



City of Westminster

Licensing Sub-Committee Report

Item No:

Date:

Licensing Ref No:

Title of Report:

Report of:

Wards involved:

Policy context:

Financial summary:

Report Author:

Contact details

14 July 2021

21/01127/LIPN - New Premises Licence

The Londoner Hotel
38 Leicester Square,
London
WC2H 7DX

Director of Public Protection and Licensing

St James's

City of Westminster Statement of Licensing Policy

None

Kevin Jackaman
Senior Licensing Officer

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1.	Application						
1-A	Applicant and premises						
Application Type:		New Premises Licence, Licensing Act 2003					
Application received date:		16 February 2021					
Applicant:		Edwardian Pastoria Hotels Limited					
Premises:		The Londoner Hotel					
Premises address:		38 Leicester Square London WC2H 7DX	Ward:		St James's		
			Cumulative Impact Area:		West End		
			Special Consideration Zone:		None		
Premises description:		According to the application form the premises will trade as a superior luxury boutique hotel over 16 stories set in Leicester Square					
Premises licence history:		This is an application for a new premises licence and therefore has no licence history					
Applicant submissions:		<p>The Londoner Hotel is Edwardian Hotels London's latest project. A perfectly engineered collection of spaces, tastes, textures and offerings is brought to life over 16 floors in London's legendary square.</p> <p>The Londoner is home to 350 exquisite bedrooms and suites, each with their own unique views of London.</p> <p>Discover a collection of restaurants and bars, including alfresco dining on the ground floor, a rooftop bar, a magnificent ballroom, private meeting and events spaces, an urban spa experience and two screening rooms.</p> <p>As to be expected the hotel will operate on a 24 hour basis and the intention is to offer a full Premises Licence authorising the sale of alcohol (on and off the premises), regulated entertainment (live and recorded music, dancing, films, indoor sporting events, plays, anything of a similar description) and late night refreshment. Outside areas are available for both Joshua's Bar, Whitcomb's Restaurant and 8 Bar</p>					
Applicant amendments:		None					

1-B	Proposed licensable activities and hours						
Plays, Films, Indoor Sporting Events				On or off sales or both:			Indoors
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	08:00	08:00	08:00	08:00	08:00	08:00	08:00
End:	01:00	01:00	01:00	01:00	01:00	01:00	00:00
Seasonal variations/ Non-standard timings:			None				

Live Music, Recorded Music, Performance of Dance, Anything of a Similar Description				On or off sales or both:			Indoors
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	08:00	08:00	08:00	08:00	08:00	08:00	08:00
End:	01:00	01:00	01:00	01:00	01:00	01:00	00:00
Seasonal variations/ Non-standard timings:		Additionally, 8 at the Londoner to be used: Monday to Wednesday: until 01:00 hours, Thursday to Saturday: until 02:00 hours and Sunday: until 00:00					

Late Night Refreshment:				Indoors, outdoors or both			Indoors
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	23:00	23:00	23:00	23:00	23:00	23:00	23:00
End:	01:00	01:00	01:00	01:00	01:00	01:00	00:00
Seasonal variations/ Non-standard timings:		The terminal hour for late night refreshment on New Year's Eve is to be extended to 05:00 on New Year's Day					

Sale by retail of alcohol				On or off sales or both:			Both
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	06:30	06:30	06:30	06:30	06:30	06:30	06:30
End:	01:00	01:00	01:00	01:00	01:00	01:00	00:00
Seasonal variations/ Non-standard timings:		Hotel residents and their bona fide guests are to be permitted to drink alcohol 24 hours a day, 7 days a week. The premises may also remain open for the sale of alcohol from the terminal hour for those activities on New Year's Eve through to the start of permitted hours for those activities on New Year's Day. Additionally, 8 at the Londoner to be used: Monday to Wednesday: until 01:00 hours, Thursday to Saturday: until 02:00 hours and Sunday: until 00:00					

Hours premises are open to the public							
Day:	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Start:	00:00	00:00	00:00	00:00	00:00	00:00	00:00
End:	00:00	00:00	00:00	00:00	00:00	00:00	00:00
Seasonal variations/ Non-standard timings:		None					
Adult Entertainment:		None					

2.	Representations						
2-A	Responsible Authorities						
Responsible Authority:		Environmental Health					
Representative:		Anil Dryan					
Received:		16 March 2021					

I refer to the application for a new Premises Licence for the above premises which is located in the West End Cumulative Impact Area.

The applicant has submitted 17 plans of the premises.

The following licensable activities are being sought:

1. To provide for the Supply of Alcohol 'On' and 'Off' the premises between 06:30 and 01:00 Monday to Wednesday, 06:30 to 02:00 hours Thursday to Saturday and 06:30 to 00:00 Sunday.

For Hotel residents and their bone fide guests 24 hours a day. Non-Standard timings: To extend the licensing hours from the terminal hour on New Year's Eve to start of permitted hours on New Year's Day.

2. Provision of Late-Night Refreshment 'Indoors' between 23:00 and 01:00 Monday to Sunday. Non-Standard timings: 23:00 New Year's Eve to 05:00 New Year's Day.

3. Provision of the following Regulated Entertainments 'Indoors' between 08:00 and 01:00 hours Monday to Wednesday, 08:00 to 02:00 hours Thursday and 08:00 to 00:00 hours Sunday:

- Plays (limited upto 01:00 hours Thursday to Saturday)
- Films (limited upto 01:00 hours Thursday to Saturday)
- Indoor Sporting Events (limited upto 01:00 hours Thursday to Saturday)
- Live Music
- Recorded Music
- Performance of Dance
- Anything similar description to Live Music, Recorded Music and Performance of Dance

I wish to make the following representations based on the plans submitted and the supporting operating schedule:

1. The hours requested for and the Supply of Alcohol 'On' and 'Off' the premises may lead to an increase in Public Nuisance in the area and impact on Public Safety
2. The hours requested for and the provision of Late-Night Refreshment may lead to an increase in Public Nuisance in the area
3. The hours requested for and the provision of the Regulated Entertainments applied for may lead to an increase in Public Nuisance in the area, impact on Public Safety and

Environmental Health also makes the following comments:

- Some conditions and undertakings have been offered in the operating schedule and these are under consideration as to whether they are sufficient to allay Environmental Health concerns.
- It's unclear if the premises have already undergone refurbishment for the proposed use. The premises will in any case need to be inspected by Environmental Health for Public Safety prior to commencement of licensable activities.
- It is also unclear from the plans if the external areas are on a private forecourt and/or on the public highway
- Clarification is requested on how the Licensed activities will be provided and managed such

as Late-Night Refreshment (availability to hotel residents after 01:00 hours?), Indoor Sporting Events (if there is a competition that overruns beyond 01:00 hours) etc

- In addition the level of food provision will need to be assessed for its food preparation/cooking facilities in order to evaluate whether Public Nuisance may arise from noise, odour and/or smoke from the operation of any plant and machinery.
- The provision of sanitary accommodation for any proposed capacity must be at least in line with as recommended in British Standard 6465.

The hours requested for the Licensable activities are outside the 'Core Hours' policy as stated in the Council's recently revised Statement of Licensing Policy

In addition, one of the new requirements under the Policy is that licensed premises must demonstrate compliance with policy CH1 (Protection of Children from Harm) (see page 36)

The applicant is therefore requested to contact the undersigned to discuss all of the above issues and also to arrange a site visit. Environmental Health may then propose further conditions to allay its concerns

Responsible Authority:	Metropolitan Police Service
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Representative:	Bryan Lewis
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Received:	11 March 2021
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With reference to the above application, I am writing to inform you that the Metropolitan Police, as a Responsible Authority, is objecting to this application as it is our belief that if granted this application would undermine the Licensing Objectives.

The venue is located in the West End Cumulative Impact Area, a locality where there is traditionally high levels of crime and disorder. We have concerns that this application will cause further policing problems in an already demanding area.

Responsible Authority:	Licensing Authority
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Representative:	Michelle Steward
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Received:	11 March 2021
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I write in relation to the application submitted for a new premises licence for The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX.

As a responsible authority under section 13 (4) of the Licensing Act 2003 as amended under the Police and Social Responsibility Act 2011, the Licensing Authority have considered your application in full. The Licensing Authority has concerns in relation to this application and how the premises would promote the four Licensing Objectives:

- Public Nuisance
- Prevention of Crime & Disorder
- Public Safety
- Protection of children from harm

The application seeks the following:

Provision of Plays

Monday to Saturday 08:00 to 01:00

Sunday 08:00 to 00:00

Provision of Films

Monday to Saturday 08:00 to 01:00

Sunday 08:00 to 00:00

Indoor Sporting Events

Monday to Saturday 08:00 to 01:00

Sunday 08:00 to 00:00

Live Music, Recorded Music, Performance of Dance and Anything of a similar description to that falling within (e), (f) or (g)

Monday to Saturday 08:00 to 01:00

Sunday 08:00 to 00:00

Live Music, Recorded Music, Performance of Dance and Anything of a similar description to that falling within (e), (f) or (g) at 8 at the Londoner

MONDAY TO WEDNESDAY: 08:00 to 0100 HOURS

THURSDAY TO SATURDAY: 08:00 to 0200 HOURS

SUNDAY: 08:00 to 0000 (MIDNIGHT)

Late Night Refreshment

Monday to Saturday 23:00 to 01:00

Sunday 23:00 to 00:00

Seasonal Variation: THE TERMINAL HOUR FOR LATE NIGHT REFRESHMENT ON NEW YEAR'S EVE IS TO BE EXTENDED TO 0500 ON NEW YEAR'S DAY.

Sale by Retail of Alcohol on and off sales:

Monday to Saturday 06:30 to 01:00

Sunday 06:30 to 00:00

HOTEL RESIDENTS AND THEIR BONA FIDE GUESTS ARE TO BE PERMITTED TO DRINK ALCOHOL 24 HOURS A DAY, 7 DAYS A WEEK. THE PREMISES MAY ALSO REMAIN OPEN FOR THE SALE OF ALCOHOL FROM THE TERMINAL HOUR FOR THOSE ACTIVITIES ON NEW YEAR'S EVE THROUGH TO THE START OF PERMITTED HOURS FOR THOSE ACTIVITIES ON NEW YEAR'S DAY.

Sale by Retail of Alcohol on and off sales at 8 at the Londoner

MONDAY TO WEDNESDAY: 06:30 to 01:00 HOURS

THURSDAY TO SATURDAY: 06:30 to 02:00 HOURS

SUNDAY: 06:30 to 00:00 (MIDNIGHT)

The Licensing Authority note that the hours the premises are open to the public are outside of Westminster's core hours for hotel premises. Policy HRS1(C) states that core hours for a hotel are:

Monday to Thursday: 9:00 to 23.30

Friday and Saturday: 9:00 to 00:00

Sunday: 9:00 to 22:30.

Sundays immediately prior to a bank holiday: 09:00 to 00:00.

For the sale of alcohol to guests for consumption in hotel/guest rooms only: Anytime up to 24 hours.

The Licensing Authority notes the information provided with the application, a copy of which is attached for ease of reference. We note the conditions offered to form part of the Operating Schedule should the licence be granted.

The premises is located within the West End Cumulative Impact Area and as such various policy points must be considered, namely PB1, CIP1, RTN1, and HOT1.

In this instance and complexity behind this application I split the representation in the following parts:

In particular the three bar areas mentioned below which all fall within PB1 due to the lack of ancillary food:

- Joshua Gin Bar
- The Stage
- 8 at The Londoner

Policy PB1 states:

A. Applications outside the West End Cumulative Zone will generally be granted subject to:

1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1.
2. The hours for licensable activities being within the council's Core Hours Policy HRS1.
3. The applicant has taken account of the Special Consideration Zones policy SCZ1 if the premises are located within a designated zone.

4. The application and operation of the venue meet the definition of a Public House or Bar in Clause D.

B. It is the Licensing Authority's policy to refuse applications within the West End Cumulative Impact Zone other than:

1. Applications to vary the existing licence hours within the council's Core Hours Policy HRS1.
2. Applications that seek to vary the existing licence so as to reduce the overall capacity of the premises.

C. The applications referred to in Clause B1 and B2 will generally be granted subject to:

1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1, and/or,
2. The application and operation of the venue continuing to meet the definition of a Public House or Bar in Clause D.

D. For the purposes of this policy a Public House or Bar is defined as a premises, or part of a premises that's primary use is the sale or supply of alcohol for consumption on those premises and/or for consumption off the premises for consumption outside the venue.

Therefore the applicant will have to demonstrate exceptional circumstances to allow to depart from the Policy.

Referring to the plans, there are 8 areas containing bars including a roof top terrace, three of which state permit vertical drinking including licensable activities of Live Music, Performance of Dance and Recorded Music; Joshua Bar, The Stage and 8 at the Londoner; how will these areas be managed and controlled.

The applicant is required to provide further submissions regarding the operation of the premises and to be able to understand the context behind the different areas:

- Will members of the public be permitted in all areas where licensable activities are permitted.
- It is noted that there are 3 outside areas with a terminal hour of 23:00, will all patrons in these areas be seated at all times with waiter/waitress service?
- How will these outside areas be managed and controlled?
- We note that the information provided for the Ballroom, Meeting Rooms and Event Spaces is very limited and therefore further submissions are required from the applicant as to operation, the types of events, how many events a year etc. We propose Model

Condition MC 53:

MC53 In relation to the (specified function room) there shall be no admission after (midnight) other than to (1) residents of the hotel and their bona fide guests, or (2) persons attending a pre-booked function

- Does the applicant have a Dispersal and Noise Policy to cover all areas of the Hotel?

The Whitcomb is proposed to be operated ancillary to food and would fall under Policy RTN1. The Licensing Authority raises concerns that this area is not conditioned and propose our Model Condition MC66 to form part of the Operating Schedule:

- *The Whitcomb shall only operate as a restaurant*
 - (i) in which customers are shown to their table,*
 - (ii) where the supply of alcohol is by waiter or waitress service only,*
 - (iii) which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table using non disposable crockery,*
 - (iv) which do not provide any take away service of food or drink for immediate consumption,*
 - (v) which do not provide any take away service of food or drink after 23.00, and*
 - (vi) where alcohol shall not be sold or supplied, otherwise than for consumption by persons who are seated in the premises and bona fide taking substantial table meals there, and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.*

Notwithstanding this condition customers are permitted to take from the premises part consumed and resealed bottles of wine supplied ancillary to their meal.

The Residence Bar we note will be for residents and their bona fide guests, however the number of guests is not limited and we seek further submissions on this point to clarify if it would fall within the Westminster Licensing Policy under HOT1. The condition proposed in the operating schedule leaves this open for hotel residents to bring an unlimited amount of guests within this space, currently your proposed condition is as follows:

2. The Residence (Level 06) to only be used by hotel residents and their bona fide guests.

The Licensing Authority proposes that the number of guests is limited to 4 persons and propose the following amended condition:

2. The Residence (Level 06) to only be used by hotel residents and limited 4 bona fide guests.

The Licensing Authority's policies, in relation to the Cumulative Impact Areas, are directed at the global and cumulative effects of licences on the area as a whole. The Licensing Authority encourages the applicant to provide further submissions as to how the premises will not add to cumulative impact in the cumulative impact area, as per policy CIP1, PB1 and RTN1.

The Licensing Authority encourages the applicant to provide further submissions as how if granted, this licence will not add to cumulative impact.

The applicant will need to satisfy the concerns of the Licensing Authority by demonstrating that the application will not add to cumulative impact if granted. It will be for Licensing Sub-Committee Members to determine this application, given its location within the West End Cumulative Impact area and the proposed hours of operation.

The Licensing Authority looks forward to receiving further submissions from the applicant in due course.

Please accept this as a formal representation.

3. Policy & Guidance

The following policies within the City of Westminster Statement of Licensing Policy apply:

<p>Policy HRS1 applies</p>	<p>A. Applications within the core hours set out below in this policy will generally be granted for the relevant premises uses, subject to not being contrary to other policies in the Statement of Licensing Policy.</p> <p>B. Applications for hours outside the core hours set out in Clause C will be considered on their merits, subject to other relevant policies, and with particular regard to the following:</p> <ol style="list-style-type: none"> 1. The demonstration of compliance in the requirements of policies CD1, PS1, PN1 and CH1 associated with the likelihood of the effect of the grant of a licence for later or earlier hours on crime and disorder, public safety, public nuisance and the protection of children from harm. 2. If the application is located within a Special Consideration Zone they have demonstrated that they have taken account of the issues identified in that area and provided adequate mitigation. 3. Whether there is residential accommodation in the proximity of the premises that would likely be adversely affected by premises being open or carrying out operations at the hours proposed. 4. The proposed hours of the licensable activities and when customers will be permitted to remain on the premises. 5. The proposed hours when any music, including incidental music, will be played. 6. The hours when customers will be allowed to take food or drink outside the premises or be within open areas which form part of the premises. 7. The existing hours of licensable activities and the past operation of the premises (if any) and hours of licensable premises in the vicinity. 8. Whether customers and staff have adequate access to public transport when arriving at and leaving the premises, especially at night. 9. The capacity of the premises. 10. The type of use, recognising that some venues are more likely to impact the licensing objectives than others; for example, pubs and bars are higher risk than theatres, cinemas and other cultural and sporting venues due to the nature of the operation. 11. The Licensing Authority will take into account the active measures proposed for a 'winding down' period including arrangements for people to be collected from the premises to travel home safely. 12. Conditions on hours may be attached that require that the supply of alcohol for consumption on the premises ceases a suitable period of time before customers are required to leave the premises. 13. The council, acting as the Licensing Authority, may reduce hours if, after review, it is necessary to impose conditions specifying shorter hours in order to promote the licensing objectives. 14. Specific days for non-standard hours should be identified and justified as part of the application to allow responsible authorities and interested parties to evaluate the impact that these licensable activities may have, and to plan accordingly. The consideration of applications for later hours for Bank Holiday Mondays will take into account that later hours are generally granted for preceding Sundays and that the next day is a working day. Non-specific days are expected to be covered by Temporary Event Notices or variation
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	<p>applications.</p> <p>For the purpose of Clauses A and B above, the Core Hours for applications for the premises use type as defined within this policy are: Hotels Monday to Thursday: 9am to 11.30pm. Friday and Saturday: 9am to 12am. Sunday: 9am to 10.30pm. Sundays immediately prior to a bank holiday: 9am to 12am. For the sale of alcohol to guests for consumption in hotel/guest rooms only: Anytime up to 24 hours.</p>
Policy CIP1 applies	<p>A. It is the Licensing Authority's policy to refuse applications within the West End Cumulative Impact Zone for: pubs and bars, fast food premises, and music and dancing and similar entertainment, other than applications to:</p> <ol style="list-style-type: none"> 1. Vary the hours within Core Hours under Policy HRS1, and/or 2. Vary the licence to reduce the overall capacity of the premises. <p>B. Applications for other premises types within the West End Cumulative Impact Zones will be subject to other policies within this statement and must demonstrate that they will not add to cumulative impact.</p> <p>C. For the purposes of this policy the premises types referred to in Clause A are defined within the relevant premises use policies within this statement.</p>
Policy HOT1(B) applies	<p>B. Applications inside the West End Cumulative Impact Zone will generally be granted subject to:</p> <ol style="list-style-type: none"> 1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1. 2. The hours for licensable activities are within the council's Core Hours Policy HRS1. 3. The sale by retail of alcohol, regulated entertainment and late-night refreshment must be an ancillary function to the primary purpose of the venue as a hotel. 4. The applicant has demonstrated that they will not add to cumulative impact within the Cumulative Impact Zone. 5. The application and operation of the venue meeting the definition of a Hotel as per Clause C. <p>C. For the purposes of this policy a Hotel is defined as a premises that is primarily used as an establishment providing overnight accommodation for customers.</p>
Policy PB1(B) applies	<p>B. It is the Licensing Authority's policy to refuse applications within the West End Cumulative Impact Zone other than:</p> <ol style="list-style-type: none"> 1. Applications to vary the existing licence hours within the council's Core Hours Policy HRS1. 2. Applications that seek to vary the existing licence so as to reduce the overall capacity of the premises. <p>C. The applications referred to in Clause B1 and B2 will generally be granted subject to:</p> <ol style="list-style-type: none"> 1. The application meeting the requirements of policies CD1, PS1, PN1 and CH1, and/or, 2. The application and operation of the venue continuing to meet the definition of a Public House or Bar in Clause D. <p>D. For the purposes of this policy a Public House or Bar is defined as a premises, or part of a premises that's primary use is the sale or supply of alcohol for consumption on those premises and/or for consumption off the premises for consumption outside the venue.</p>

4. Equality Implications

The Council in its capacity as Licensing Authority has a duty to have regard to its public sector equality duty under section 149 of the Equality Act 2010. In summary, section 149 provides that a Public Authority must, in the exercise of its functions, have due regard to the need to:

(a) eliminate discrimination harassment, victimisation and any other conduct that is prohibited by or under this Act;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and

(c) foster good relations between persons who share a relevant protected characteristics and persons who do not share it.

Section 149 (7) of the Equality Act 2010 defines the relevant protected characteristics as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

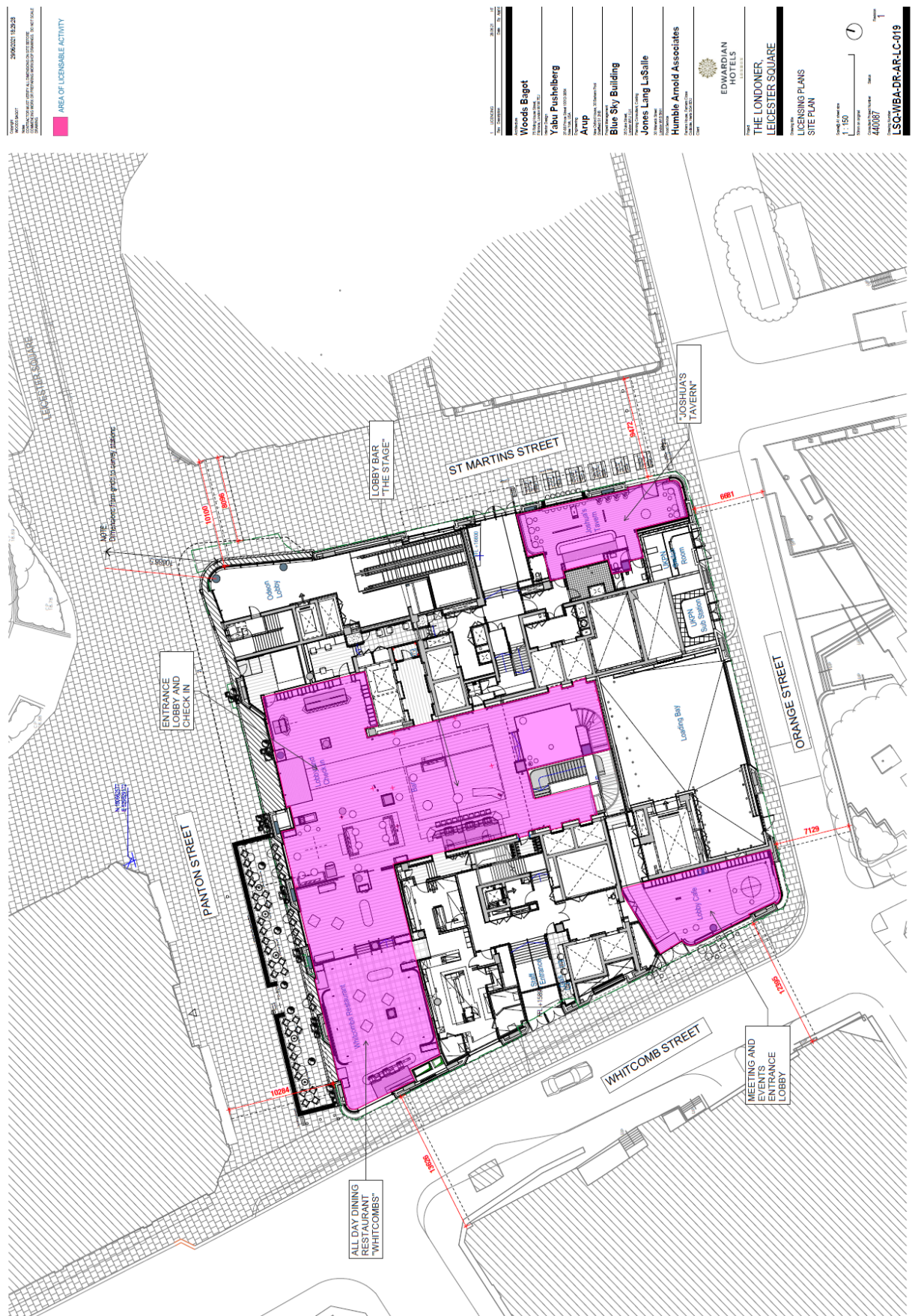
5.	Appendices
Appendix 1	Premises plans
Appendix 2	Applicant supporting documents
Appendix 3	Premises history
Appendix 4	Proposed conditions
Appendix 5	Residential map and list of premises in the vicinity

