347

Email: blewis1@westminster.gov.uk

**Re: Variation application for the Late Night Refreshment Licence for McDonalds, 48 Leicester Square**

Proposed Police Conditions:

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 and will include the external area immediately outside 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. **Agreed**
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. **Agreed**
3. 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:
  - i. all crimes reported to the venue
  - ii. all ejections of patrons
  - iii. any complaints received concerning crime and disorder
  - iv. any incidents of disorder
  - v. any faults in the CCTV system, searching equipment or scanning equipment.
  - vi. any refusal of the sale of alcohol
  - vii. any visit by a relevant authority or emergency service. **Agreed**

4. There shall be a minimum of two SIA licensed door staff on duty during licensable hours from Sunday to Thursday and a minimum of four SIA licensed door staff on duty during licensable hours on Fridays and Saturdays. Security staff shall wear yellow hi viz tops and display their SIA licenses at all times. **Not agreed**
5. All SIA licensed door staff shall be equipped with and trained in the use of body worn video. BWV recordings shall be retained for 31 days and made available to the Police upon request. **Agreed**
6. When the basement toilet area is in public use, there shall be a uniformed toilet attendant on duty in the toilet area during licensable hours, who shall be equipped with a radio or panic alarm. **Not agreed**
7. 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. **Agreed**
8. All managerial staff shall receive a recognised Conflict Management Training Course, prior to working licensable hours. Such staff shall sign to the effect they have received this training and records should be made available to the Responsible Authorities upon request. **Agreed**
9. As soon as possible, and in any event within one month from the grant of this licence, the premises shall join the local Pubwatch or other local crime reduction scheme approved by the police, and local radio scheme if available. **Agreed**
10. The basement dining area shall not be open to customers for normal use between 3-5am except when used as a refuge or for the provision of care. **Agreed**

Regards.

Bryan Lewis PC4161AW

Westminster Police Licensing Team