Report author:	Kevin Jackaman Senior Licensing Officer
Contact:	Telephone: 020 7641 6500 Email: kjackaman@westminster.gov.uk

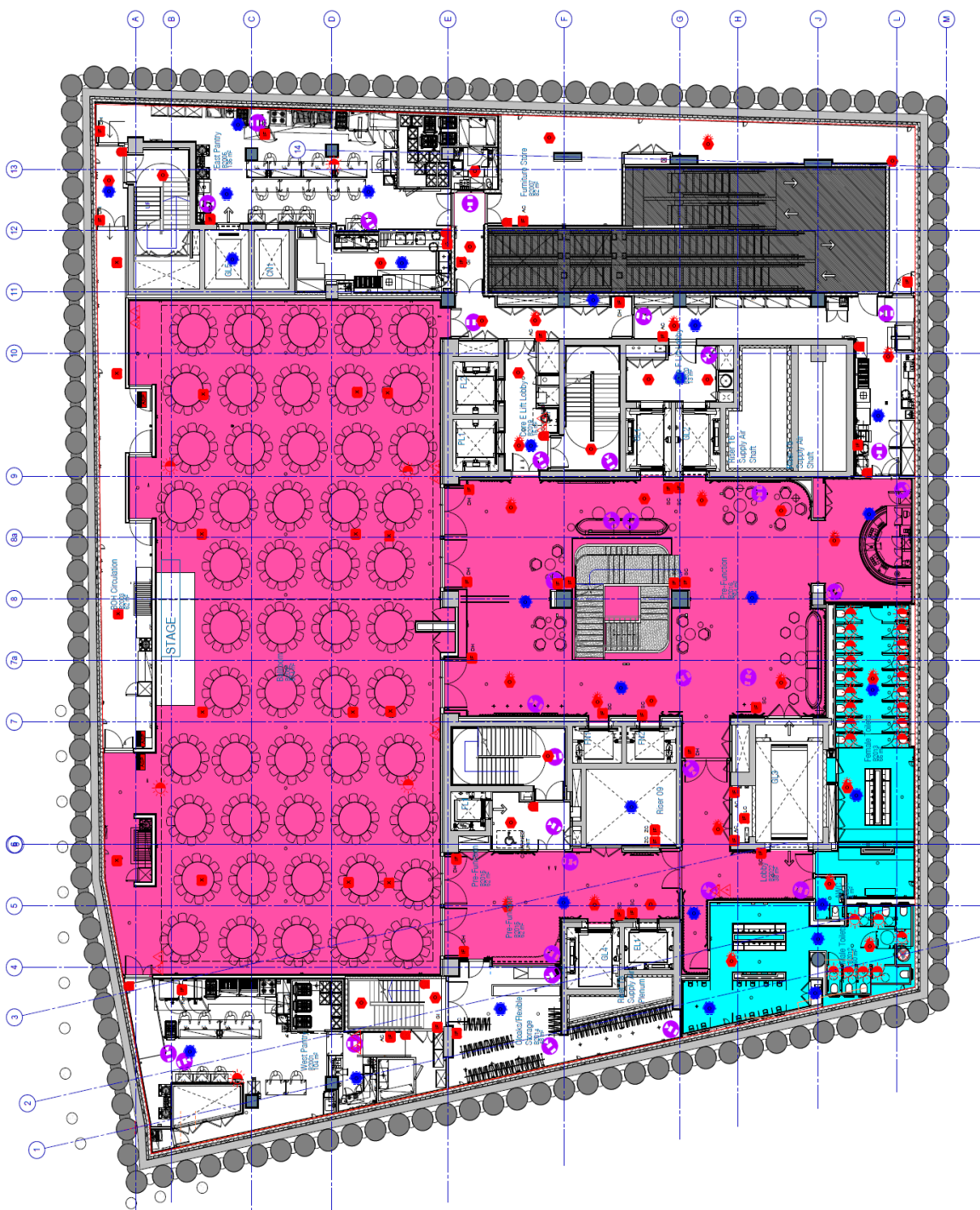
If you have any queries about this report or wish to inspect one of the background papers please contact the report author.

Background Documents – Local Government (Access to Information) Act 1972

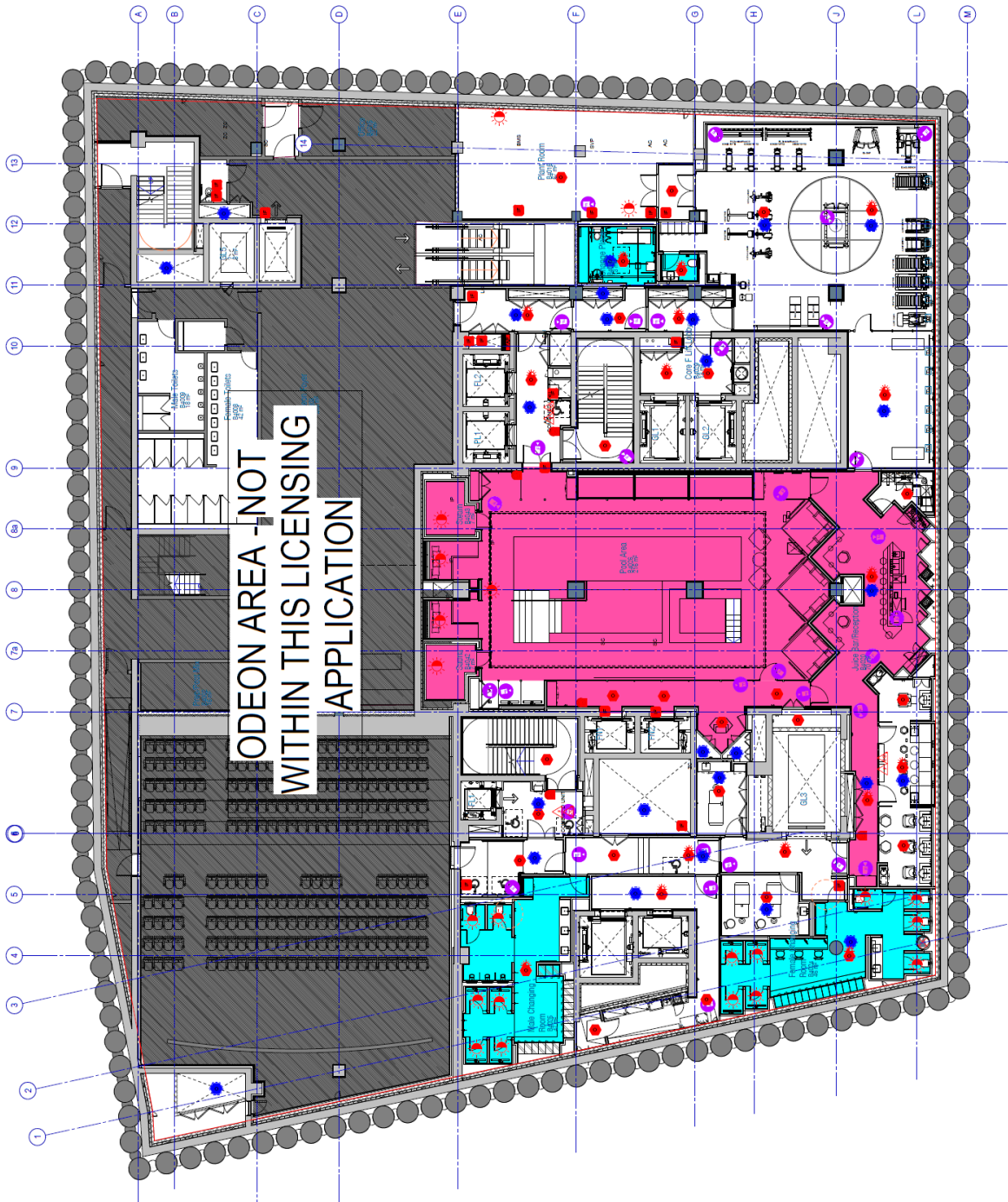
1	Licensing Act 2003	N/A
2	City of Westminster Statement of Licensing Policy	7 th January 2021
3	Amended Guidance issued under section 182 of the Licensing Act 2003	April 2018
4	Environmental Health Representation	16 March 2021
5	Metropolitan Police Service Representation	11 March 2021
6	Licensing Authority Representation	11 March 2021







LICENSING PLAN KEY	
--- EXTERNAL SEATING AREA	
AREA OF LICENSEABLE ACTIVITY	
TOILETS SERVING LICENSEABLE AREAS	
POINT OF ACCESS TO PREMISES	
VERTICAL ESCAPE AND FINAL EXIT FROM PREMISES	
CCTV (INTERNAL)	
CCTV (EXTERNAL)	
FIRE - TELEPHONE	
FIRE - EXPANDER UNIT	
FIRE - DISABLED REFUGE POINT	
FIRE - OPTICAL HEAT DETECTOR	
FIRE - CEILING SMOKE DETECTOR	
FIRE - OPTICAL HEAT VAD	
FIRE - VAD	
FIRE - INTERFACIAL UNIT	
FIRE - MANUAL CALL POINT	
FIRE - FIRE ALARM PANEL	
FIRE - ASPIRATING PANEL	
FIRE - ASPIRATING TEST POINT	
FIRE - HEAT VAD	
FIRE - HEAT DETECTOR	
FIRE EXTINGUISHER - CO2	
FIRE EXTINGUISHER - WATER	
FIRE EXTINGUISHER - AFFF	
FIRE EXTINGUISHER - WET CHEMICALS	



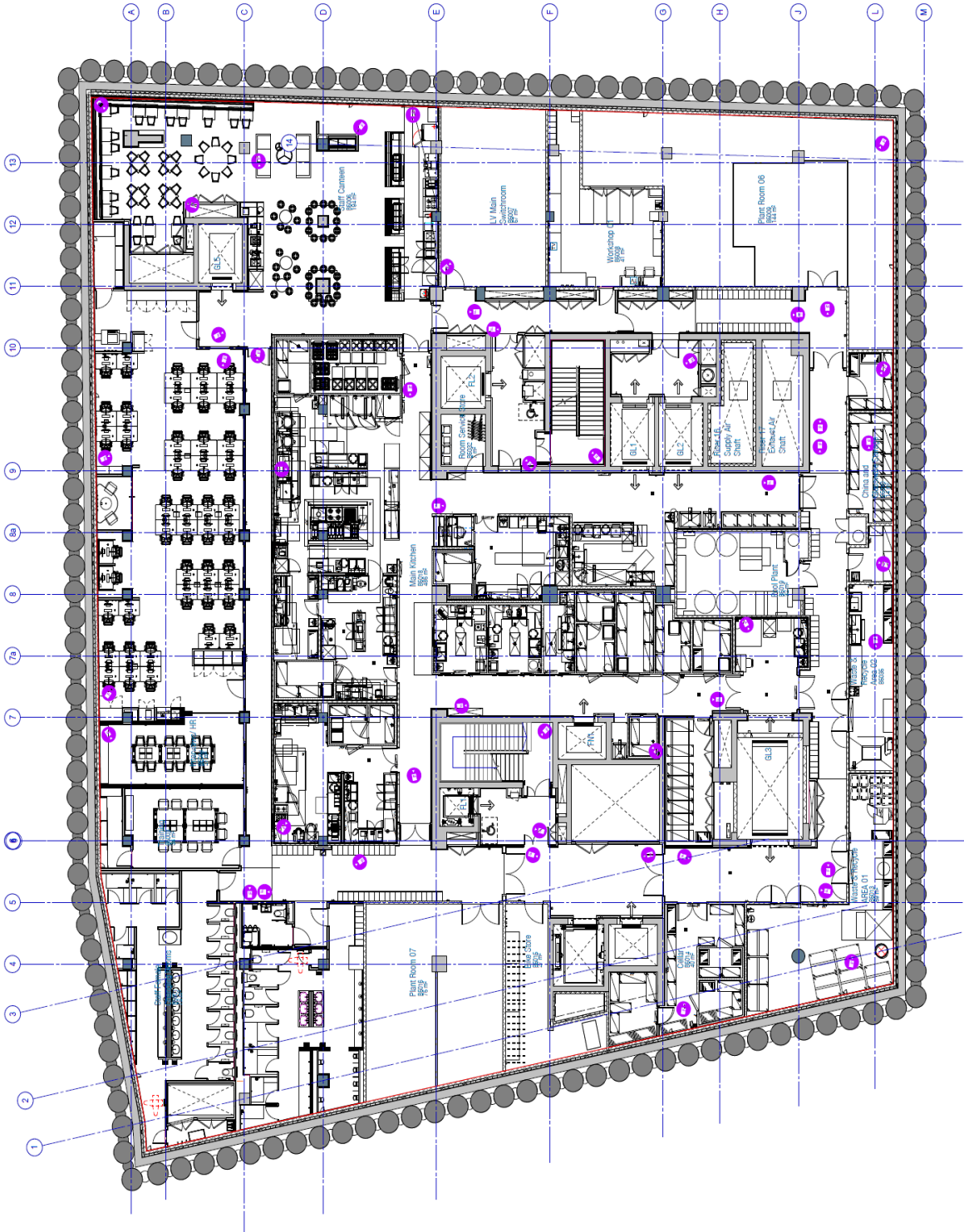
Woods Bagot
Yabu Pushelberg
Atup
Blue Sky Building
Jones Lang LaSalle
Humble Arnold Associates

EDWARDIAN
HOTELS

LEICESTER SQUARE

LICENSING PLANS
BASEMENT 4 - POOL & SPA

PROVIDED FOR INFORMATION ONLY -
NO LICENSABLE AREAS ON THIS LEVEL

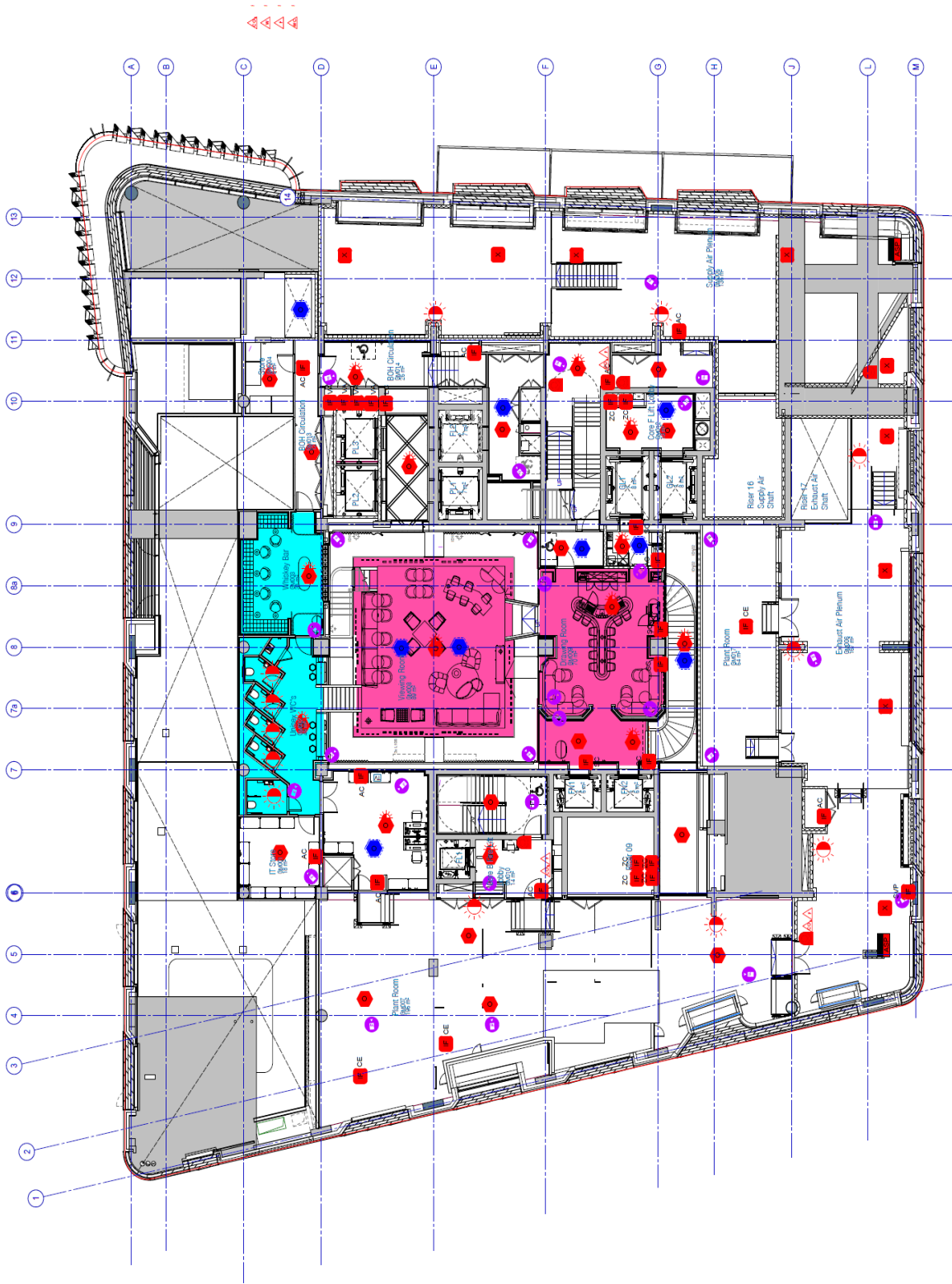


2. LICENSABLE AREAS
The following areas are designated as licensable areas for the purposes of the Licensing Act 2003.

Name	Address	Area	Size
Woods Bagot	100 Leicester Square, London WC2E 7BT	Bar	100 sqm
Yabu Pushelberg	100 Leicester Square, London WC2E 7BT	Bar	100 sqm
Arup	100 Leicester Square, London WC2E 7BT	Bar	100 sqm
Blue Sky Building	100 Leicester Square, London WC2E 7BT	Bar	100 sqm
Jones Lang LaSalle	100 Leicester Square, London WC2E 7BT	Bar	100 sqm
Humble Arnold Associates	100 Leicester Square, London WC2E 7BT	Bar	100 sqm

EDWARDIAN HOTELS
LEICESTER SQUARE
Licensing Plans
BASEMENT 5 - STAFF FACILITIES
Scale: 1:100
Drawing Number: 440087
Revision: 2
LSQ-WBA-AR-LC-002

LICENSING PLAN KEY	
	LICENSABLE AREA
	EXTERNAL LIGHTING AREA
	AREA OF LICENSABLE ACTIVITY
	TOILETS SERVING LICENSABLE AREAS
	POINT OF ACCESS TO PREMISES
	VERTICAL ESCAPE AND FIRE EXIT FROM PREMISES
	CCTV (INTERNAL)
	CCTV (EXTERNAL)
	FIRE TELEPHONE
	FIRE INTERCOM UNIT
	FIRE CHARGED REFUGE POINT
	FIRE - OPTICAL HEAT DETECTOR
	FIRE - COLUMNS/POINTER DETECTOR
	FIRE - OPTICAL HEAT AND
	FIRE - AND
	FIRE - INTERFERENCE UNIT
	FIRE - MANUAL CALL POINT
	FIRE - FIRE ALARM PANEL
	FIRE - ASPIRATING PANEL
	FIRE - ASPIRATING TEST POINT
	FIRE - HOAT AND
	FIRE - HOAT DETECTOR
	FIRE EXTINGUISHER - CO2
	FIRE EXTINGUISHER - WATER
	FIRE EXTINGUISHER - AFFF
	FIRE EXTINGUISHER - WET CHEMICALS



1. LICENSING PLAN APPLICATION
2. LICENSING PLAN APPLICATION

Woods Bagot
11 Abchurch Lane, London EC4N 3DF

Yabu Puschelberg
11 Abchurch Lane, London EC4N 3DF

Arup
11 Abchurch Lane, London EC4N 3DF

Blue Sky Building
11 Abchurch Lane, London EC4N 3DF

Joies Lang LaSalle
11 Abchurch Lane, London EC4N 3DF

Humble Arnold Associates
11 Abchurch Lane, London EC4N 3DF

EDWARDIAN
HOTELS
LEICESTER SQUARE

LEICESTER SQUARE
HOTELS
LEICESTER SQUARE

LICENSING PLANS
GROUND FLOOR/MEZZANINE- BAR
/PLANT

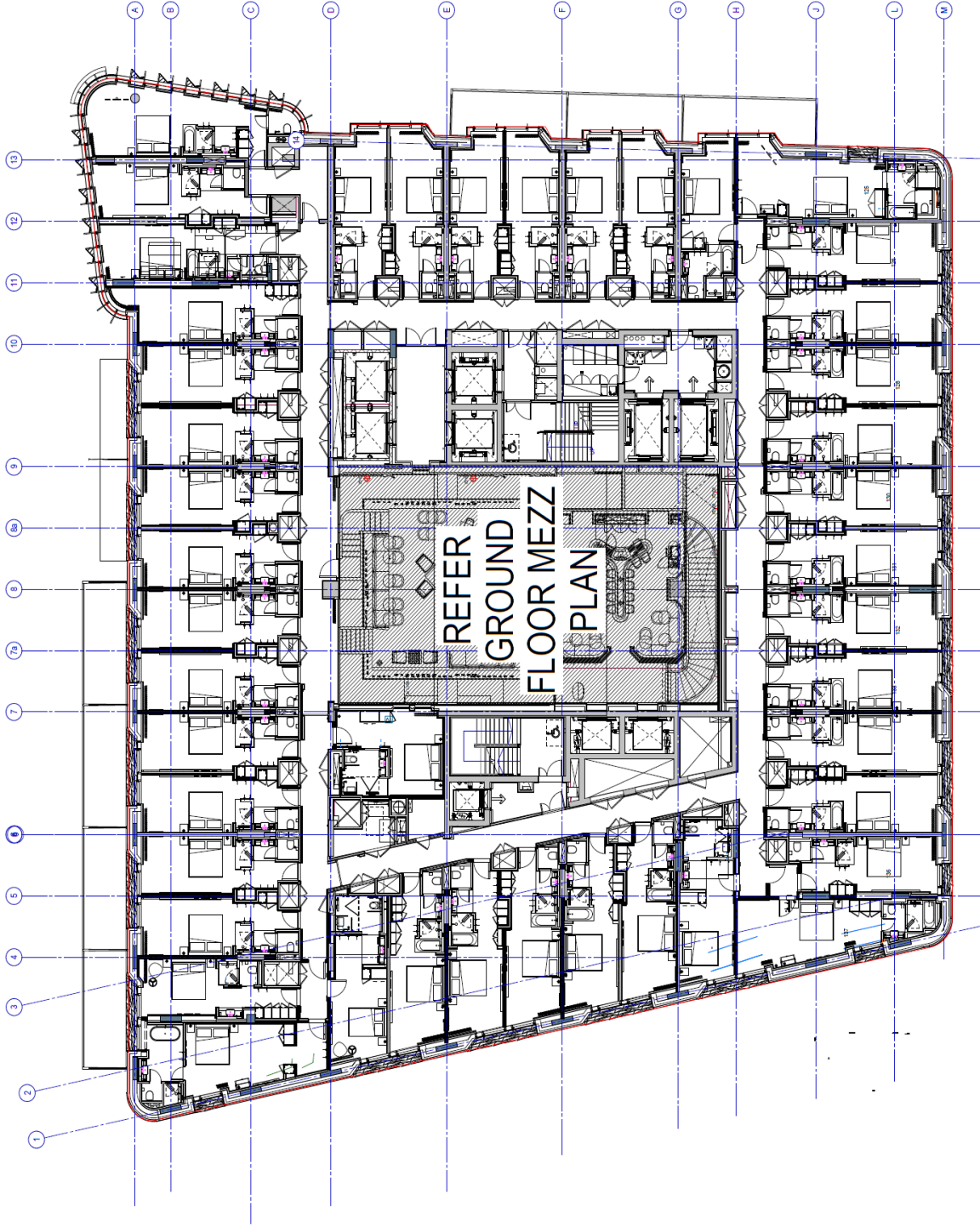
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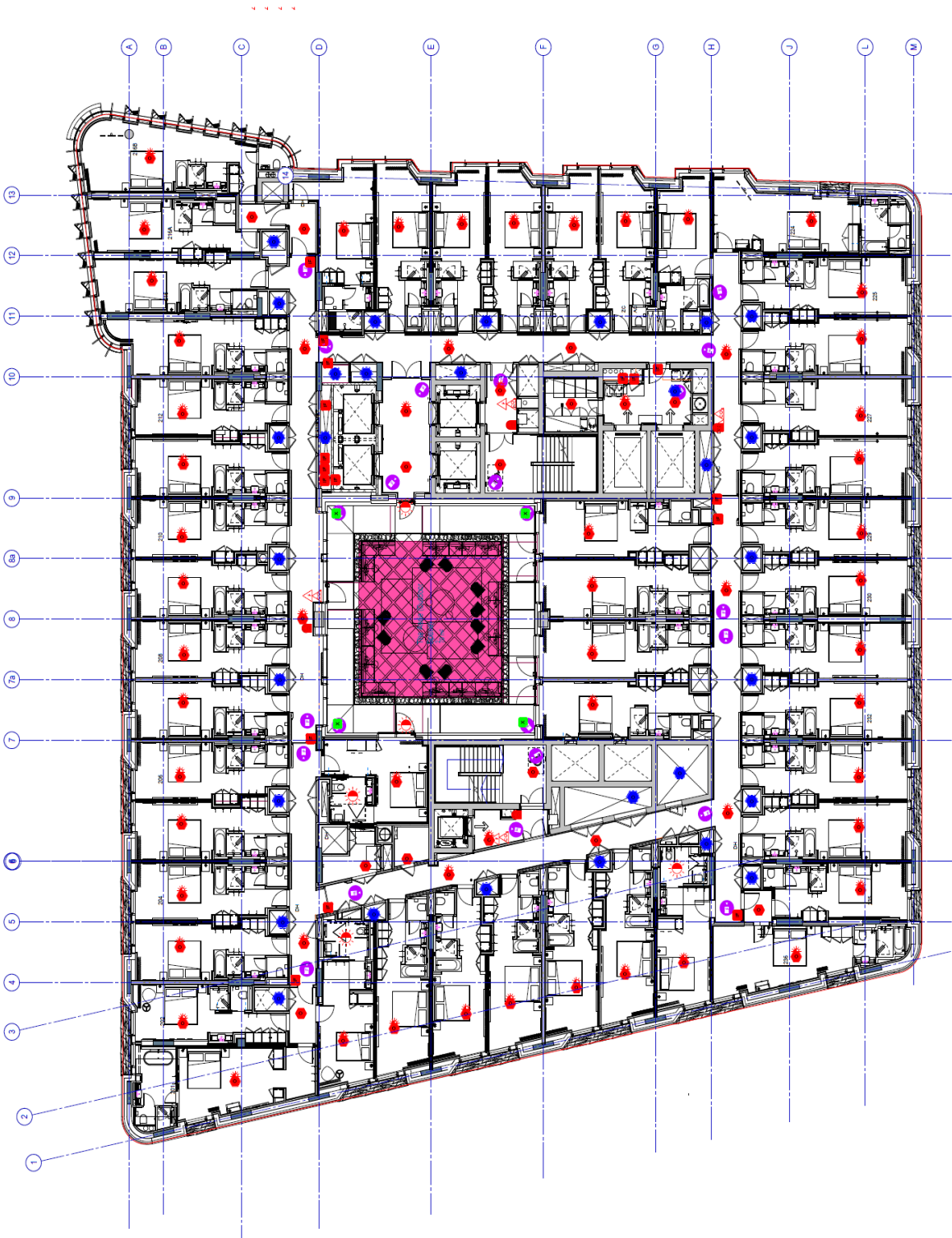
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2

PROVIDED FOR INFORMATION ONLY -
NO LICENSABLE AREAS ON THIS LEVEL

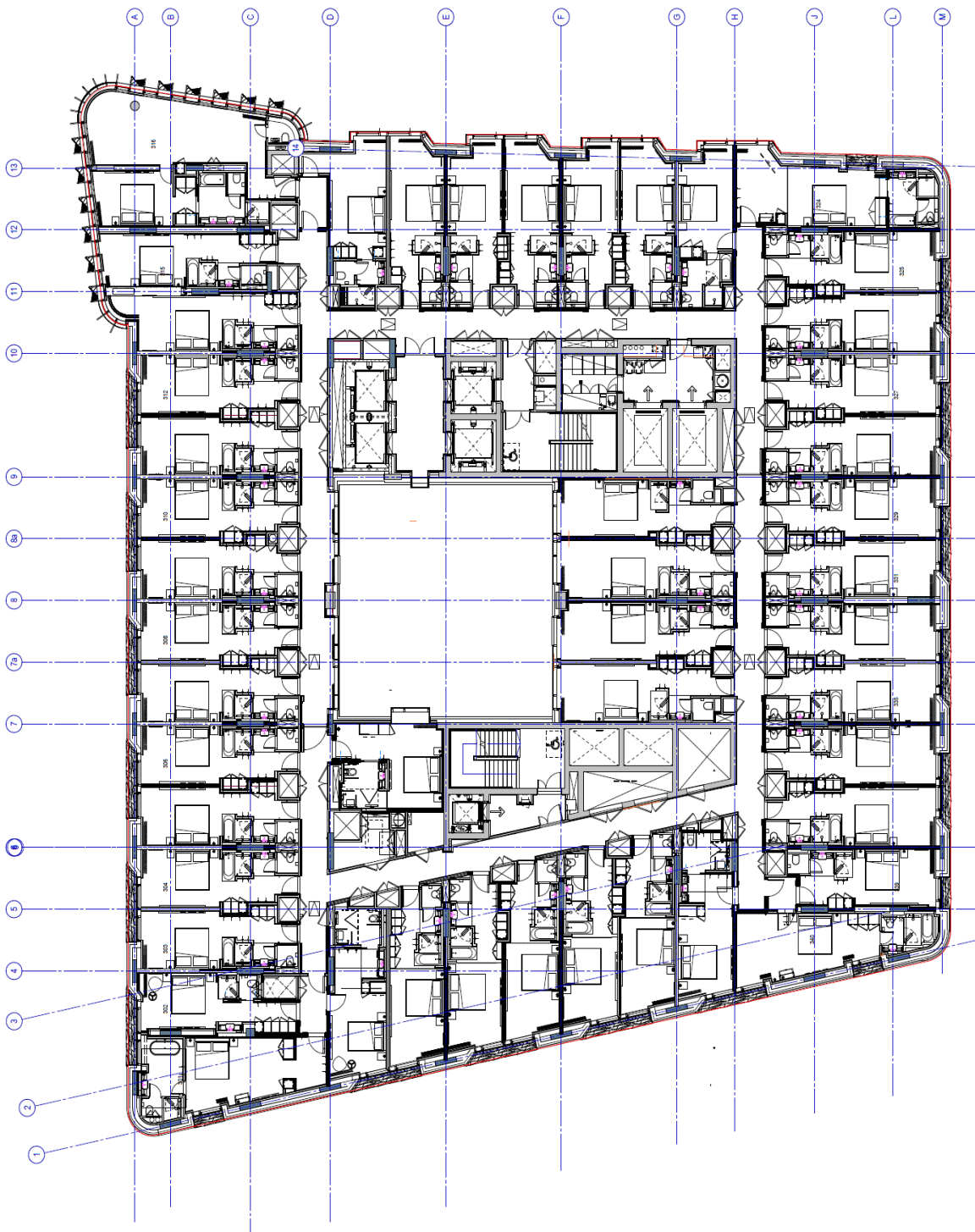


LICENSING PLAN KEY	
---	LICENSING AREA
---	EXTERNAL SEATING AREA
---	AREA OF LICENSEABLE ACTIVITY
---	TOILETS SERVING LICENSEABLE AREAS
---	POINT OF ACCESS TO PREMISES
---	VERTICAL ESCAPE AND FINAL EXIT FROM PREMISES
---	CCTV (INTERNAL)
---	CCTV (EXTERNAL)
---	FIRE - TELEPHONE
---	FIRE - SPARKER UNIT
---	FIRE - DISABLED REFUGE POINT
---	FIRE - OPTICAL HEAT DETECTOR
---	FIRE - CULINARY EXHAUST DETECTOR
---	FIRE - OPTICAL HEAT AND
---	FIRE - AND
---	FIRE - INTERFACE UNIT
---	FIRE - MANUAL CALL POINT
---	FIRE - FIRE ALARM PANEL
---	FIRE - ASPIRATING PANEL
---	FIRE - ASPIRATING TEST POINT
---	FIRE - HEAT AND
---	FIRE - HEAT DETECTOR
---	FIRE EXTINGUISHER - CO2
---	FIRE EXTINGUISHER - WATER
---	FIRE EXTINGUISHER - AFFF
---	FIRE EXTINGUISHER - WET CHEMICALS



Woods Bagot	16/02/2020 14:23:23
Yabu Pushelberg	16/02/2020 14:23:23
Arup	16/02/2020 14:23:23
Blue Sky Building	16/02/2020 14:23:23
Jones Lang LaSalle	16/02/2020 14:23:23
Humble Arnold Associates	16/02/2020 14:23:23
EDWARDIAN HOTELS	16/02/2020 14:23:23
LEICESTER SQUARE	16/02/2020 14:23:23
LICENSING PLANS	16/02/2020 14:23:23
LEVEL 02 - BEDROOMS	16/02/2020 14:23:23
Scale: 1:100	16/02/2020 14:23:23
440087	16/02/2020 14:23:23
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NO LICENSABLE AREAS ON THIS LEVEL



Row	Description	Date	By	Appld
2	LICENSING PLAN APPLICATION	18.02.26		MT
1	LICENSING PLANS - DRAFT FOR COMMENT	07.02.26		MT

Woods Bagot Architecture

Yabu Pushelberg

Engineering
Arup

Blue Sky Building

Planning Consultant, Consulting
Jones Lang LaSalle

Humble Arnold Associates

EDWARDIAN
HOTELSProject
LEICESTER SQUARE

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LEVEL 03 - BEDROOMS

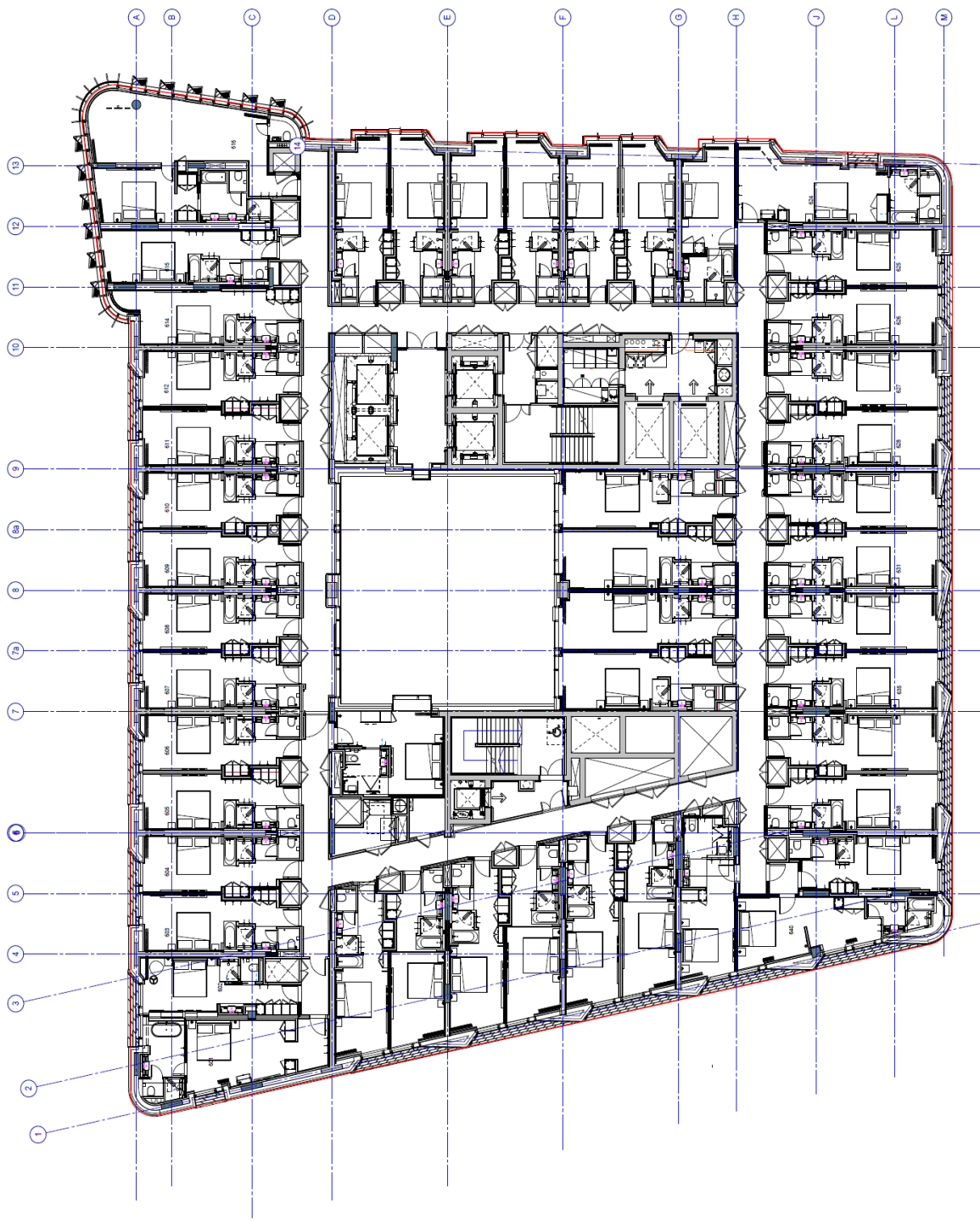
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Consultant Project Number	140087
Status	Finalized
Revision	2

LSQ-WBA-AR-LC-012



PROVIDED FOR INFORMATION ONLY -
NO LICENSABLE AREAS ON THIS LEVEL



1. LEICESTER SQUARE
2. LEICESTER SQUARE
3. LEICESTER SQUARE
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10. LEICESTER SQUARE
11. LEICESTER SQUARE
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15. LEICESTER SQUARE

- Woods Bagot
- Yabu Puschberg
- Atrop
- Blue Sky Building
- Jones Lang LaSalle
- Humble Arnold Associates

EDWARDIAN
HOTELS

LEICESTER SQUARE

LICENSING PLANS
LEVEL 06 - BEDROOMS

Scale: 1:100
Drawing: 440087
Date: 16/02/2020

The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX**New Premises Licence Application****Operating Schedule*****General***

The Londoner Hotel is Edwardian Hotels London's latest project. The Hotel is boutique in feel yet staggering in scale; individual, intimate, eclectic and curated. A perfectly engineered collection of spaces, tastes, textures and offerings is brought to life over 16 floors in London's legendary square. The Londoner is home to 350 exquisite bedrooms and suites, each with their own unique views of London. Discover a collection of restaurants and bars, including alfresco dining on the ground floor, a rooftop bar, a magnificent ballroom, private meeting and events spaces, an urban spa experience and two screening rooms.

As to be expected the hotel will operate on a 24 hour basis and the intention is to offer a full Premises Licence authorising the sale of alcohol (on and off the premises), regulated entertainment (live and recorded music, dancing, films, indoor sporting events, plays, anything of a similar description) and late night refreshment.

Outside areas are available for both Joshua's Bar, Whitcomb's Restaurant and 8 Bar as per the attached plans.

The intention is for the Premises Licence to cover the following trading hours across all areas of the Hotel:

Name	Days	Proposed Open	Terminal Hour
Whitcomb's	Monday to Sunday	6.30am	11.30pm
The Stage	Monday to Saturday	8am	1am
The Stage	Sunday	8am	12midnight
Joshua's Tavern	Monday to Saturday	11am	11.30pm
Joshua's Tavern	Sunday	12noon	10.30pm
The Residence (3 areas)	Monday to Sunday	24 hours a day	
The Retreat (Spa)	Monday to Sunday	6am	10pm
8 at the Londoner	Monday to Wednesday	11am	1am
8 at the Londoner	Thursday to Saturday	11am	2am
8 at the Londoner	Sunday	11am	12midnight
Meetings & Events (Gallery, Ballroom)	Monday to Sunday	6.30am	1am
In room dining	Monday to Sunday	24 hours a day	

Please also see attached Safety & Security Management Strategy for The Londoner which covers all aspects of security at the premises including details of the dispersal policy, deliveries policy, CCTV, and door supervisors.

Joshua's Bar – Lower Ground Floor

- “Gin Bar”, also serving traditional beers using a “tank system”, no food, only snacks, live and acoustic music.
- Tuesday to Saturday – the intention is to have security in place, particularly to police the outside area which is laid out with tables in the al fresco area (marked on plan). Appropriate posts and rope system to define perimeter.
- Joshua's Bar can accommodate approximately 60 customers, which includes seating for 40 inside and outside seating for 12.
- The premises will operate a mixed table and bar service.

Whitcomb's Restaurant

- Breakfast, lunch and evening meals.
- Alcohol is to be served with table meals only.
- Waiter/waitress service only
- Intention to offer alcohol from an early hour is, for example, to permit the sale of alcohol to a non-resident guest at a function (wedding) who may ask for an alcoholic beverage (mimosa, etc)
- Background music to be played in the restaurant only.
- Off sales if only for unfinished bottles of wine to hotel residents only.

The Stage

- Low key live music, ie, pianist and bar area.
- This area is adjacent to client services and Whitcomb's and may well be used as a pre-dinner drinks area.
- The Stage also has the lifts to the rear which will be used for The Residence and 8 Bar as well as a Hostess Station and security.

The Residence (incorporating The Whisky Room, The Drawing Room and The Y Bar)

- Exclusive area for hotel residents only.
- 24-hour operation.
- Entrance via lifts to rear of The Stage or the stairs at the south side of The Stage.
- Entrance will be via a Hostess Station who will check eligibility using room key card.
- Security will also be present at Hostess Station.
- Table service only
- Food available – more restaurant than “bar”.

8 At the Londoner

- Entrance at lifts to rear of The Stage (referred to as FN1 and FN2) with Hostess Station and security.
- Hostess will check reservation and ID and call up to the 8 Bar to announce guest, security also present after 5 pm every day open for licensable activities.
- Two more security staff present upstairs at 8 Bar.
- Reservations available but can also take walk ins.
- More bar than restaurant.
- Live music, recorded music, no standing space, seating only, private hire available.
- Approximately 200 customers can be accommodated.
- Seating is available on the outside terrace for both customers and smokers.
- No music to be played outside after 11.30 pm.



THE LONDONER LEICESTER SQ.

THE LONDONER ANNOUNCES APRIL 2021 OPENING



THE WORLD'S FIRST SUPER BOUTIQUE HOTEL IN LEICESTER SQUARE

2nd December 2020 - As some of the most prolific players in the London hospitality scene, Edwardian Hotels London has not slowed in their quest to launch The Londoner, at a time when the industry needs it most. Taking centre stage on Leicester Square, The Londoner will welcome arrivals from April 2021, not only placing guests in the world's first super boutique hotel, but also at the heart of the West End theatreland.

Boutique in feeling yet staggering in scale, The Londoner is set to transform the city's hotel landscape. In excess of £300 million of investment towards the group's most ambitious project to date, Edwardian Hotels London continues to be prolific in the hospitality space, demonstrating their continued commitment to the UK and unwavering confidence in its future as a global city.

Charles Oak, Hotel Director of The Londoner, comments "We hope that The Londoner will stand as a beacon of hope for London's ever resilient hospitality industry and are proud to be recruiting a world class taskforce made up of the city's most hardworking and talented individuals. Together, we are looking forward to opening our doors in the Spring and welcoming guests from all over to their new home from home, in the heart of the capital's most vibrant neighbourhood."

THE LONDONER

So much more than a hotel, The Londoner will offer an 'urban resort' destination of the highest architectural quality. Opening across 16 storeys, the hotel will feature 350 guest rooms, suites and a tower penthouse with panoramic views, two private screening rooms, a mix of six concept eateries - including bars and a tavern, alfresco dining on the ground floor and a contemporary Japanese lounge bar with a rooftop terrace and fire pit - plus an expansive ballroom suited for any occasion, a variety of meeting spaces and a results-driven gym and wellness centre.

Its contemporary aesthetic crafted by Yabu Pushelberg, the world-renowned designers behind the Four Seasons hotel in Downtown Manhattan New York, Jean George's The Fulton and luxury retailer Lane Crawford's 150,000-square-foot Shanghai flagship, will complement the remarkable 16-storey architecture by Woods Bagot, known for the sky-high New York Manhattan restaurant and the Adelaide Contemporary.

Guests will enter the Lobby where the hotel's signature restaurant will evolve from a cosy meeting spot in the day into a vibrant dinner spot in the evening. On the rooftop, a new destination for discerning Londoners, with open air firepit seating can be found - a true rarity in London. Additionally, a tavern on the ground floor will offer a specially curated drinks menu and daily unplugged music performances. A hotel guests only area made up of three distinct places will be located on the first floor. As with all of Edwardian Hotels London's impressive venues, the eateries will strive to provide something special and unique in the capital that appeals to all walks of London life.

The hotel's 350 guestrooms and suites will feature floor to ceiling windows, fastidious detailing and finishing's offset by curated artworks and the latest technology.

In the subterranean levels are a variety of meeting spaces, including a state-of-the-art ballroom accommodating up to 864 guests; a room for bespoke events and seven private meeting rooms as well as a wellness space, swimming pool and gym; hair and nail salon; barber shop and two private screening rooms. Regular events programme will bring exclusive experiences, performances and installations to the building.

As a brand-new build in the heart of London, The Londoner will employ pioneering methods of sustainable luxury and secured a £175 million Green Loan from HSBC UK, a first for the hospitality sector. The funding will be used to ensure the new hotel doesn't just meet but exceeds the BREEAM Excellent category in building environmental and sustainable performance.

Promising London a new landmark and city destination, The Londoner will deliver the very best in intimate luxury offering the capital a new urban oasis and the most sophisticated playground.

The Londoner is a member of the prestigious Preferred Hotels & Resorts Legend Collection.

Reservations can be made from 22nd March at [+44 20 7451 0102](tel:+442074510102) or via email at reservations@thelondoner.com.

More to come soon...

~ends~

Edwardian Hotels London

Edwardian Hotels London is one of the UK's largest privately owned hotel groups, which has been operating and developing its hospitality portfolio, including upscale five and four star luxury hotels, since Jasmin Singh OBE began his career within the hospitality industry in 1977; forming the beginnings of what would become Edwardian Hotels London.

Today, Edwardian Hotels London owns and operates The May Fair, The Edwardian Manchester, both part of premium lifestyle brand Radisson Collection, 10 Radisson Blu Edwardian hotels across London and a range of luxury restaurant and bar brands, including the award-winning Kitchen concept restaurants; May Fair Kitchen, Bloomsbury Street Kitchen, Peter Street Kitchen, Leicester Square Kitchen, Monmouth Kitchen and May Fair Bar, as well as Steak & Lobster and Scoff & Banter.

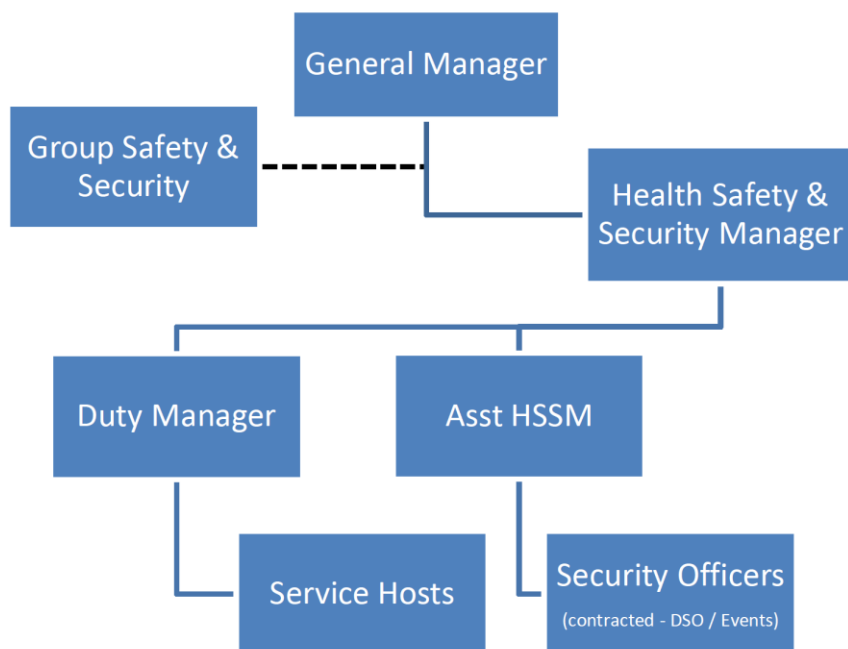
Edwardian Hotels London is currently engaged in its latest project, The Londoner. Set to open in April 2021, the world's first super boutique hotel in London's Leicester Square will incorporate a luxury lifestyle hotel, six concept eateries, bars, spa and private screening rooms. It is a member of Preferred Hotels & Resorts' prestigious Legend Collection.

For more information, visit <http://www.edwardian.com>

Safety & Security Management Strategy – The Londoner

The proposed Security Management Structure is shown here:

The Londoner **Safety & Security**





Description of Security Function, Roles and Systems

It is a fundamental expectation of our guests, visitors and employees that we would maintain a safe and secure environment; it is a critical success factor in how we manage our business. We have a strong culture of ownership and responsibility that exists through an established security program.

The Londoner is a flagship development for Edwardian Hotels London; its location as a significant and iconic building amongst the landscape of London's West End presents us with an ever-increasing awareness of the many risk factors that are involved.

A combination of operational management team members, electronic, physical and passive security systems will be built around our strategic focus to protect the building, its assets and people. As a publicly accessible place the vulnerabilities are both expansive and diverse.

Our intention as with existing operations is to capture the rich benefits of service excellence that is present within each of our hosts. Delivering security through service (the program) is fundamental to our core values and enables us to maintain a positive, nonintrusive and very effective crime prevention plan.

1. Proprietary Security

The very unique and complex nature of the building demands a deep understanding and practical working knowledge of its operations not just in daily operations but critically in times of emergency. It is inevitable then that the building and those expected to safely operate within it must be supported by a permanent and competent expert in safety, security and fire safety management practices. This role requires a supportive, equally competent practitioner as a deputy to ensure adequate and proportionate focus on the fire and life safety aspects of the building and its occupants is maintained to a high standard.

The Security, Health & Safety Manager (SHSM) will be responsible for the creation and implementation of the strategic plan, ('the plan'), which ensures the promotion of a safe and secure environment. Inclusive of and not limited to Health & Safety, Fire Safety, and Security Management practices and procedures. The Assistant Safety & Security Manager will be responsible for the accurate translation of 'the plan' into day to day operations and facilitating the transfer of knowledge across each of the composite departments of the building. This will include comprehensive fire safety management, monitoring and training of staff. Fire Safety training within this property will be of paramount importance given its unique character. A fire strategy document that reaches into 170 pages is evident of the complexity. A reflective Operational Fire Plan has also been created and agreed with consultant

specialists.

A full job description for both the SHSM and Assistant roles has been agreed. The SHSM has been appointed as part of the pre-opening team since February 2020. The supporting Deputy role has also been appointed and will join the team in the near future.

2. Support – Contract Security

General day to day security of the building is to be maintained by an Operations Duty Manager who is present on a 24hr basis. Dependent upon daily changing needs of the business this may also include the deployment of security officers dedicated to specific tasking. This is a very flexible process determined by risk factors associated with our residents, users of conference and events spaces or external factors which have an impact locally. It is planned to deploy a Duty Security Officer (DSO) on a 24hrs basis with a primary role to support operations and based on the ground floor public areas of the building.

Where necessary, parts of the building which will include bars and restaurant outlets will have the additional manned security resources to ensure safe operation, aligned also to conditions as determined by a Premises License yet to be established. It is anticipated that a team of 2-3 licensed officers will be permanently based in 8 Bar during evening operating hours. To be agreed and again is subject to licensing requirements. Further SIA Door Supervisor licensed security staff will be present in support of licensing objectives during operating hours of other venues: Joshua's Tavern and meetings and event spaces as required.

Security will comprise both manned guarding and electronic systems including a comprehensive closed circuit television system, access control and visitor management systems. Passive security measures including hostile surveillance detection will also be employed as appropriate.

3. Group Security

A proportionate and flexible security plan will be put in place to ensure the needs of the business are met on a daily changing basis. Working closely with the General Manager, SHSM and senior Heads of Department, Group Security will set the conditions necessary to support the local hotel team.

Group Security is responsible for supporting the SHSM with the development of mutually beneficial relationships with LSQ neighbours, local authority, police and private industry crime prevention groups. EHL benefits from established working relationships with Heart of London (HoL) Business Improvement District, Safer Business Network and other Westminster focused crime reduction initiatives / partnerships. We actively encourage and assist in developing direct relationships with local hotel teams with Met Police Neighbourhood officers and have had a presence within Leicester Square and other locations within the borough for many years.

EHL are one of several participating businesses within the square that currently enable and contribute additional funding towards the My Local Bobby Officers via HoLBA – a vital asset for EHL given the disposition of both The Hampshire and The Londoner hotels.

Group security will frequently share vital business crime intelligence on incidents, suspects, preventive measures and real time information relating to unfolding events providing management advice from various communication channels as described above. This enables the General Manager, SHSM and senior team members to implement an effective response plan with accurate, relevant and timely information.

4. Duty Manager

The role of Duty Manager will reflect a more traditional function - that of a dedicated, experienced operations based leader. In this form the 'DM' will retain full control and ownership of operations on a daily basis and not be impacted by other departmental distractions where the role is performed by inter departmental candidates.

Otherwise - all staff performing the role of Duty Manager will be an experienced operator who in addition to their core role within the operation will have been equipped with additional skills and training. This may include, Incident and Crisis Management, Security Health and Safety training for Managers, Mass Casualty Trauma First Aid, Counter Terrorism and Hostile Reconnaissance, SCaN (See Check and Notify), Action Counter Terrorism- ACT (Met Police / Nactso), Conflict Management and accident investigation skills.

This is a critical role for the effective management of the site. The Duty Manager will fulfill a key role by ensuring that all deployed security resources are effectively implemented and maintained at all times.

The Duty Manager along with Heads of Departments will ensure that all guests, staff and visitors comply with the relevant procedures as described in company formulated policy and procedures. This particularly applies to issues relating to emergency life safety and security procedures.

5. Lobby Service Hosts

As described our approach to providing effective layers of security through our frontline teams is never more apparent than at reception. A combination of door staff, lobby hosts, reception and concierge desk staff form a highly effective service orientated and layered security deterrent.

6. Security & Visitor Systems

Security in the built environment is about protecting people, information and property and in principle include elements of: prevention, detection and response. Appropriate physical and electronic security systems such as access control, surveillance cameras and human response components are incorporated and seek to mitigate predictable or known threats and vulnerabilities.

The specifications of the access control system are a vital component in the security operations of the building. We have integrated our existing bespoke Kronos global access control system into the building, with over 250 electronic doors providing efficient and secure and monitored access conditions throughout.

Each employee receives a personal photo ID proximity card which enables them access to the building and to predetermined areas of work. It also restricts access to areas of the business where additional security is required i.e. IT & Communications rooms, asset storage facilities, finance, security and human resources offices.

The same system will also be utilised to permit and control access to occupiers (Odeon staff) to common spaces where the need exists. This enables us complete control and flexibility and the ability to monitor this on a remote basis. System management is provided remotely by Group Security as it currently does with our existing properties. The local Security Management team will also retain autonomous control without restriction.

A number of external contractors will also be provided with proximity photo identity cards which enables access to the building. In such cases all visiting contractors would also be expected to comply with a strict visitor management system and will need to enroll upon entry to the building.

7. Guest Access

Having passed through our check in process each guest will be provided with a unique key card which is to be a latest generation contactless card or via an encrypted virtual key to mobile devices both provided by Salto systems. Each guest bedroom is equipped with an individual electronic strike with deadlock facility which is with high security integrity and engineered as bespoke to The Londoner.

This same locking system will be deployed to all guest passenger lifts and pedestrian access to all guest bedroom corridors. Access to these areas will not be possible without possession of a valid guest key card.

Where operationally possible the main entrance to the building will remained locked overnight. Access can be achieved by bona fide guests via the use of the same guest key credential at proximity card readers deployed at the point of entry.

8. CCTV Surveillance System

As described above, CCTV cameras will be deployed in strategic locations throughout all public spaces including bars, restaurants, reception and meeting and events spaces. It will also include all private back of house areas, and key areas of increased risk, a number of external cameras will be strategically placed to provide coverage of common boundaries, licensed terraced areas and points of entry / exit. The cameras and associated systems will be recorded and managed in compliance with the Code of Practice and exceed

WCC Model Conditions 01 & 02. The camera system is IP based with back to back server processing using the latest Hanwha Techwin WAVE VMS technology along with HD megapixel camera technology. System and network management is provided by Group Security and IT department. There are an estimated 500 cameras.

9. Passive Security Measures

In addition to the other forms mentioned in this section, there will also be appropriate passive forms of security such as signage, other CPTED modeled legitimate activity and occasional use of plain clothes behavioural surveillance officers (BSO's) SIA DS / CP Licensed. We plan to deploy specialist BSO's in the opening months as our operation settles in to the new environment. The primary objective will be to monitor and detect patterns of criminality that we know persistently affect the West End. It is our intent to broaden the scope of the BSO's work to include our night time operations; observing the movement of patrons into and more importantly from the building, their patterns of behavior and how they merge, interact and impact on the local area environment. This data will play a key role in how we then alter and adapt operations around all non-residential retail spaces.

10. Deliveries & servicing

A delivery and Service Management exists

Access to the hotel service areas will be controlled by a perimeter shutter and appropriate measures will be implemented to prevent unauthorised access for vehicles and personnel. The shutter will be kept closed at all times except when vehicles are required to enter or leave the service bay to minimise noise and disturbance to nearby properties.

The Building's loading dock and goods receiving staff will control access to the service areas, including courier deliveries during specified hours.

The service bay area will accommodate up to 2 rigid axle heavy goods vehicles at a time or a number of vans. It cannot however accommodate articulated vehicles so deliveries by articulated vehicles will not be permitted.

Sufficient vehicle manoeuvring space will be maintained within the service bay at all times to enable all vehicles to enter and leave in forward gear.

All delivery and service vehicles will be required to access and egress the hotel via approved routes. The delivery/loading dock areas will be managed by the Goods Receiving office Manager.

The anticipated vehicles requiring access to the hotel service bay will comprise normal deliveries by vans and heavy goods vehicles, couriers and the occasional maintenance or contractor vehicle. The service area will also be the access point for contractors. There will be no permission for cars to enter the service bay area for short or long term parking unless loading. Access will be granted strictly on the basis of unloading or loading only. This will apply to both employees and non-employee visitors.

It is anticipated that waiting time limits will be set for vehicles accessing the service bay. This is to ensure that the loading bay is used to its maximum capacity and thereby prevent any delivery vehicles having to wait on-street to gain access to the service bay. Minimum disruption to the local environment must be sought at all times

To achieve minimum waiting times, deliveries will be unloaded by delivery vehicle crew and drivers and transferred to a temporary holding point to await collection by relevant department teams.

11. General Access Conditions

The location of The Londoner is highly accessible by pedestrians from all directions via footways along the dense network of local streets and of course Leicester Square itself. Pedestrian access to the restaurant and bar spaces will be via the ground floor frontages on Leicester Square, Whitcomb Street and St Martins Street. The staff entrance will also be served by Whitcomb Street with the facility for staff with bicycles to enter from Orange Street via a safe route through the service area.

It is anticipated that a significant number of taxi trips will be made to the building. Taxis can make use of the surrounding streets such as Whitcomb Street and Orange Street to drop off and pick up passengers. It may be possible also given further consideration that St Martin's Lane and Leicester Square

may also be used dependent upon vehicular access restrictions applied to Leicester Square itself. The hotel is exceptionally well served by London Buses with a large number of bus routes accessed within a few minutes walk. London Underground stations are conveniently located with Leicester Square and Piccadilly Circus stations a few minutes walk providing access to Bakerloo, Piccadilly & Northern lines.

12. Licensing Objectives – Strategic Summary

Dispersal

The effective dispersal of guests, especially in the later hours, is of paramount importance to us in ensuring we meet our overriding aim of being a courteous and responsible neighbour. We intend to ensure that our guests are dispersed in a controlled manner so as to avoid congestion or disturbance to the local area. We are very aware of the need to ensure our in house resident guests stay is not adversely impacted by noise and disturbances also. This extends to our neighbouring property, The Radisson Blu Edwardian Hampshire hotel.

Peak traffic dispersal hours

We anticipate peak dispersal times to be:

Sunday to Thursday 23:00 to 00:00.

Friday to Saturday 23:00 to 02:00 hours.

These hours have been identified following a detailed consideration of the unique nature of the hotel.

We operate a 24hr full service operation which requires adequate staffing levels to both service guests needs, monitor and provide a capable response to dynamically changing environments.

Members of staff will be deployed in Front of House and Street Management roles during peak dispersal times (this policy addresses peak times although staff will be in place throughout the day to address customer needs and promote the Licensing objectives). Where 'licensable activity' is necessary it will at all times be performed by SIA DS Licensed officers.

We also have the capability and a number of spaces amongst our facilities which enable us to impose discreet models of management to restrict or limit high numbers of people leaving the building. We are able to provide safe areas for those awaiting taxi services or private hire car services. We can also provide non-alcoholic beverages to help promote a calming influence on the end of night winding down procedures.

Employees

Staff will come and go from the hotel throughout the working day depending on their shift pattern and may also present a potentially negative impact on the local community. All staff will be briefed on the need to respect our neighbours and keep noise levels to a minimum when arriving and departing.

This will be reflected in all relevant training and awareness programmes as part of a detailed induction on continued programme of training.

Guests

We are mindful that we operate a complex mix of facilities which include several spaces of entertainment throughout the building. Minimising the impact of noise is high priority for our business both inside and out. It is important that we maintain a quiet environment for those guests as mentioned. The vast majority of guests leaving the hotel will make use of an extensive public transport network in close proximity, staff are trained to make these clear to guests during peak dispersal times.

Our Dispersal strategy is produced to reflect the information provided, to assist in the promotion of the licensing objectives, with particular regard to:

- The Prevention of Crime and Disorder
- The Prevention of Public Nuisance
- Public Safety

Hotel management are aware of the potential for neighbourhood noise and disturbance as guests leave at peak dispersal times. We have implemented this written dispersal plan to move guests from the hotel and its immediate vicinity in such a way as to prevent disturbance or nuisance to our neighbours. It will be the responsibility of all members of staff to support this policy.

Door Supervisors

A proprietary safety & security management team will be augmented by a permanent team of SIA licensed Door Supervisors on a 24hr basis. In respect of the dispersal strategy members of this

team are stationed at entry / exit points as required to supervise the safe and expeditious dispersal of guests from the building.

Note: there will be a proportionate increase of officers where specific events are taking place in event spaces throughout the building.

Their principle tasking will include imparting information and advice to guests such as:

- a. Polite reminder to remain quiet and leave safely
- b. Directions to the nearest mode of public transport
- c. Details of where to find taxis and a number of a local provider
- d. Local area knowledge to assist with directions

Publicly Displayed Notices

- 1 Notices shall be displayed at customer exits and in prominent positions requesting that patrons respect the needs of local residents and leave the Hotel and neighbouring area quietly.
- 2 All employees are given appropriate instructions and training to encourage guests to leave the premises and the area quietly, using the notices to amplify their message.

Taxi Service

- 1 Staff will ensure where ever possible that taxis are available for guests and that they may remain inside the premises where possible, staff will endeavour to ensure that car doors are not slammed and will ensure that taxi drivers keep engines turned off if they are parked outside.
- 2 Staff are trained to be aware of the location of taxi ranks, bus stops and hire car offices and advise guests accordingly.
- 3 Taxi drivers will be asked to remain in their vehicles and radios should not be played at a volume likely to disturb the neighbourhood.

Staff shall be available at all times to steward guest's departure, asking them to leave quietly and shall answer any questions regarding transport availability. Staff will address any departing guests congregating outside of the hotel. Staff will at all times be aware of activity outside of the hotel and employ best efforts to minimise bad behaviour.

The Hotel will identify areas of particular sensitivity (nearby residences) and provide a presence in those places to minimise potential problems. Whilst carrying out their duties outside of the hotel all staff are trained not to behave in a manner likely to disturb the neighbourhood. Management staff will attach the utmost importance to the investigation of any complaints of noise nuisance or antisocial behaviour linked to the hotel.

Noise Management Strategy

We operate a considerate business. Although we are based in central London, there are a number of residential properties in the local area to the South and West of the hotel along with our sister hotel property to the West also.

There are a number of other licensed premises in the immediate vicinity of the hotel, we are aware of a potential cumulative impact that could exist, we are intent on adopting a rigorous management plan to ensure any adverse impact is kept to an absolute minimum. We therefore have a comprehensive approach to managing noise from our premises, and from the area outside our premises. The following points are critical to our Noise Management Strategy and are used in conjunction with our Peak Dispersal Strategy:

- Doors and windows will be kept closed except for access and egress after 23:59hrs.
- Arrangements are in place to ensure that deliveries will only take place between the permitted hours Monday-Saturday except where the need for access at other times is unavoidable and specific procedures are in place to limit disturbance.
- Refuse collections are made during times permitted by WCC. We will ensure that waste is correctly packaged and refuse can be removed quickly and efficiently.

WCC permitted times currently:

Week Days	Week Times	Weekend Days	Weekend Times
Mon - Fri	10:00 - 12:00	Sat, Sun	10:00 - 12:00
Mon - Fri	15:00 - 17:00	Sat, Sun	15:00 - 17:00
Mon - Fri	23:00 - 01:00	Sat, Sun	23:00 - 01:00

- Our sound system uses low power high quality speakers and includes a limiter which is set and locked so that the system cannot operate beyond a preset maximum level.
- No regulated entertainment will take place outside of the hotel, as set by planning conditions.
- Drinks will not be allowed to be taken out of the hotel save for consumption in the designated seated terraced areas and always in accordance with appropriate and agreed conditions.

- Any glass or bottles within the permitted seated terrace areas will be cleared in accordance with a service schedule and then safely disposed of.
- We will constantly review our Noise Management Strategy and respond quickly to the needs of our neighbours.

Local area Partnerships

Edwardian Hotels London have operated a hotel on Leicester Square for over 30 years. We are a responsible business operator and are very much part of a wide and diverse mix of partnership agency initiatives directly related to Leicester Square:

- Long term members of both Heart of London and Safer Business Network
- Part of a consortia group of LSQ resident business privately funding enhancements to the public realm security provided by My Local Bobby via HoLBA
- We have excellent relationships with Met Police throughout the CW BCU area at a strategic and operational level. Currently leading on many crime reduction initiatives



THE LONDONER

LEICESTER SQ.



The Londoner Hotel is Edwardian Hotels London's latest project. The Hotel is boutique in feel yet staggering in scale; individual, intimate, eclectic and curated. A perfectly engineered collection of spaces, tastes, textures and offerings is brought to life over 16 floors in London's legendary square. The Londoner is home to 350 exquisite bedrooms and suites, each with their own unique views of London. Discover a collection of restaurants and bars, including alfresco dining on the ground floor, a lounge bar and restaurant on the eighth floor, a magnificent ballroom, private meeting and events spaces, an urban spa experience and private cinemas.

Contents:

1. Site Plan
2. Delivery & Service Management Plan
3. Dispersal Policy
4. Noise Policy
5. Operational Terrace Plan
6. Meeting & Events Policy (confidential not for public view)

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Delivery & Service Management Plan



Service Management Plan

- This plan is provided as a framework to manage the delivery and service vehicle movements to and from the Hotel. The aim of the plan is to promote sustainable transport of deliveries and goods.
- The introduction of this plan will improve reliability, promote safety and reduce the impact on the environment.

Delivery Management Objectives:

- Reduce peak time deliveries and movement
- Manage the timing of deliveries to reduce the volume of vehicles and their movement.
- Encourage the use of sustainable greener vehicles
- Use Major suppliers that are already delivering to the square
- Effectively manage the loading and unloading to reduce waiting time.

All nominated suppliers are sent a letter requesting information and outlining delivery instructions to the Hotel.

Deliveries and Servicing

- There is a dedicated service and loading bay at ground floor level at the rear of the hotel, directly accessed from Orange Street. All delivery and service vehicles will be required to access and egress the hotel via approved routes. The delivery /loading bay areas will be managed by the Goods Receiving office Manager.
- Access to the hotel service areas will be controlled by a perimeter shutter and appropriate measures will be implemented to prevent unauthorised access for vehicles and personnel. The shutter will always be kept closed except when vehicles are required to enter or leave the service bay to minimise noise and disturbance to nearby properties.
- The Hotel's loading dock and goods receiving staff will control access to the service areas, including courier deliveries during specified hours.
- The service bay area will accommodate up to 2 heavy goods vehicles at a time or a number of vans. It cannot however accommodate articulated Lorries so deliveries by articulated vehicles will not be permitted.
- The loading bay is designed so that vehicles using this area can turn directly into the loading bay rather than having to reverse from Orange Street. Sufficient vehicle maneuvering space will always be maintained within the service bay to enable all vehicles to enter and leave in forward gear.
- This will be supervised by dedicated employees, and in addition there is an extensive internal and external CCTV system.
- The anticipated vehicles requiring access to the hotel service bay will comprise normal deliveries by vans and heavy goods vehicles, couriers and the occasional maintenance or contractor vehicles. The service area will also be the access point for contractors.
- To achieve minimum waiting times, deliveries will be unloaded by vehicle drivers or their assistants and transferred to an area to await collection by relevant department teams.

Servicing arrangements are as follows:

- All vehicular deliveries to the hotel must agree a delivery slot in advance.
- The hotel will make it clear to companies delivering goods that only vehicles of a certain size (5.35m in length or less), will be permitted.
- Vehicles will switch off their engines when unloading/loading.
- Deliveries will be restricted to between **0700 and 1700** Mondays to Fridays, **0700 and 1300** on Saturdays with no deliveries on Sundays.
- Courier deliveries or contractors servicing the hotel will also be via the loading bay.
- Contractors will have to have a prior arrangement agreed unless in emergency.

Timing of deliveries:

- The timetable for deliveries will always be managed so that there are no deliveries at unsocial hours and only one vehicle is unloading within the loading bay at any one time.
- If a slot has not been agreed, then the delivery will not be accepted.
- Waiting time limits will be set for vehicles accessing the service bay. This is to ensure that the loading bay is used to its maximum capacity and thereby prevent any delivery vehicles having to wait on-street to gain access to the service bay.
- If a delivery vehicle arrives whilst another delivery vehicle is in the bay it will directed to drive away via a pre-agreed circuit and return when the other vehicle has departed.
- Where possible we will actively encourage companies to deliver outside of busy peak times.

Loading/Unloading

- Vehicles will be met by the hotel's service team who will be responsible for checking paperwork and if this is in order will unload.
- If the paperwork is not in order, the delivery will be turned away.
- As a delivery arrives, the relevant hotel department and the purchasing manager will be informed.
- Once paperwork is complete, the goods will be unloaded to a designated holding area within the bay.
- The relevant hotel department will then arrange for its stewards and porters to take the deliveries from the designated area within the loading bay to the designated storage area for that department within the body of the hotel.

Meetings and Events

- Meeting and Events client will ensure that all delivery vehicles for events will adhere to a timetable.
- A delivery policy for external meeting and event clients is in place.
- Written Instructions are given to all external clients detailing the process for both vehicle deliveries, collections and sending items pre-event to the Hotel.

Refuse and Waste Collection

- The Hotel has an agreement in place with an approved refuse collection company - VEOLIA - who work directly for Westminster Council.
- The Hotel has a dedicated ventilated central storage area for all Hotel waste which is collected twice daily at approx. **0500** and **1800** for general waste, glass and dried mixed recycling.
- Waste bins will be prepositioned for collection to reduce waiting time and congestion.
- There is a glass crusher and cardboard bailer located on basement level 5 which will eliminate any noise outside of the building.

Approximate Annual Waste Volume

Waste Stream	Estimated Tonnage
General Waste	700
Glass	250
Dried Mixed Recycling (which is card)	400(100)

Local Suppliers

- Where feasible the Hotel source's many of its products from local suppliers to further help reduce the carbon footprint.
- All the groups existing key distributors are part of major supply chains that delivers to multiple companies within the square mile.

Working with Suppliers

- The Hotel is aware of Mayor of London and TFL's FORs scheme as best practice for suppliers and their vehicles and encourage membership.
- We are also working with our suppliers to identify loading locations to assist them in legally parking to enable them to deliver to multiple businesses.

Health and Safety

- Safety measures are always adhered to this includes the wearing of relevant PPE, the management of COSHH, safety signage and deep cleaning procedures.
- The Hotel delivery operations will follow any Government guidelines regarding Health & Safety.

Data Collection

- Key delivery information data will be collected and reviewed monthly in order to understand trends and make any necessary changes that will improve the efficiency and sustainability of deliveries to the Hotel based on the guidelines set out by (TFL) Transport for London.



THE LONDONER
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Dispersal Policy



Arrival

- For most events there will naturally be a staggered process of arrival for guests attending each event.
- There is a dedicated arrival entrance for events guest which is separate to the main entrance.
- This will also be used as a holding area for dispersal.

Dispersal

- The effective dispersal of guests, especially in the later hours, is of paramount importance to us in ensuring we meet our overriding aim of being a courteous and responsible neighbour. We intend to ensure that our guests are dispersed in a controlled manner to avoid congestion or disturbance to the local area.

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- We are very aware of the need to ensure our in-house resident guests stay is not adversely impacted by noise and disturbances. For any late evening/night-time events, we will operate an effective “wind-down” procedure in order to facilitate orderly dispersal of guests. The premises will promote the gradual departure of guests, controlling the flow of guests by carefully managing the cloakroom and lobby areas of the premises. Internal lighting levels will be increased during the last 30 minutes of any event.
- Music will be played at a lower level gradually reducing until it is at background level.
- This extends to our neighboring property, The Radisson Blu Edwardian Hampshire hotel.

Peak traffic dispersal hours

We anticipate peak dispersal times to be:

Sunday to Thursday: 2300 to 0000

Friday to Saturday: 2300 to 0200.

- These hours have been identified following a detailed consideration of the unique nature of the hotel.
- We operate a 24hr full-service operation which requires adequate staffing levels to both service guests needs, monitor and provide a capable response to dynamically changing environments.
- Members of staff will be deployed in front of house and street management roles during peak dispersal times (this policy addresses peak times although staff will be in place throughout the day to address customer needs and promote the Licensing Objectives).
- Where ‘licensable activity’ is necessary it will always be performed by SIA DS Licensed officers.

Holding Areas

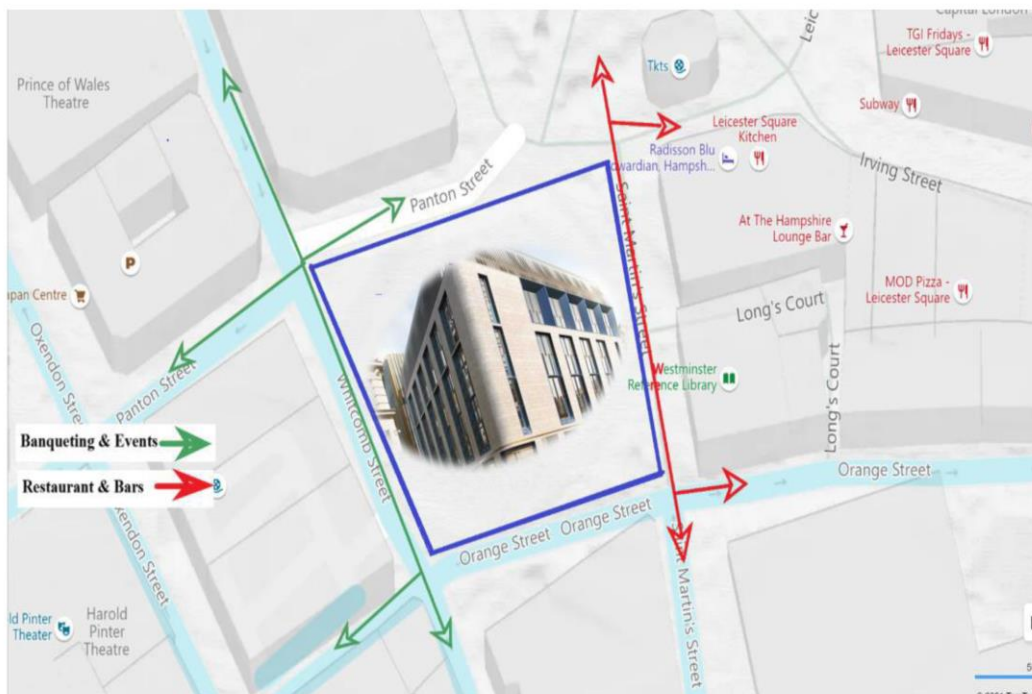
- We also have the capability and several spaces amongst our facilities which enable us to impose discreet models of management to restrict or limit high numbers of people leaving the building.
- We can provide safe areas for those awaiting taxi services or private hire car services.
- We can also provide non-alcoholic beverages to help promote a calming influence on the end of night winding down procedures.

Employees

- Staff will come and go from the hotel throughout the working day depending on their shift pattern and may also present a potentially negative impact on the local community.
- All staff will be briefed on the need to respect our neighbours and keep noise levels to a minimum when arriving and departing.
- This will be reflected in all relevant training and awareness programs as part of a detailed induction on continued program of training.

Guests

- We are mindful that we operate a mix of facilities which include several spaces of entertainment throughout the building.
- Minimising the impact of noise is high priority for our business both inside and out. It is important that we maintain a quiet environment for those guests as mentioned.
- Most guests leaving the hotel will make use of an extensive public transport network in proximity, staff are trained to make these clear to guests during peak dispersal times.
- Map shows the typical dispersal direction that most guests could take when entering or leaving the hotel.
- Our Dispersal strategy is produced to reflect the information provided, to assist in the promotion of the licensing objectives, with regard to:
 - The Prevention of Crime and Disorder
 - The Prevention of Public Nuisance
 - Public Safety



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- Hotel management are aware of the potential for neighbourhood noise and disturbance as guests leave at peak dispersal times. We have implemented this written dispersal plan to move guests from the Hotel and its immediate vicinity in such a way as prevent disturbance or nuisance to our neighbours. It will be the responsibility of all members of staff to support this policy.

Door Supervisors

- A proprietary safety & security management team will be augmented by a permanent team of SIA licensed door Supervisors on a 24hr basis.
- In respect of the dispersal strategy members of this team are stationed at entry/exit points as required to supervise the safe and expeditious dispersal of guests from the building.
- Note: there will be a proportionate increase of officers where specific events are taking place in event spaces throughout the building.
- Their principal tasking will include imparting information and advice to guests such as:
 - Polite reminder to remain quiet and leave safely.
 - Directions to the nearest mode of public transport
 - Details of where to find taxis and a contact number of a local provider.
 - Local area knowledge to assist with directions.

Publicly Displayed Notices

- Notices shall be displayed at customer exits and in prominent positions requesting that patrons respect the needs of local residents and leave the Hotel and neighbouring area quietly.
- All employees are given appropriate instructions and training to encourage guests to leave the premises and the area quietly, using the notices to amplify their message.

Taxi Service

- Staff will ensure taxis are available for guests so that they can wait inside the premises where possible.
- Staff will endeavour to ensure that car doors are not slammed and will ensure that taxi drivers keep engines turned off if they are parked outside.
- Staff are trained to be aware of the location of taxi ranks, bus stops and hire car offices and advise guests accordingly.
- Taxi drivers will be asked to remain in their vehicles and radios should not be played at a volume likely to disturb the neighbourhood.

Car Service

- The Hotel has an agreement with a licensed car company and can arrange pre booked transport.
- Staff shall always be available to wish guest's farewell and ask them to leave quietly and shall answer any questions regarding transport availability.
- Staff will address any departing guests congregating outside of the hotel.
- Staff will always be aware of activity outside of the hotel and employ best efforts to minimise bad behaviour.
- The Hotel will identify areas of sensitivity (nearby residences) and provide a presence in those places to minimise potential problems. Whilst carrying out their duties outside of the hotel all staff are trained not to behave in a manner likely to disturb the neighbourhood.
- Management staff will attach the utmost importance to the investigation of any complaints of noise nuisance or antisocial behaviour linked to the hotel.



Noise Policy



Noise Policy

Introduction

- The Londoner is owned and operated by Edwardian Hotels London (EHL), a company that has operated 4 and 5star hotels across several boroughs of London for over 40 years. EHL operates 4 existing properties within Westminster including the 5 star Hampshire hotel adjacent to The Londoner on Leicester Square.
- EHL operates a considerate business and recognises its responsibility to ensure that we prevent instances that may cause a public nuisance in accordance with the Licensing Objective (PN1). EHL is also fully supportive of the Westminster Licensing Charter.

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- The building is state of the art with an Excellent BREEAM rating and constructed with sustainable minimal impact materials and energy efficient technology.
- Around 50% of the 350 bedrooms are set around the externally facing aspects of the building.
- It is a priority for us not only to prevent noise leakage but also to ensure our resident guests are also undisturbed.
- Additionally, EHL owns and operates The Hampshire hotel, which is an adjacent property, we are invested therefore in ensuring any noise emanating from The Londoner is at the absolute minimum and in all cases that it has zero negative impact either on the local community, or indeed resident guests in our neighbouring property.

Noise Management

- Leicester Square and the surrounding areas form an inclusive part of the Cumulative Impact Zone, it is an extremely popular part of the West End serving both residents and businesses along with large numbers of tourists and visitors from outside of London.
- It is an iconic entertainment destination attracting extremely high numbers of visitors.
- Despite this and the highly likely existence of noise from a cumulative source, we have developed a comprehensive operational plan (separate document), to demonstrate how we intend to both discharge our duties as set out under Westminster's licensing policy, and to support our neighbours.

Noise Management Strategy

- We operate a considerate business. Although we are based in Central London, there are several residential properties in the local area to the South and West of the hotel along with our sister hotel property to the West also.
- There are a number of other licensed premises in the immediate vicinity of the hotel, we are aware of a potential cumulative impact that could exist, we are intent on adopting a rigorous management plan to ensure any adverse impact is kept to an absolute minimum.
- We therefore have a comprehensive approach to managing noise from our premises, and from the area outside our premises. The following points are critical to our Noise Management Strategy and are used in conjunction with our Peak Dispersal Strategy:
 - Doors and windows will be kept closed except for access and egress after 2359hours.
 - Arrangements are in place to ensure that deliveries will only take place between the permitted hours Monday-Saturday except where the need for access at other times is unavoidable and specific procedures are in place to limit disturbance.
 - Refuse collections are made during times permitted by WCC. We will ensure that waste is correctly packaged, and refuse can be removed quickly and efficiently.

Westminster City Council permitted times currently:

Weekdays	Weekday Times	Weekend Days	Weekend Times
Monday to Friday	1000 to 1200	Saturday, Sunday	1000 to 1200
Monday to Friday	1500 to 1700	Saturday, Sunday	1500 to 1700
Monday to Friday	2300 to 0100	Saturday, Sunday	2300 to 0100

- Our sound system uses low power high quality speakers and includes a limiter which is set and locked so that the system cannot operate beyond a preset maximum level.
- No regulated entertainment will take place outside of the Hotel, as set by planning conditions.
- Drinks will not be allowed to be taken out of the Hotel save for consumption in the designated seated terraced areas and always in accordance with appropriate and agreed conditions.
- Any glass or bottles within the permitted seated terrace areas will be cleared in accordance with a service schedule and then safely disposed of.
- We will constantly review our Noise Management Strategy and respond quickly to the needs of our neighbours.

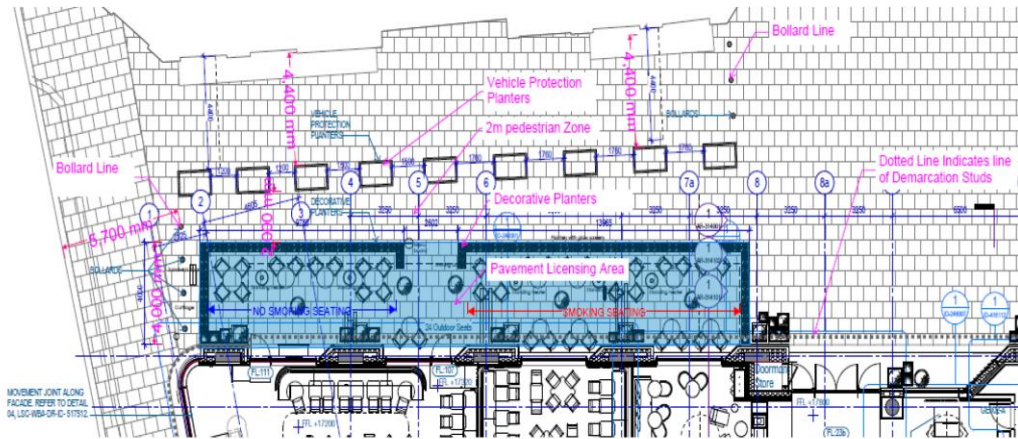
Operational Terrace Plan



Highway Plan

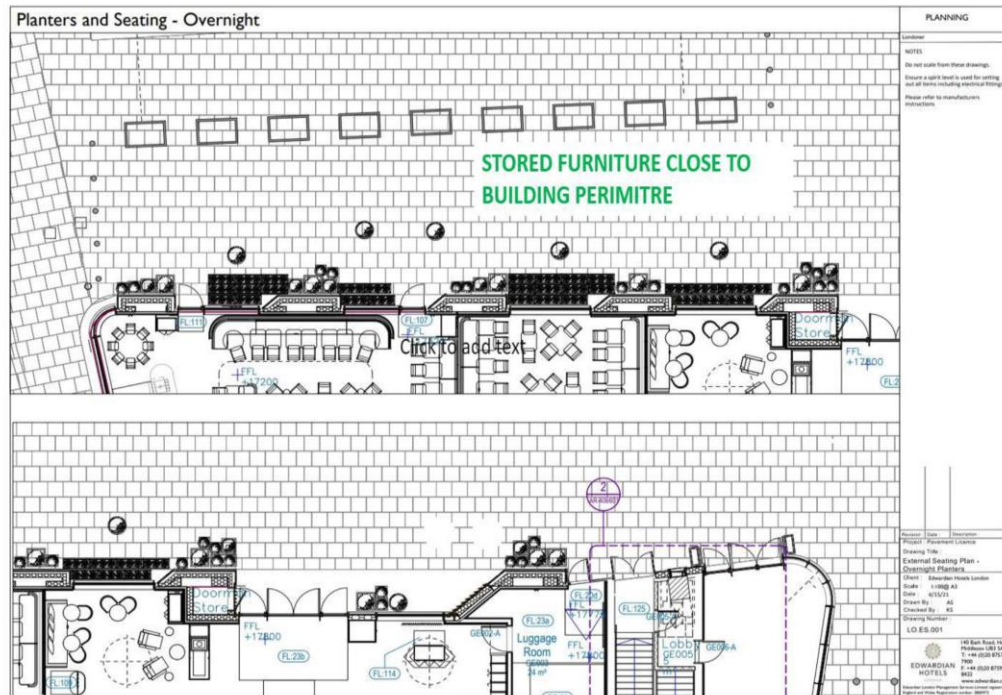
- The site does not pose an impediment to the access of emergency vehicles due to the size of the space on the Square and Whitcomb Street.
- A vast majority of patrons are pre-booked which enables us to identify users of our spaces thus reduces the risk of anti-social behaviour.
- All guests are seated which enable simple implementation of strict control of safe capacities.
- Our sequence of service requirements allows a higher frequency of staff presence responding to guests needs. This enables us to quickly manage any likely signs of disturbance amongst those who are dining and the immediate local area environment. This also ensures we are able to maintain a focus to ensure we do not give cause to any littering issues. There are no provisions to provide any music to the external seated areas.
- There is 24/7 CCTV surveillance providing coverage to the full extent of the planned seating areas.

- There are both proprietary and contracted SIA licensed security staff present during operation of all outdoor business times. Any potential build-up of crowds will be managed/supervised by these teams and coordinated with street security/marshalling teams where impact is cumulative.
- We work closely with Heart of London BID and provide additional financial support to the My Local Bobby Street security teams to help maintain safe and secure environments for our guests and the local area.
- Crowds are not anticipated given the service sequence model in place.



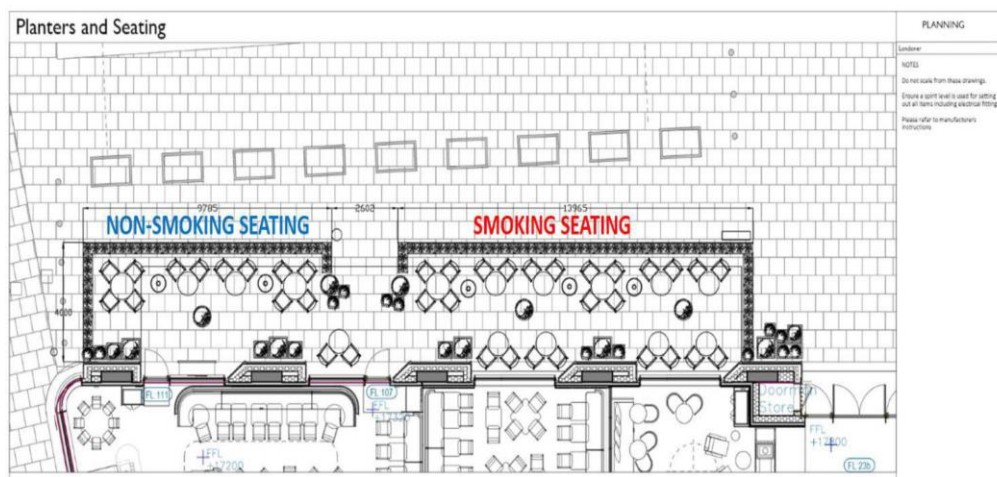
Storage

- Planters and all external al fresco furniture's will be stored close to the building line and securely locked away after the last service of the day.
- When not in use all furniture will be contained within a row of planters shown in the image below as to not impede on pedestrians or other highways users.



Smoking

- The restaurant offers a dedicated seated area for smoking and non-smoking guests on the terrace.



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Cleaning

- The Hotel Housekeeping team cleans and hoses down the floor and surface area's each morning as part of the set up.
- All tables and chairs are wiped and cleaned with antiviral solution throughout the day line with our Covid cleanliness regime.

WC Facilities

- Unisex Public toilets for patrons, including an accessible toilet, are situated on the B1 lower level and are accessed via the Hotel function lift located on the ground floor or by the West staircase. The distance is approx. 35 metres max. This comprises of 6 standard toilet cubicles, 1 baby change toilet cubicle and 1 Accessible cubicle.

Operations

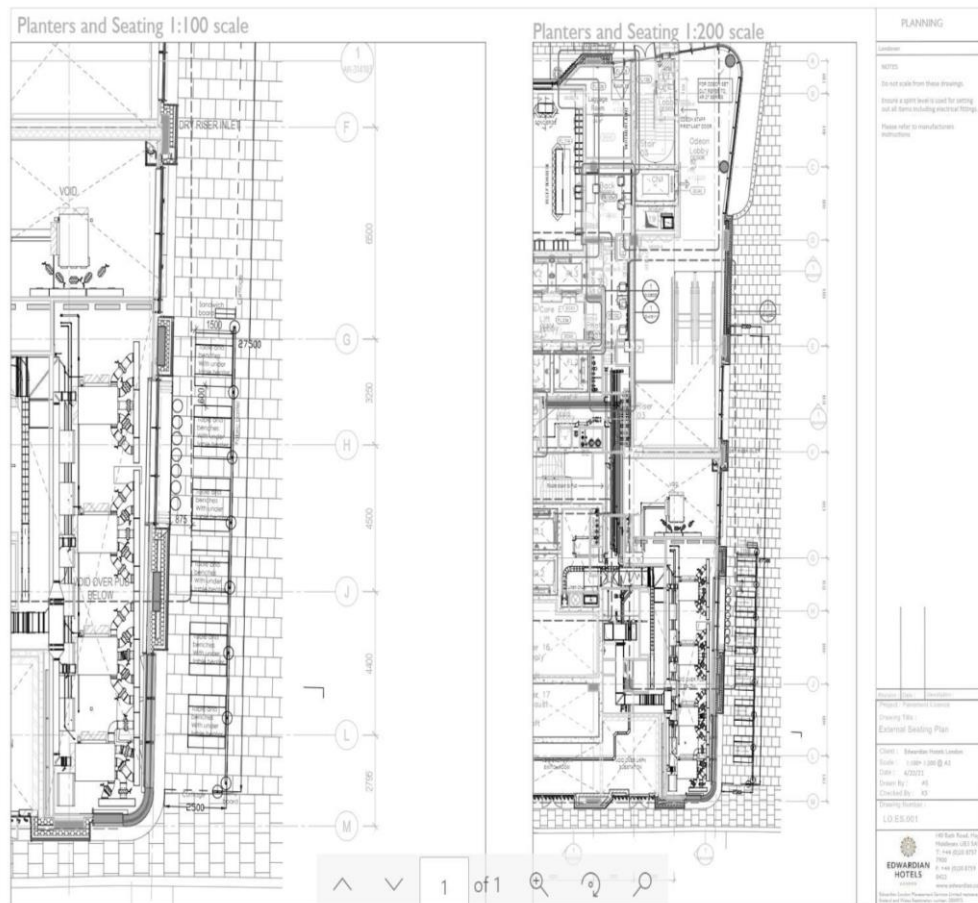
- As part of our security measures to ensure the space is controlled during the hours of operation, our employees will be trained in dealing with crowd dispersion and ensuring the highway is not blocked. There will be one SIA DS licensed security officer allocated on the ground floor to assist if required.
- To avoid noise pollution in the surrounding areas there will be only low-level music played outside of the building. Our staff and security team will monitor the area to ensure that all guests in this space are conforming to standards on responsible drinking, antisocial behaviour, and noise pollution.
- The terrace will be operated with placement of the table and chairs will allow for people to pass with a minimum of **1+metre** with mitigation. All tables on the above plan that do not adhere to **1+metre** will have a sign that indicates that the table is reserved for social distancing and is not available for use.
- All of our areas have been made suitable for social distancing, including the allocation of tables, to ensure the minimum required distance between each party. Tables which are being kept vacant for social distancing measures will be visibly marked with signage. We will continue to take further guidance from the government on distancing measures in due course.
- To ensure the safety of our diners and our teams, all guests will be requested to use the hand sanitiser station at the entrance to the restaurant. Guests will also be asked to adhere to the designated entrance and exit routes, which will be visibly signposted by bus stop signage.
- All of our teams will be receiving detailed return-to-work briefing sessions, shown all new processes and standards in detail, given daily wellbeing checks and provided with enhanced protection in their work environment.
- Face masks will be provided to team members and additional hand washing procedures and records will be introduced to every department and to every shift.

Joshua's Tavern

Afternoon and Evening Service

Monday – Saturday: 1100 - 2300
Sunday 1200 - 2230

- There will be 6 benches and tables in a row seating 24 guests with under table heaters.
- A further 7 bar stools are located at the window to The Tavern.
- A sandwich and menu board will be positioned at either end of the tables.
- Each chair is 57cm wide.
- The Tavern capacity inside is 60 persons but this may vary dependent on and in accordance with social distancing measures.



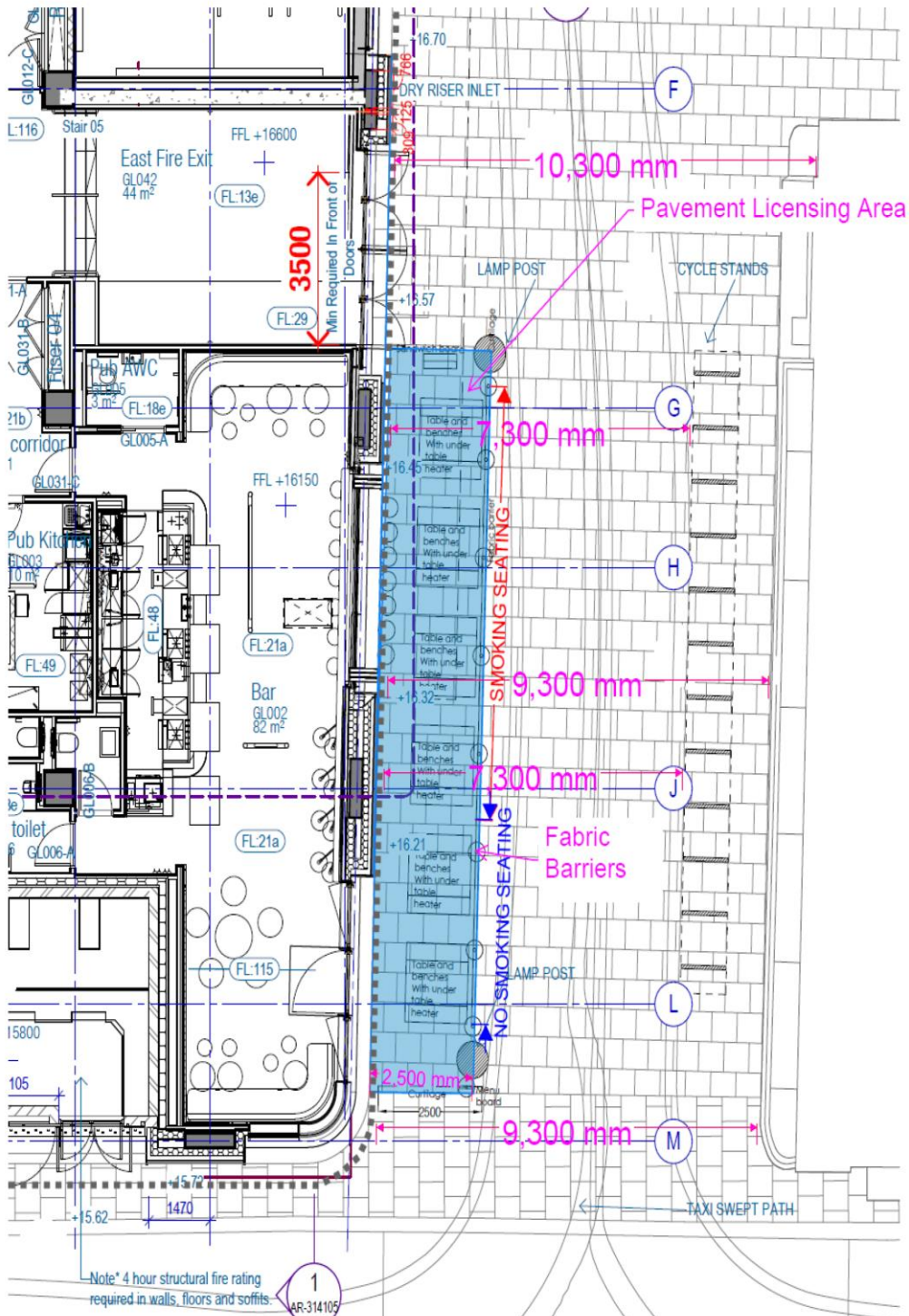
Storage

- Planters and all external al fresco furniture's will be stored close to the building line and securely locked away after the last service of the day.

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Smoking

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Cleaning

- The Hotel Housekeeping team cleans and hoses down the floor and surface area's each morning as part of the set up.
- All tables and chairs are wiped and cleaned with antiviral solution throughout the day line with our Covid cleanliness regime.

WC Facilities

- 1 Accessible toilet with sink is situated within the bar area as well as well as a further 2 Unisex cubicles with a sink inside each.

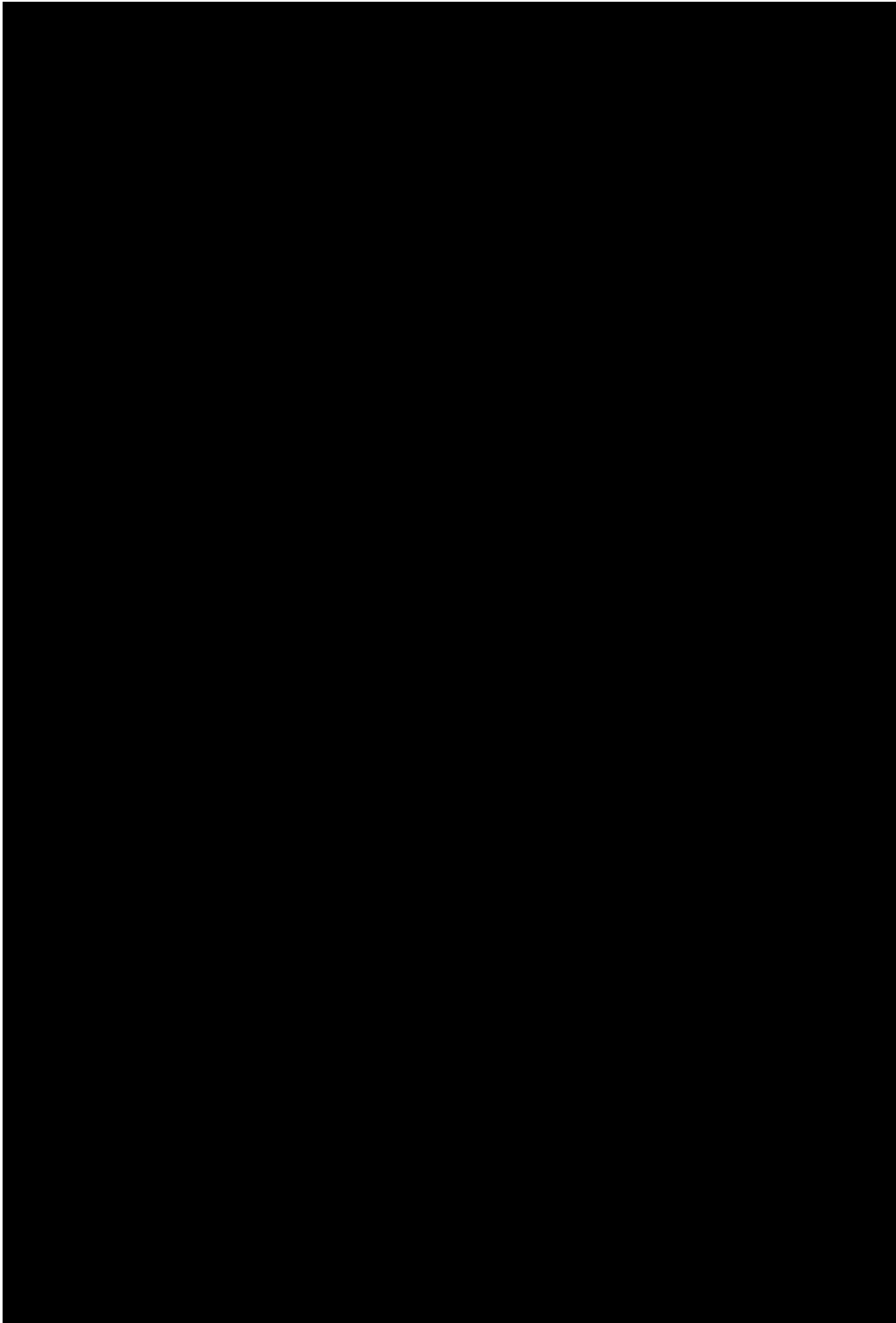
Operations

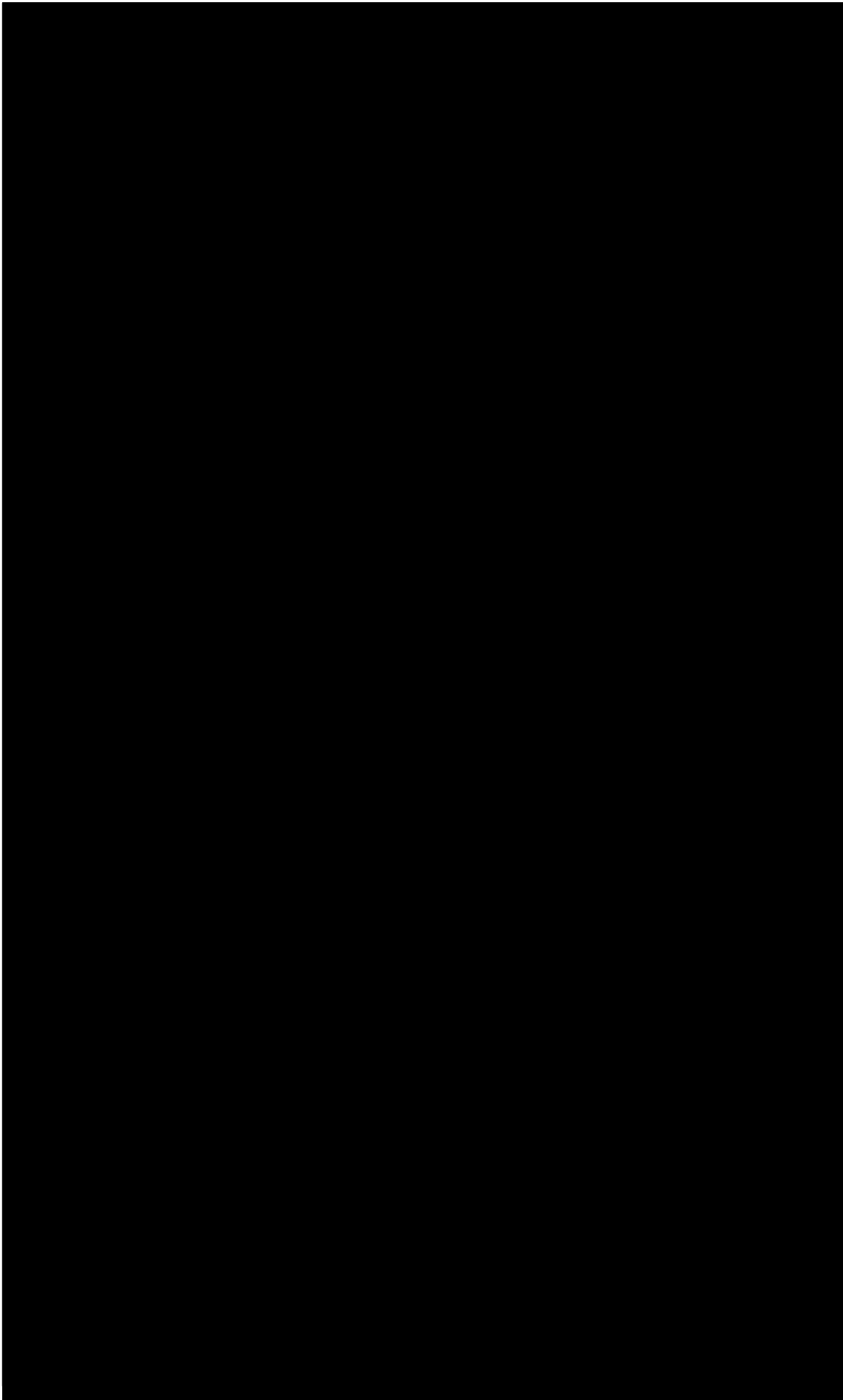
- As part of our request to provide a designated standing space for cigarette smokers outside the Gastro Bar we will provide a member of SIA DS licensed security team as required on Tuesday to Saturday from 5pm-Midnight to ensure all of the guests are adhering to our standards and policies with regards to responsible drinking, antisocial behavior and noise pollution.
- This area will be roped off around the agreed parameters to ensure guests always stay within the agreed boundary.
- The terrace will be operated with placement of the table and chairs will allow for people to pass with a minimum of **1+metre** with mitigation. All tables on the above plan that do not adhere to **1+metre** will have a sign that indicates that the table is reserved for social distancing and is not available for use.
- All our areas have been made suitable for social distancing, including the allocation of tables, to ensure the minimum required distance between each party. Tables which are being kept vacant for social distancing measures will be visibly marked with signage. We will continue to take further guidance from the government on distancing measures in due course.
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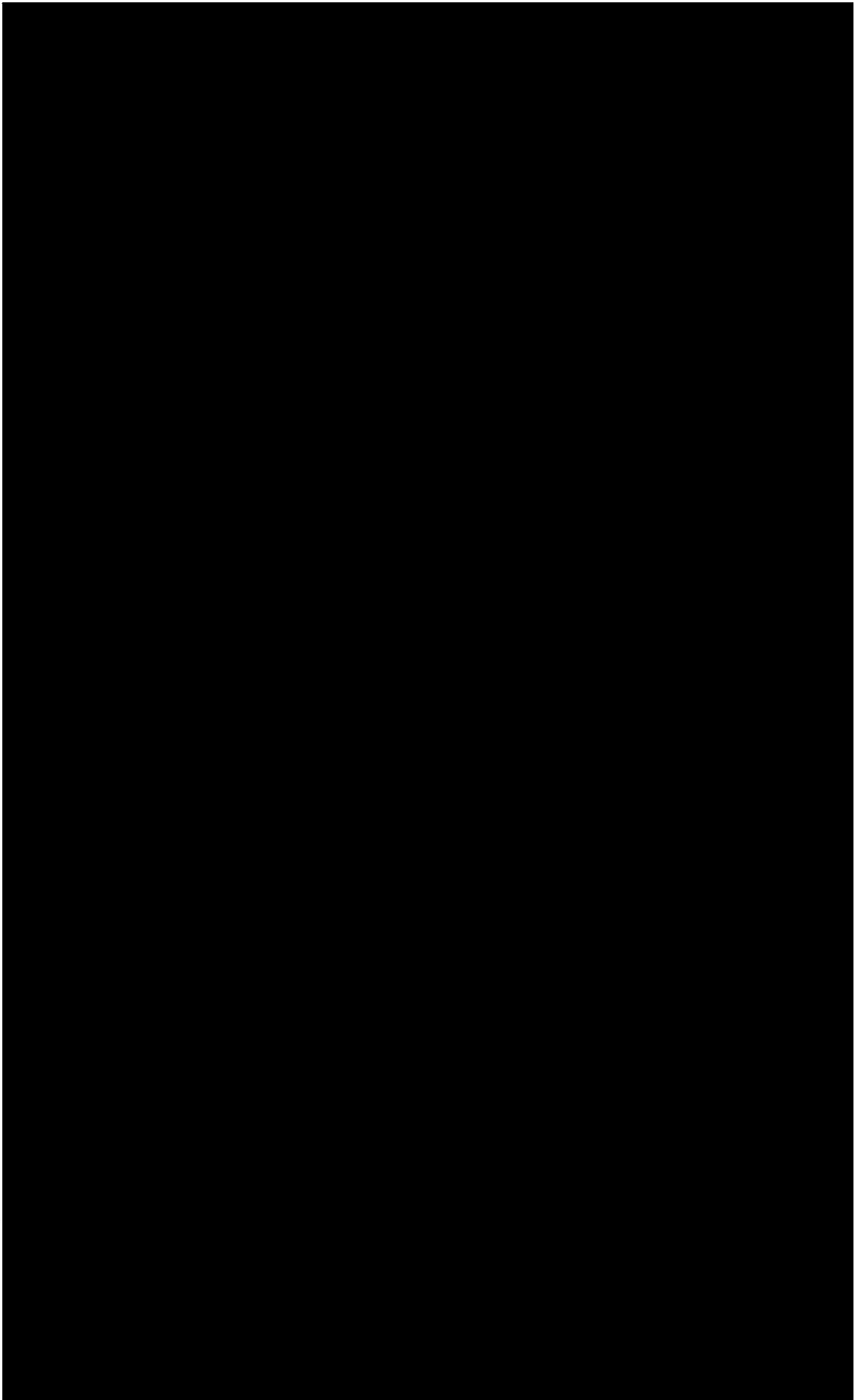


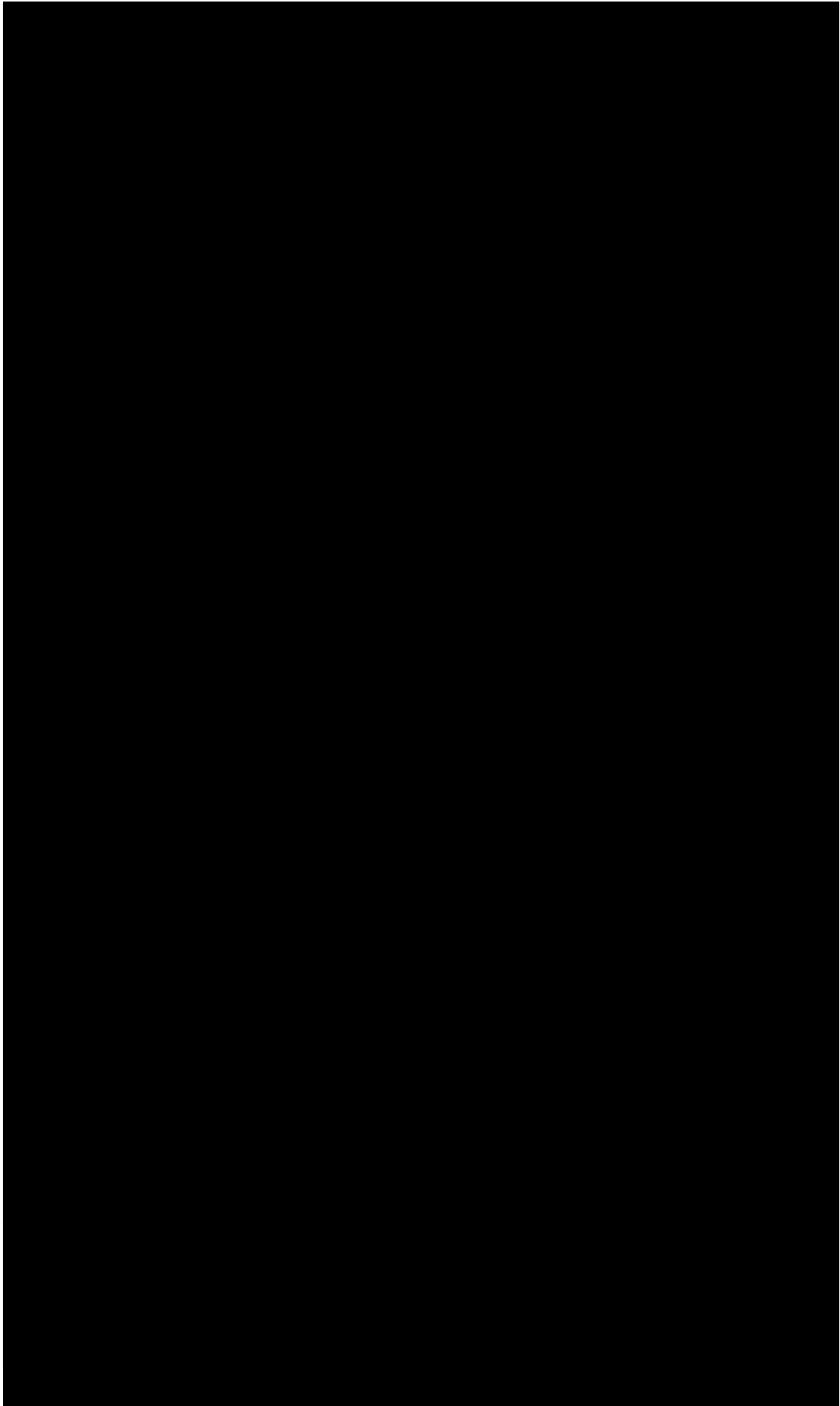
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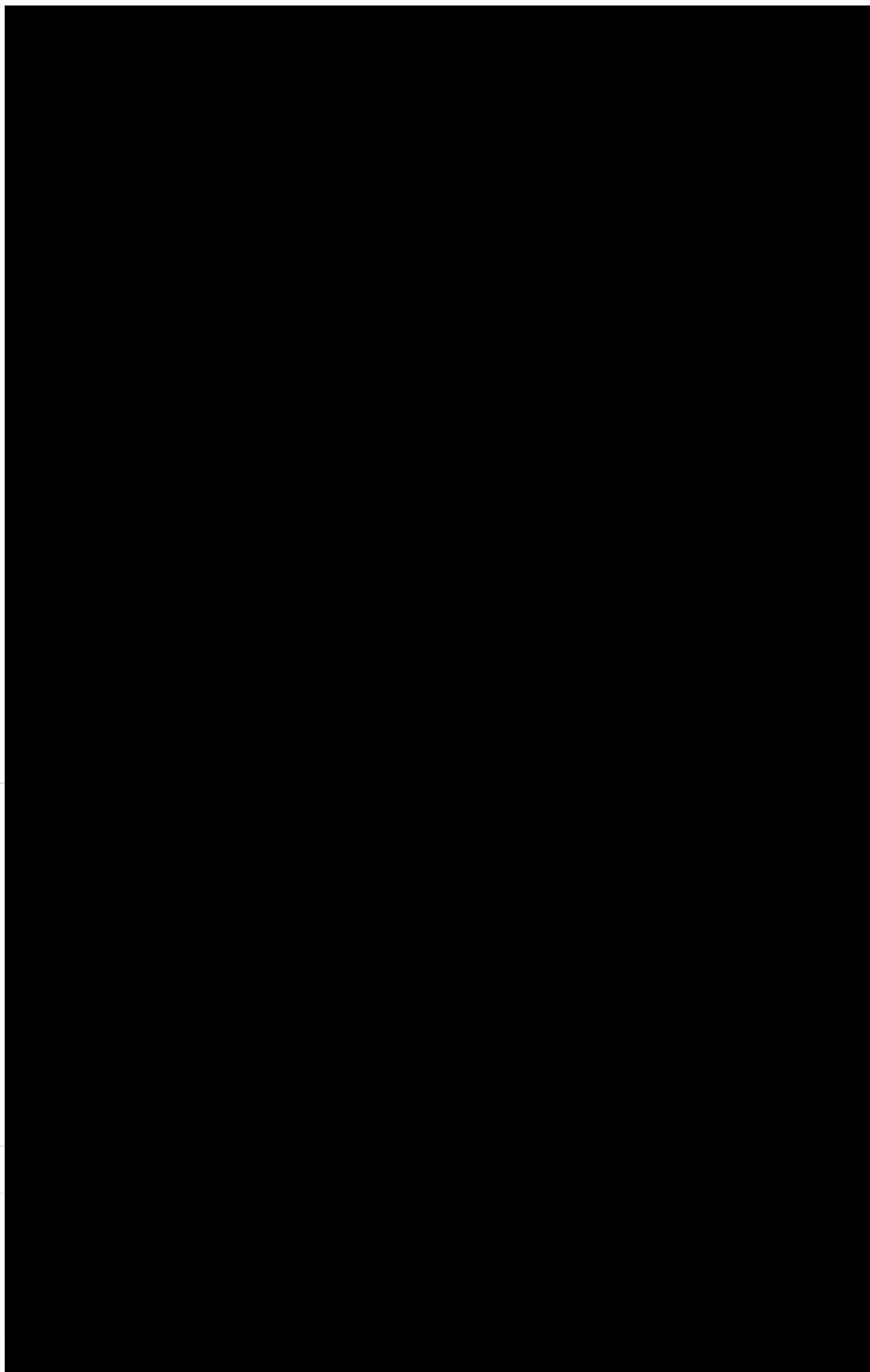
Meetings & Events Planning
(Confidential – not for public view)

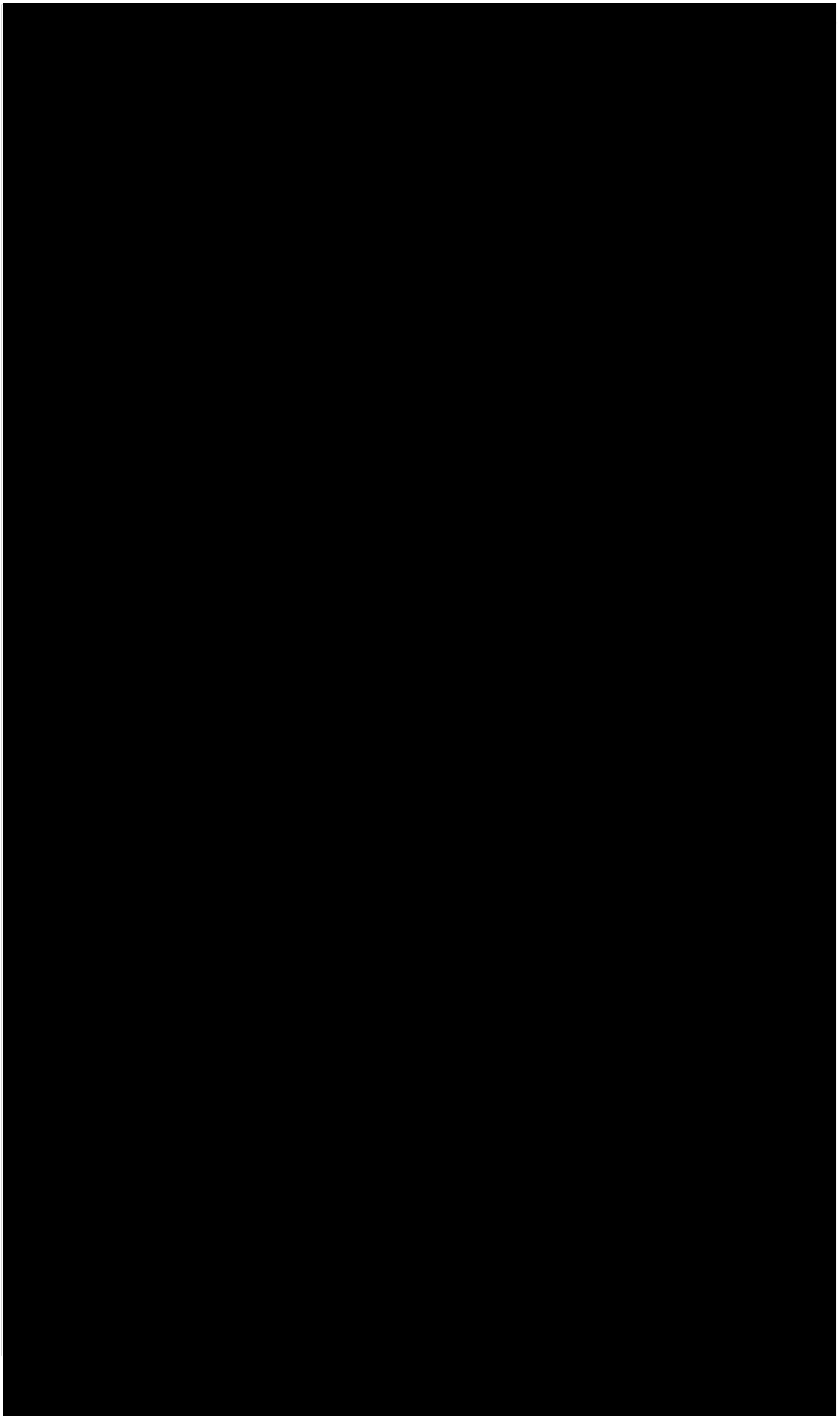


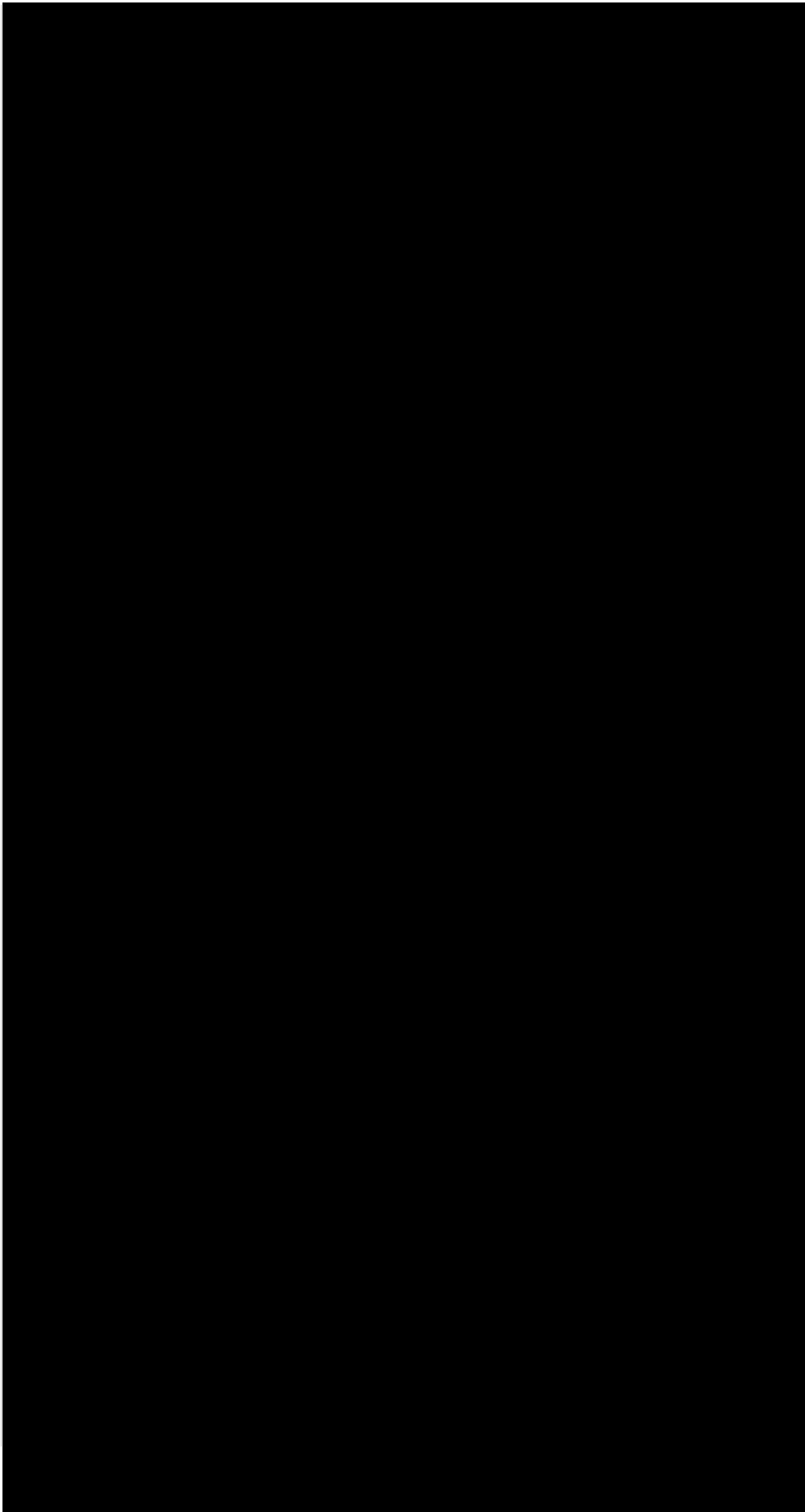


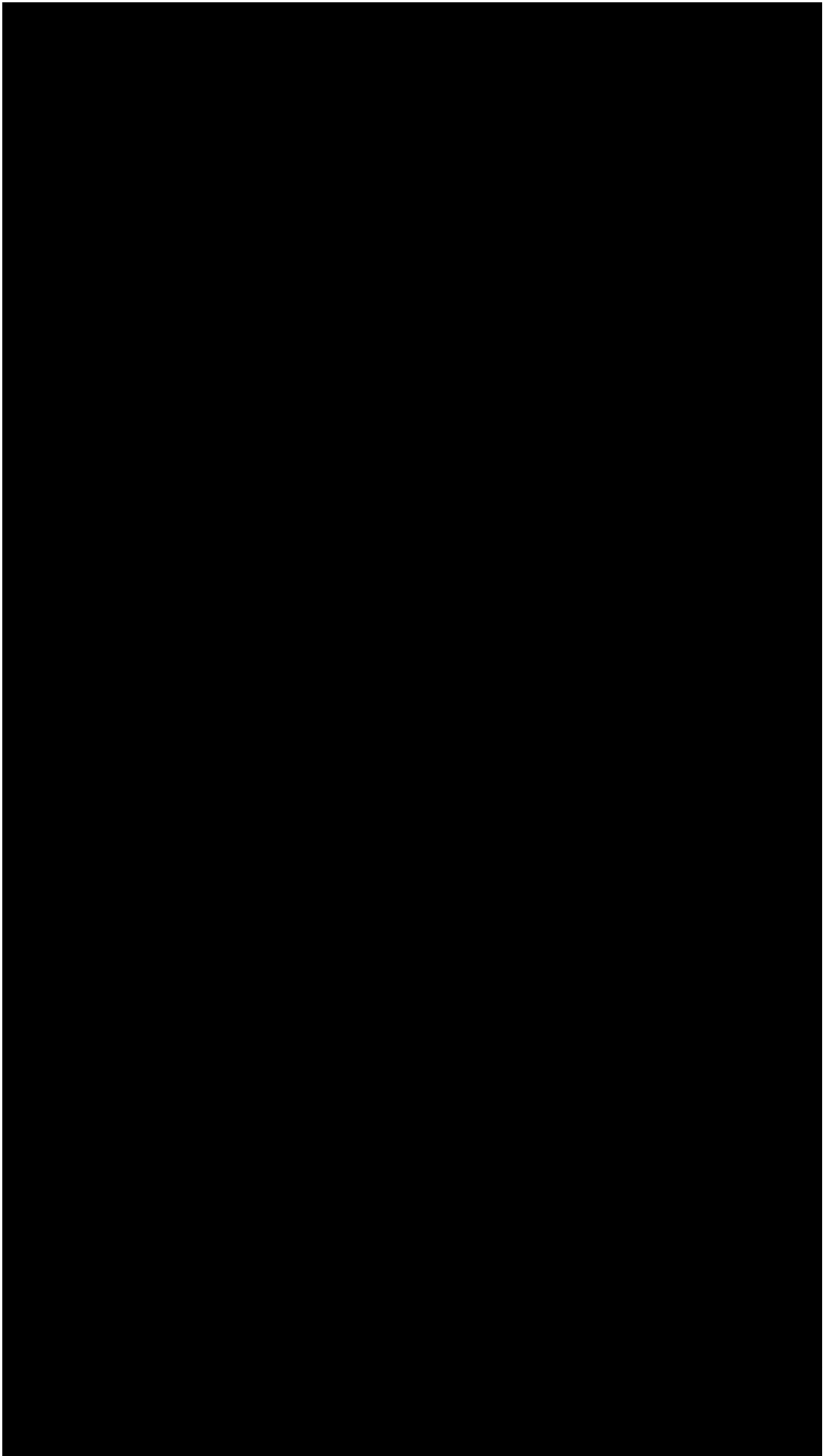














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Photos Contents:

1. Hotel Lobby Entrance – Leicester Square & Stage Bar (3 photos)
2. Joshua’s Tavern (4 photos)
3. The Ballroom (4 photos)
4. Meetings & Events Entrance – Whitcomb Street (3 photos)
5. The Residence (3 photos)
6. 8 at The Londoner (5 photos)
7. The Retreat (3 photos)

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21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Stage Bar



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Stage Bar – looking towards Hotel Lobby



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Retreat



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Retreat



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Retreat (cabanas)



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

The Residence



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The Residence



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Ballroom



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Ballroom



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Ballroom Stage set up



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
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Pre-function area - Ballroom



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
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Hotel Lobby & Doorman



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
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Joshua's Tavern (outside)



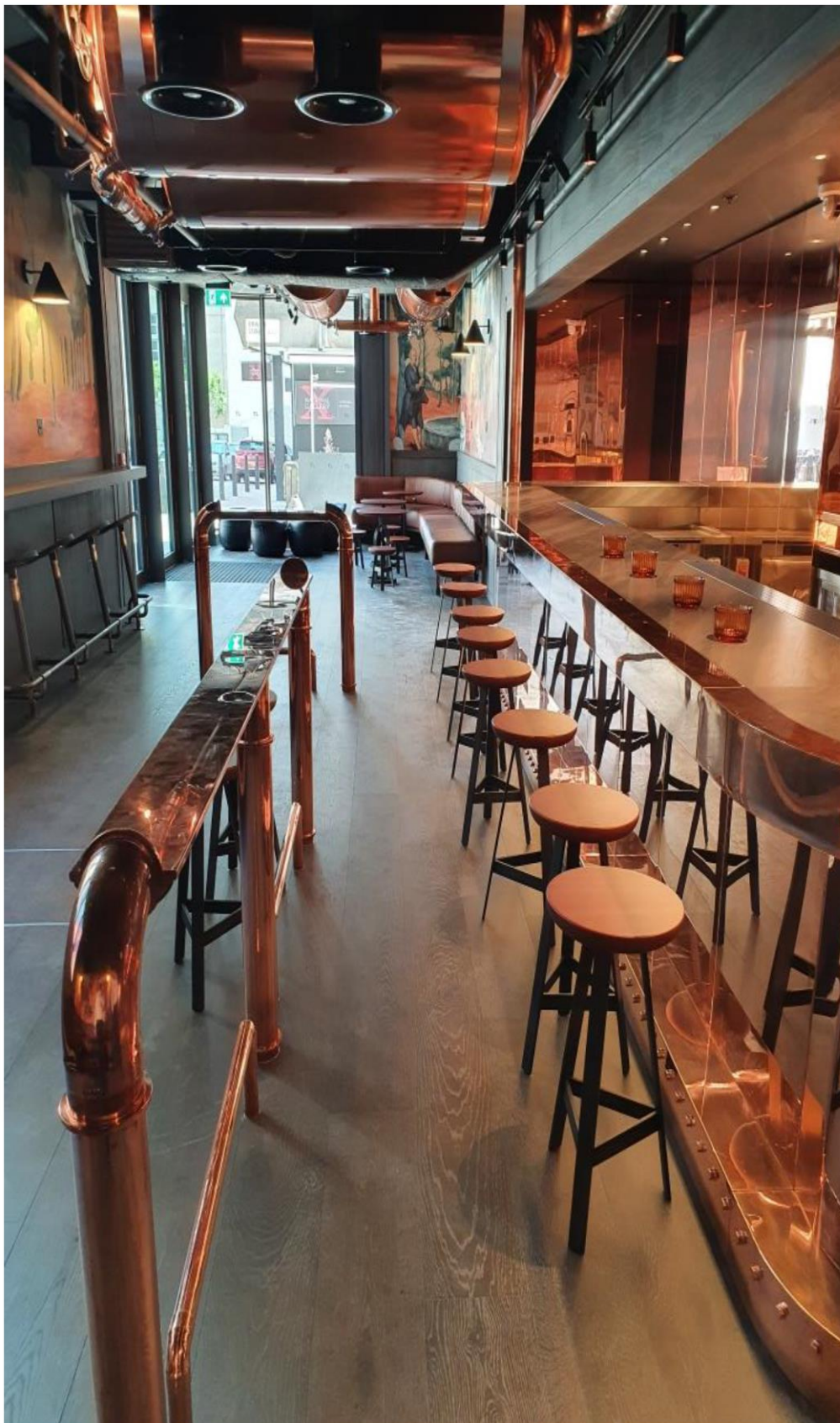
21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
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Joshua's Tavern (outside)



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Joshua's Tavern



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Joshua's Tavern



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Meetings & Events Lobby



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

Meetings & Events Lobby looking towards Whitcomb Street



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
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Meetings & Events Lobby (Whitcomb Street)



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

8 at The Londoner – Terrace Balcony



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

8 at The Londoner – Lounge Bar



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

8 at the Londoner – Lounge Bar



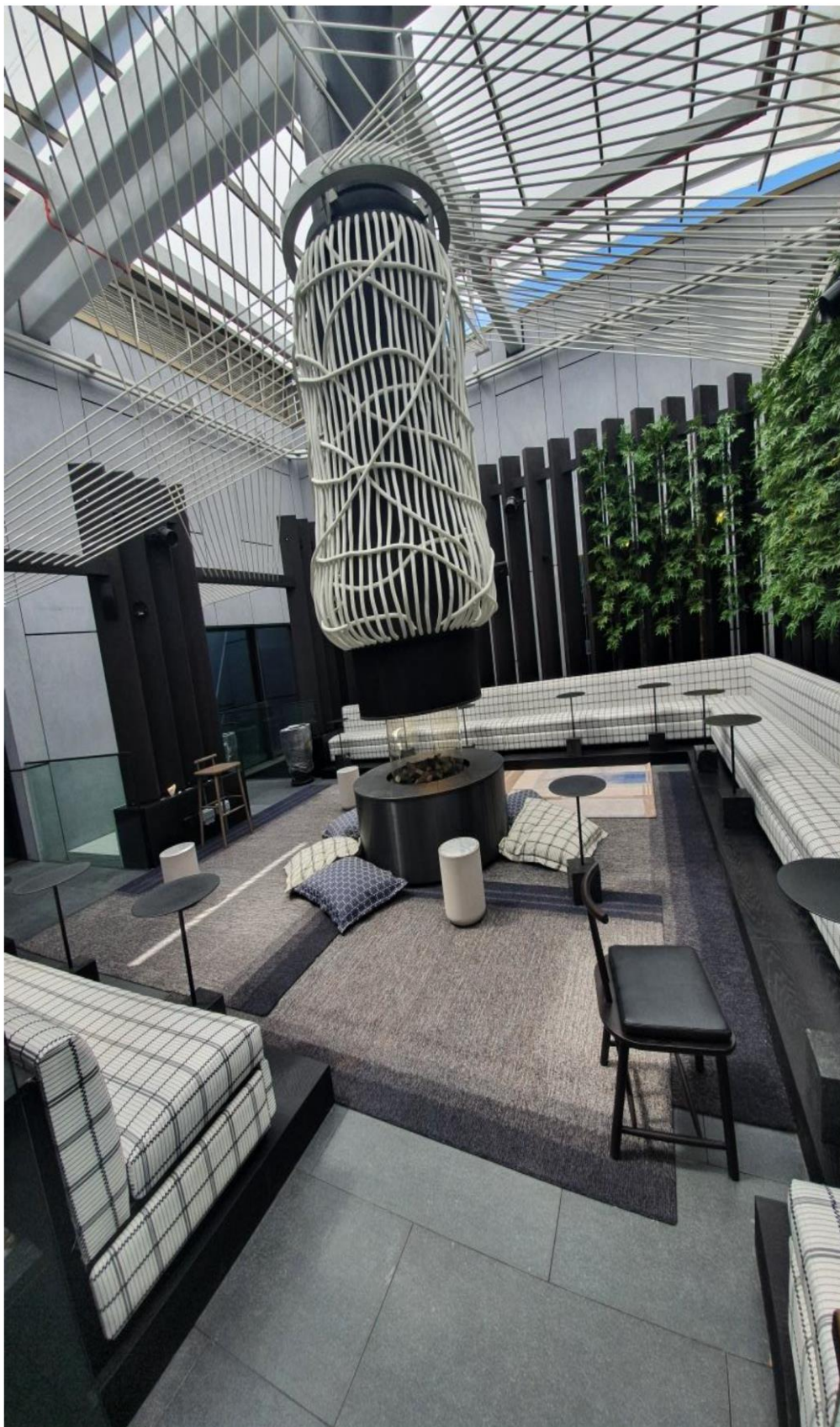
21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

8 at The Londoner – looking towards Fire Pit



21/01127/LIPN - The Londoner Hotel, 38 Leicester Square, London, WC2H 7DX
Photos in Support – Premises Licence Application

8 at The Londoner - Fire Pit



Whitcomb's – Ground Floor

Hours of Operation: Monday – Sunday: 0600 - 2330

Primary Function: Restaurant – All Day Dining, Al Fresco Terrace with
Aperitivo's and Wines

Total Covers: 166

Restaurant – 128

Terrace – 38

Service overview

- Whitcomb's is the signature all day dining restaurant for the hotel, offering a range of French/Mediterranean dishes with service and ambiance attuned to fine dining.
- It is open seven days a week and will serve breakfast for the hotel guests in the morning, lunches for in house guests, small groups from the meeting rooms and external guests. It will also serve dinner for in house and external guests in the evening.
- The terrace provides al fresco dining on Panton Street for a total of 38 guests, surrounded by planters with Mediterranean herbs and flowers, it will create a relaxed and informal setting for our guests to enjoy cocktails, fine wines and a choice of food from the menu.
- **All service is by waiter/waitress only.**

Our request to allow our guests to enjoy a drink without a substantial meal on the terrace from the opening hour until the terminal hour is supported by our proven track record at the Hampshire Hotel and the Leicester Square Kitchen terrace situated next door to The Londoner. We have proven our ability to operate a venue under the same terms using our experience and security presence to ensure that there is no impact to the Square and our patrons are following our policies on noise pollution, disturbance, and antisocial behaviour at all times. The venue is a luxury terrace, the only terrace at the hotel that offers a comfortable experience for our guests as the Joshua's Tavern terrace is set with stools and barrels and focused on local residents and offices rather than hotel guests. To remove the option to have a glass of wine in comfort whilst staying in a super boutique hotel would be detrimental to our reputation as luxury operators and not recognise our proficiency to run terraces in the Westminster area.

Security Overview

- Whitcomb's has access to dine in the restaurant via the front entrance to the Londoner on Leicester Square. They will be greeted by the doorman of the hotel before being directed to the host team at the reception desk. They will then be seated according to their reservation.

- The two doors onto Panton Street are service doors for staff to service the terrace and allow guests to enter the restaurant to use the restrooms on the Lower Ground Floor.
- During warmer months, the terrace will operate with reservations and a host will be designated to look after the intake of guests for al fresco dining. The restaurant will provide a member of security to assist with the management of the terrace from 6pm until 11pm to ensure the space is managed in accordance with the hotel security policies.
- The restaurant team will be trained on ensuring that alcohol is being consumed responsibly and how to deal with guests who are behaving offensively or are at risk of causing a disturbance.
- The security members in the hotel are there to assist the team in dealing with any issues that may arise in a discreet and calm manner.

The following specific conditions are suggested for this area:

Condition

Whitcomb's (Ground Floor - inside) shall only operate as a restaurant,

(i) in which customers are shown to their table or the customer will select a table themselves,

(ii) where the supply of alcohol is by waiter or waitress service only,

(iii) which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table,

(iv) which do not provide any takeaway service of food or drink for immediate consumption off the premises,

(v) where alcohol shall not be sold or supplied, otherwise than for consumption by persons who are seated in the premises and bona fide taking substantial table meals there, and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.

Notwithstanding this condition, patrons are permitted to consume alcohol on the Terrace without the necessity of consuming a table meal provided that substantial food and non-intoxicating beverages shall be equally available at all times.

Notwithstanding this condition customers are permitted to take from the premises part consumed and resealed bottles of wine supplied ancillary to their meal.

Condition

Between 06.30 and 09:00 hours the supply of alcohol to non-residents for consumption on the premises, including in any authorised external areas, shall only be to persons attending pre-booked functions.

8 at the Londoner – 8th Floor

Hours of Operation: Sunday – Wednesday: 1100 – 0100
Thursday – Saturday: 1100 to 0200

Primary Function: Lounge bar – dining and cocktails

Total Covers: 123 approx

Shima Garden – 32 (*Retractable roof within the atrium*)

Bar Top – 12 (*Indoors*)

Main Dining – 43 (*Indoors*)

Lounge – 24 (*Indoors with retractable glass roof windows*)

Terrace – 12 (*Outdoors*)

Service overview

- 8 at the Londoner has been positioned as a destination bar where London's elite and hotel guests can enjoy a tranquil and relaxing lounge experience in the hotel.
- The intention is to operate the lounge as a booking only space to aid its exclusivity and prestige.
- A comprehensive security operation will aid in ensuring only suitable clientele can access the bar.
- The ambiance is refined and relaxed with a decibel level of 75-80 within the lounge to set the atmosphere and enhance the dining experience.
- A decadent rooftop izakaya lounge that reimagines the informal and traditional Japanese style of dining and drinking in an exclusive setting. Separated into three areas within 8 bring different expressions of evening moods.
- Dining is provided in the restaurant area by the entrance of the bar.
- The lounge and terrace (12 seat balcony) have retractable skylights and splintered glimpses of the city's silhouette, more suited to small plates and cocktails.
- The Shima Garden, with its retractable roof, provides a unique and sensory experience under the London sky with ambient sounds lasting late into the night.
- **All service is by waiter/waitress only, excluding private events, where vertical drinking will be permitted but managed in accordance with our capacities, security policies and standards.**

Security Overview

- As part of our security measures to ensure the space is controlled during the extended hours of operation, there will be a host and one security from 5pm onwards specifically allocated on the ground floor lift lobby (Lift FN1 & FN2).

- The host will manage the intake of guests within the agreed capacities and allocate the guests to specific seats when allowing them into the lift.
- A direct audio connection to the roof top bar will ensure the host team at the bar will be able to control the allocation before they enter the bar.
- The host will also ensure that no guests who are deemed to have consumed too much alcohol, are behaving offensively or are at risk of causing a disturbance are allowed access before entering the lift.
- Security staff member is there to assist the host in dealing with any issues that may arise at the hosting point and avert any disturbances before accessing the bar.
- In the bar, there will be a further two security staff members that will be working alongside the bar team to ensure all of the guests are adhering to our standards and policies with regards to responsible drinking, antisocial behaviour and noise pollution.
- The balcony on the south side of the bar will be monitored by the bar staff and security team to ensure that all guests in this space are conforming to the above standards on responsible drinking, antisocial behaviour and noise pollution.
- Upon the closure of the bar, our management and security team will ensure that 30 minutes prior to the terminal hour, all guests will be asked to begin making their way down to the ground floor of the hotel and to exit via the hotel main entrance onto Leicester Square.
- The security team on the ground floor will assist with the dispersal of guests via the lobby in a controlled and calm manner.

The following specific conditions are suggested for this area:

Condition

8 at The Londoner - On the morning that Greenwich Mean Time changes to British Summer Time, one hour will be added to the terminal hour of any activities and to the closing time for the premises where the existing terminal hour for the activities and/or closing hour for the premises ends after 0200.

The Stage – Ground Floor

Hours of Operation: Monday – Saturday: 0800 – 0100
Sunday: 0800 to 0000 midnight

Primary Function: Lounge bar – Afternoon tea, pre-theatre drinks and champagne bar

Total Covers: 60

Afternoon Tea: 28

Lounge - 22

Bar Counter: 10

Service overview

- The space is the lobby lounge for the hotel it serves as the walk through from check-in to the lift lobby.
- The space will play live music with a pianist or acoustic musician and create a relaxed and casual ambiance from the morning into the evening. It has been designed as a setting focused primarily on residents of the hotel to enjoy a glass of champagne before dining, afternoon tea during their stay or a cocktail after returning from a show.
- Seated service will always be offered, in the instance where a resident of the hotel would like to join another at the bar top to a drink before leaving the hotel, this will be permitted with discretion.
- Breakfast at The Stage offers patisseries from the moving viennoiserie cart served alongside an à la carte menu. This does not form part of our breakfast inclusive and is also available to external guests. Champagne afternoon tea commences at lunch time and is served with The East India Company's exclusive loose-leaf teas from the world's finest estates. In the evening the menu comprises of rock oysters, Oscietra and Beluga caviar, signature plates, the finest European charcuterie and French artisan cheese – all accompanied by an extensive Champagne menu spanning coveted vintages and prestige cuvées.

Security Overview

- As part of our security measures to ensure the space is controlled during the extended hours of operation, there is a ground floor security person in addition to the security specifically allocated on the ground floor lift lobby (Lift FN1 & FN2) for rooftop after 5pm.
- The lounge bar team will be trained to ensure that alcohol is being consumed responsibly and how to deal with guests who are behaving offensively or are at risk of causing a disturbance.
- Security staff members in the hotel are there to assist the team in dealing with any issues that may arise in a discreet and calm manner.

- **All service is by waiter/waitress only, excluding a mix of seated and standing at the bar top.**

Joshua's Tavern – Lower Ground Floor

Hours of Operation: Monday – Saturday: 1100 – 2330
Sunday: 1200 – 2230

Primary Function: Gin bar - with beers and snacks

Total Covers: 60 approx

Bar seated: 44

Bar Standing: 15

Exterior Seated: 31

History:

A public house known as The Hand & Racquet has been around in different forms on the site of The Londoner since Tudor times (1600's) - originally founded as a brewery by William Whitcomb who gave his name to the street and to the surrounding streets. They were named after some of the local brews i.e. 'Panton Ale' and 'Oxen Ale'.

The Pub stayed much the same until 1827 when it moved, quite how no one knows, but it moved from 21 Whitcomb Street to 48. In 1865 the upstairs bar/restaurant was added by the Oldbury Family who ran the pub for over 50 years. The upstairs became a Mecca for comedy, artists such as Tony Hancock, Sid James and Tommy Cooper were often seen quaffing ale or two! Tommy Cooper, when the bar was split into 2, would use his height to peer to through the windows to see if anyone he knew was in the bar, as he always tried to avoid buying other people drinks. The problem was everyone would see the fez and follow him in.

In 2009 it was reported that the pub has been boarded up for many months. In 2013 The Victorian Society were fighting to save this building from demolition, and it's there that we learn "The name refers to the tennis court and the national headquarters of the game which had been located across the street until 1866." In 2015 the pub and the surrounding buildings had been demolished but planning permission had been given for a similar style tavern to replace the old Hand & Racquet and the concept of Joshua's Tavern was born.

Source: <https://www.londonremembers.com/memorials/hand-racquet>

Service overview

- The entrance to the tavern is from St Martins Street on the south-east side of the hotel.
- Joshua's Tavern has been created to provide a convivial and welcoming gin bar for local residents and workers in the Leicester Square area.
- With its primary function as a gin bar, it also serves traditional beers using a tank beer system built into the ceiling, no food other than snacks, with a focus on live acoustic music to set a warm and comfortable atmosphere.
- With service being less formal than the other outlets in the hotel, we will provide a blend of table and bar top service throughout the tavern. All tables are to be welcomed and offered a seat upon arrival.

- Waiter/waitress service at the table is the primary option with 90% of our service being table only, however because of the nature of the venue we would like people to come to the bar to review our extensive selection of gins and engage with our bartenders about the beer system and the craftsmanship behind the signature gintonicas we offer.
- There will be availability for approximately 10-15 people to stand in the outlet around bespoke raised pipes on which they can keep their drinks in the centre of the bar.
- **The premises will operate a mixed table and bar service**

Security overview

- As part of our security measures for Joshua's Tavern we will provide a member of security on Tuesday to Saturday from 5pm-close to ensure all guests are adhering to our standards and policies with regards to responsible drinking, antisocial behaviour and noise pollution.
- This area will be roped off around the agreed parameters to ensure guests always stay within the agreed boundary.
- The bar team will be trained to ensure that alcohol is being consumed responsibly and how to deal with guests who are behaving offensively or are at risk of causing a disturbance in collaboration with the designated security person in the outlet.

The following specific conditions are suggested for this area:

Condition

All outside tables and chairs shall be rendered unusable by 2300 each day. There shall be no external consumption of alcohol after 23:30 hours.

Condition

All supply of alcohol to outdoors tables and chairs is to be by waiter/waitress service only.

Condition

Patrons permitted to temporarily leave and then re-enter the premises ie, to smoke, shall not be permitted to take drinks or glass containers with them.

The Residence – Ground Floor Mezzanine

Hours of Operation: Monday – Sunday: 24 hours a day

Primary Function: Dining and bar area– Separated into three spaces

Total Covers: 70 approx

Y Bar - 24

Drawing room - 34

Whisky Room – 12

Service overview

- The Residence has been designed as an extension of the guest bedroom.
- Created to allow residents of the hotel to have a place to work, relax, eat and socialise that is exclusively for guests of the hotel (bona fide companions of guests are permitted but not encouraged).
- It is a very personal space, with guest relations and the management team using it as a hub for interacting and engaging with our guests throughout their stay.
- Breakfast will be provided as part of the inclusive rates and will be suited to business travellers who do not wish to join us in the main restaurant.
- The sections of the spaces are outlined as the Y bar, the Drawing Room, and the Whisky Room.
- The Y bar is a space to enjoy a cocktail or a glass of wine and engage with the staff of the hotel, it is an intimate bar with approximately half of the seats on the bar top. It is designed to allow our guests to interact with the bartenders and see the process of the drinks being made and learn about the beverages of the hotel.
- The Drawing room is a more comfortable space, with dining suitable tables and chairs. It has a selection of games to encourage socialising and desk space for working. It is informal and relaxed and is akin to a business lounge environment.
- The Whisky room is an intimate and luxurious space, with 12 seats and a dedicated bartender to serve the guests some of the finest and rare whiskies from around the world. There will be no food served in this area other than nibbles to accompany the whisky. It is available upon bookings only.
- **All service is by waiter/waitress only**

Security Overview

- As part of our security measures to ensure the space is controlled during the extended hours of operation, the outlet will benefit from the security presence located on the ground floor.

- No guests can enter the space without showing their room key and having their reservation and name confirmed via our internal system.
- The Residence team will be trained to ensure alcohol is being consumed responsibly and how to deal with guests who are behaving offensively or are at risk of causing a disturbance.
- The security staff in the hotel are there to assist the team in dealing with any issues that may arise in a discreet and calm manner.

The following specific conditions are suggested for this area:

Condition

The Residence to only be used by hotel residents and their (5) bona fide guests.

The Retreat (Refuel) – Basement Level 4

Hours of Operation: Monday – Sunday: 0700 - 2200

Primary Function: Juice bar – Ancillary to the pool and spa areas

Total Covers: 26

Benches - 10

Bar Counter - 8

Cabanas – 8

Service overview

- The space has been designed for workouts, poolside wellness or dietary regimes.
- The Refuel clinic is a results-driven superfood and drink concept that aims to improve the health and vitality of the body and mind.
- Serving a range of juices, smoothies, hydration rechargers and food, Refuel is an ancillary to the spa and pool area that allows our guests to enjoy a range of health focused options from the comfort of the Retreat.
- The service in the cabanas is discreet and occasional so to not disturb the guests.
- Alcohol will be available to residents and their bona fide guests as well as those on a pre-booked "spa experience" and members of the spa and gym.
- Service is a mix of bar top seats and benches that cater for guests who are waiting for treatments.

Meeting and Events Spaces – Basement Levels

Hours of Operation: Monday – Sunday: 0600 - 0100

Primary Function: Corporate and social events

Total Capacity: - 1220

The Green Room: 150

The Ballroom - 850

The Gallery: 220

Service overview

- The main entrance to the meetings space at the Londoner is via 50 Whitcomb Street. This lobby area is intended to be used as a meet and greet area for guests but it is also included in the Licence Application as it may be used for smaller drinks receptions or events, depending on Client demand.
- All event invitees will be provided with this address to ensure the flow of guests into the hotel for meetings and social events is via a dedicated and managed entrance separate to the main hotel lobby.
- The Green Room - is located on **B1**.
 - It is designed to be an ancillary space for catering to drinks receptions, lunches and coffee breakfast for the larger events in the ballroom as its primary purpose.
 - It will also be used to host smaller events of up to 150 people for a drink's reception.
 - The space has a single point of access that will be managed by the events team or hosting team dependent on the event.
- The Ballroom – is located on **B2**.
 - This is the largest event space in the hotel that will be utilised for both corporate and social events.
 - The space is designed to bring cutting-edge audio-visual systems to our events and is targeted at providing a unique, luxury environment for the most prestigious companies to hold their events with us.
 - The maximum capacity of the space is 850 people in a drinks reception however this is not expected to be a regular occurrence.
 - The space is primarily sold and best operated up to 500 people for a corporate meeting, exhibitions, awards ceremonies, products launches and dinner and dance formats with the provision of seated service.
- The Gallery – Is located on **B3**.
 - A floor designed with 7 meeting room for primarily corporate meetings during the day with a communal area for catering.
 - The rooms at the north and south of the room can be opened to host ancillary overflow from the main event in the Ballroom.

- The Courtyard (**Second Floor**) and Horatio & Trafalgar Suites (**Seventh Floor**) are also available for prebooked smaller private functions.
- **Service will be a mix of seated dining and vertical drinking dependent on the event format.**

Security overview

- As part of our security measures to ensure the space is controlled during the extended hours of operation, all bookings for large social events from 7pm onwards (using B2 Ballroom) a minimum mandatory security to guest's ratio of 1:100 must be in place before allowing the event to commence.
- The security will be supplied via The Londoner Hotel security partner and our trained security team who are familiar with the space and our policies on egress from the meeting space into the local area.
- The operations team will be trained to ensure that alcohol is being consumed responsibly and how to deal with guests who are behaving offensively or are at risk of causing a disturbance.
- The security staff member is there to assist the team in dealing with any issues that may arise at the hosting point and avert any disturbances.

Dispersal

- On closure of all events, the operations team will be present in the communal areas and stairways to aid and assist in directing the guests out of the hotel and via the time appropriate entrance for their departure.
- Before midnight, upon the closure of large events (250+), two staff members from the operations team will be allocated to assist with managing the egress alongside the security team after the event and directing guests out of the hotel via the Whitcomb Street entrance and then to disperse according to the security plan.
- After midnight, all guests will be directed to leave via the main entrance of the hotel onto Leicester Square that will be managed by the ground floor security team in collaboration with the specific events security provision.
- For the events using B1 independently of the ballroom, security is set at a minimum of two staff members per event to ensure all the above measures can be followed.
- If there is more than one social event on any given day, the closure of both events is recommended to not coincide to aid the dispersal the separate parties. The use of the lifts and stairs will be designated, but not restricted to, the event by the security and operations team to separate the overlap.
- If a request to use an alternative security team is presented, part of the condition is that the team will be briefed on The Londoner's Security system in advance of the event.

The following specific conditions are suggested for this area:

Condition

The provision of licensable activities in function spaces in The Meeting & Events Lobby, The Gallery, The Ballroom, The Green Room, Courtyard and Horatio & Trafalgar Suites shall be restricted to person attending pre-booked functions at the premises. Alcohol shall only be sold for consumption by persons attending a prebooked and bona fide private function or event to which members of the public are not admitted. A register of persons attending prebooked events shall be kept for a minimum period of 31 days at the premises and made available for immediate inspection by police or an authorised officer of the Council throughout the entire 31 day period. A register will not be required for "drop in" events such as exhibitions or auctions.

Condition

For functions after 2300 hours each day, the provision of licensable activities in spaces in The Meeting & Events Lobby, The Gallery, The Ballroom, The Green Room, Courtyard and Horatio & Trafalgar Suites shall be carried out only after a suitable and sufficient Event Management Plan has been drawn up by a competent person. This must be made available on request to the Responsible Authorities and signed off by a person with management responsibilities, kept for at least one year and must contain information and assessments, as a minimum, on the following aspects where relevant:

- i. Details of responsible persons present including at least one person with management responsibilities of the licence holder
- ii. Stewarding
- iii. Ticketing and entrance check arrangements, eg bag search
- iv. Non-glass drinking receptacles
- v. Emergency Evacuation
- vi. Maximum Capacity for the function space
- vii. Temporary Structures including any licensing requirements
- viii. Use of Special effects such as dry ice, cryogenic fog, smoke machines, firearms, pyrotechnics, real flame, strobe lighting, lasers etc
- ix. Noise Management Plan including arrival and dispersal arrangements.

Condition

An attendant shall be on duty in the Main Meetings & Events cloakroom at all times when in operation. They shall be able to contact security immediately by means of a radio or personal alarm.

General Conditions to be applied across the premises:

The number of persons accommodated at any one time (excluding staff) shall not exceed the following:

- 8 at The Londoner - 200
- The Ballroom - 850
- The Residence - 100
- Whitcombs – 200
- Joshua's Tavern - 60
- The Stage - 75
- The Green Room - 150
- The Gallery – 220

Final capacity figures shall be determined on clearance of "works" condition but they shall not be more than as stated above.

The sale and supply of alcohol and late-night refreshment is permitted in the al fresco areas as defined on the plan attached to the Premises Licence subject to planning permission and an appropriate Pavement Licence being granted.

CCTV

- a. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team.
- b. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition.
- c. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. It shall include all external areas the premises is responsible for.
- d. All recordings shall be stored for a minimum period of 31 days with date and time stamping.
- e. Viewing of recordings shall be made available remotely within 10 minutes upon the request of Police or authorised officer throughout the entire 31-day period.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised officer copies of recent CCTV images or data with the absolute minimum of delay when requested.

There shall be no admittance or re-admittance to the premises after 0100 hours except for residents their bona fide guests, maximum of (5) and patrons permitted to temporarily leave the premises (e.g. to smoke, make a phone call).

The Challenge 25 system shall be operated at the premises where the only acceptable forms of identifications are recognised photographic identification cards, such as a driving licence, valid passport or PASS approved proof of age card.

There shall be no off sale of alcohol for consumption off the premises after 2300 hours. Before that time all off sales, save for service to the hotel external tables, shall be in sealed containers.

All hotel lift systems shall have CCTV fitted in accordance with the general CCTV condition for the premises.

There shall be a personal licence holder on duty at the premises at all times when the premises are authorised to sell alcohol.

A minimum of (2) SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business. There shall be a minimum of 1:100 thereafter (excluding residents and their bona fide guests). They must correctly display their SIA licence(s) when on duty so as to be visible. All external Security staff shall wear hi vis yellow jackets or tabards after 2000 hours.

The licensee shall ensure that after 2000 hours:

- a. A minimum of two SIA door staff on duty at premises shall be equipped with Body Worn Video (BWV), capable of recording audio and video in any light condition as per the minimum requirements of the Westminster Police Licensing Team.
- b. All recordings shall be stored for a minimum period of 31 days with date and time stamping, and
- c. Viewing of recordings shall be made available remotely within 10 minutes upon the request of Police or authorised officer throughout the preceding 31-day period.

Alcohol consumed outside the premises building shall only be consumed by patrons seated at tables.

After midnight, admission to all areas shall be through the premises lobby area only.

Other than in hotel bedrooms, there shall be no striptease or nudity, and all persons shall be decently attired at all times, except when the premises are operating under the authority of a Sexual Entertainment Venue licence.

There shall be no payment made by or on behalf of the licence holder to any person for bringing customers to the premises.

As soon as possible, and in any event within 1 month from the grant of this licence, the premises shall join the local Pubwatch or other local crime reduction scheme approved by the police.

In the event that a serious assault is committed on the premises (or appears to have been committed) the management will immediately ensure that:

- a. The police (and, where appropriate, the London Ambulance Service) are called without delay;
- b. All measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police;
- c. The crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
- d. Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.

There shall be a presence of cleaning hosts throughout the operation who frequently visit all toilet facilities at intervals of no longer than 20 minutes. Members of the team will have access to security staff, as required.

With the exception of residents and their (5) bona fide guests, no alcohol shall be consumed more than (30) minutes after the permitted terminal hour for the supply of alcohol.

The premises licence holder shall ensure that the management team register and successfully complete the nationally recognised counter terrorism training product referred to as ACT eLearning package or can demonstrate that the ACT eLearning product has been successfully 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 day they start their employment.

The approved arrangement at the premises including means of escape provision, emergency warning equipment, the electrical installation and mechanical equipment shall at all material times be maintained in good conditions and full working order.

The certificates listed below shall be submitted to the Licensing Authority upon written request:

- (a) any emergency lighting battery or system
- (b) any electrical installation
- (c) any emergency warning system
- (d) any ceiling inspection certificate

The means of escape provided for the premises shall be maintained unobstructed free of trip hazards, be immediately available and clearly identifiable in accordance with the plans provided.

All exit doors shall be maintained effectively self-closing and not held open other than by approved device.

The edges of treads of steps and stairways shall be maintained to be conspicuous.

Curtains and hangings shall be arranged so as not to obstruct emergency lighting.

Any special effects or mechanical installations shall be arranged and stored to minimize any risk to the safety of those using the premises. The following special effects will only be used on 10 days prior notice being given to the Licensing Authority where consent has not been previously given:

- Dry ice and cryogenic fog
- Smoke machines and fog generators
- Pyrotechnics including fireworks
- Firearms
- Lasers
- Explosives and highly flammable substances
- Real flame
- Strobe lighting

Flashing or particularly bright lights on or outside the premises will not be permitted to cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).

An incident log shall be kept at the premises and made available on request to an authorised officer of Westminster Council or the Police. It must be completed within 24 hours of an incident and will record the following:

- (a) All crimes reported at the venue
- (b) All ejections of patrons from the premises
- (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
- (g) Any refusal of the sale of alcohol
- (h) Any visit by a relevant authority or emergency service.

No noise generated on the premises, or by its associated plant or equipment shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.

Notices shall be prominently displayed at exits requesting the public to respect the needs of local residents and leave the premises and area quietly.

All waste is to be properly presented and placed out for collection no earlier than 30 minutes before the scheduled collection times.

No rubbish including bottles, will be moved, removed, or placed in outside areas between 2300 and 0800 hours.

Where a supply of alcohol takes place at an event, any person under 18 will be accompanied by an appropriate adult (over 18).

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.

No licensable activities shall take place at the premises until the licensing authority are satisfied that the premises is constructed or altered in accordance with the appropriate provisions of the District Surveyor's Association – Technical Standards for Places of Entertainment and the reasonable requirements of Westminster Environmental Health Consultation Team, at which time this condition shall be removed from the licence by the licensing authority. If there are

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Service & Security Overview, plus Proposed Conditions – Premises Licence Application

minor changes to the layout during construction new plans shall be submitted to the Licensing Authority when requesting removal of this condition.

Premises History

Appendix 3

There is no licence or appeal history for the premises.

CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE AND CONDITIONS PROPOSED BY A PARTY TO THE HEARING

When determining an application for a new premises licence under the provisions of the Licensing Act 2003, the licensing authority must, unless it decides to reject the application, grant the licence subject to the conditions which are indicated as mandatory in this schedule.

At a hearing the licensing authority may, in addition, and having regard to any representations received, grant the licence subject to such conditions which are consistent with the operating schedule submitted by the applicant as part of their application, or alter or omit these conditions, or add any new condition to such extent as the licensing authority considers necessary for the promotion of the licensing objectives.

This schedule lists those conditions which are consistent with the operating schedule, or proposed as necessary for the promotion of the licensing objectives by a responsible authority or an interested party as indicated. These conditions have not been submitted by the licensing service but reflect the positions of the applicant, responsible authority or interested party and have not necessarily been agreed

Mandatory Conditions

1. No supply of alcohol may be made at a time when there is no designated premises supervisor in respect of this licence.
2. No supply of alcohol may be made at a time when the designated premises supervisor does not hold a personal licence or the personal licence is suspended.
3. Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.
4.
 - (1) The responsible person must 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—
 - (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 in a manner which carries a significant risk of undermining a licensing objective;
 - (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 in a manner which carries a significant risk of undermining a licensing objective;

- (d) 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;
 - (e) dispensing alcohol 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).
- 5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 6.
 - (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (3) 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 either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.
- 7. The responsible person must 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: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

A responsible person in relation to a licensed premises means the holder of the premise licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

8(i) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

8(ii) For the purposes of the condition set out in paragraph 8(i) above -

(a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) "permitted price" is the price found by applying the formula -

$$P = D + (D \times V)$$

Where -

(i) P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

8(iii). Where the permitted price given by Paragraph 8(ii)(b) above would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

8(iv). (1) Sub-paragraph 8(iv)(2) below applies where the permitted price given by Paragraph 8(ii)(b) above on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

9. Admission of children to the premises must be restricted in accordance with the film classification recommended by the British Board of Film Classification or recommended by this licensing authority as appropriate.

10. All persons guarding premises against unauthorised access or occupation or against outbreaks of disorder or against damage (door supervisors) must be licensed by the Security Industry Authority.

Conditions proposed by the Applicant and agreed by the Police, Environmental Health and the Licensing Authority

11. The provision of licensable activities in function spaces in The Meeting & Events Lobby, The Gallery, The Ballroom, The Green Room, Courtyard and Horatio & Trafalgar Suites shall be restricted to person attending pre-booked functions at the premises. Alcohol shall only be sold for consumption by persons attending a prebooked and bona fide private function or event to which members of the public are not admitted. A register of persons attending prebooked events shall be kept for a minimum period of 31 days at the premises and made available for immediate inspection by police or an authorised officer of the Council throughout the entire 31 day period. A register will not be required for “drop in” events such as exhibitions or auctions.
12. For functions after 2300 hours each day, the provision of licensable activities in spaces in The Meeting & Events Lobby, The Gallery, The Ballroom, The Green Room, Courtyard and Horatio & Trafalgar Suites shall be carried out only after a suitable and sufficient Event Management Plan has been drawn up by a competent person. This must be made available on request to the Responsible Authorities and signed off by a person with management responsibilities, kept for at least one year and must contain information and assessments, as a minimum, on the following aspects where relevant:
 - i. Details of responsible persons present including at least one person with management responsibilities of the licence holder
 - ii. Stewarding
 - iii. Ticketing and entrance check arrangements, eg bag search
 - iv. Non-glass drinking receptacles
 - v. Emergency Evacuation
 - vi. Maximum Capacity for the function space
 - vii. Temporary Structures including any licensing requirements
 - viii. Use of Special effects such as dry ice, cryogenic fog, smoke machines, firearms, pyrotechnics, real flame, strobe lighting, lasers etc
 - ix. Noise Management Plan including arrival and dispersal arrangements.
13. The number of persons accommodated at any one time (excluding staff) shall not exceed the following:
8 at The Londoner - 200
The Ballroom - 850
The Residence - 100
Whitcombs – 200
Joshua’s Tavern - 60
The Stage - 75
The Green Room - 150
The Gallery – 220

Final capacity figures shall be determined on clearance of “works” condition but they shall not be more than as stated above.

14. There shall be no off sale of alcohol for consumption off the premises after 2300 hours. Before that time all off sales, save for service to the hotel external tables, shall be in sealed containers.
15. There shall be no admittance or re-admittance to the premises after 0100 hours except for residents their bona fide guests, maximum of (5) and patrons permitted to temporarily leave the premises (e.g. to smoke, make a phone call).
16. Alcohol consumed outside the premises building shall only be consumed by patrons seated at tables.
17. After midnight, admission to all areas shall be through the premises lobby area only.
18. All outside tables and chairs shall be rendered unusable by 2300 each day. There shall be no external consumption of alcohol after 23:30 hours.
19. All supply of alcohol to outdoors tables and chairs is to be by waiter/waitress service only.
20. Patrons permitted to temporarily leave and then re-enter the premises ie, to smoke, shall not be permitted to take drinks or glass containers with them.
21. **8 at The Londoner** - On the morning that Greenwich Mean Time changes to British Summer Time, one hour will be added to the terminal hour of any activities and to the closing time for the premises where the existing terminal hour for the activities and/or closing hour for the premises ends after 0200.
22. The Challenge 25 system shall be operated at the premises where the only acceptable forms of identifications are recognised photographic identification cards, such as a driving licence, valid passport or PASS approved proof of age card.
23.
 - a. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Westminster Police Licensing Team.
 - b. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition.
 - c. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. It shall include all external areas the premises is responsible for.
 - d. All recordings shall be stored for a minimum period of 31 days with date and time stamping.
 - e. Viewing of recordings shall be made available remotely within 10 minutes upon the request of Police or authorised officer throughout the entire 31-day period.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised officer copies of recent CCTV images or data with the absolute minimum of delay when requested.
24. All hotel lift systems shall have CCTV fitted in accordance with the general CCTV condition for the premises.

25. There shall be a personal licence holder on duty at the premises at all times when the premises are authorised to sell alcohol.
26. A minimum of (2) SIA licensed door supervisors shall be on duty at the premises at all times whilst it is open for business. There shall be a minimum of 1:100 thereafter (excluding residents and their bona fide guests). They must correctly display their SIA licence(s) when on duty so as to be visible. All external Security staff shall wear hi vis yellow jackets or tabards after 2000 hours.
27. The licensee shall ensure that after 2000 hours:
 - a. A minimum of two SIA door staff on duty at premises shall be equipped with Body Worn Video (BWV), capable of recording audio and video in any light condition as per the minimum requirements of the Westminster Police Licensing Team.
 - b. All recordings shall be stored for a minimum period of 31 days with date and time stamping, and
 - c. Viewing of recordings shall be made available remotely within 10 minutes upon the request of Police or authorised officer throughout the preceding 31-day period.
28. Other than in hotel bedrooms, there shall be no striptease or nudity, and all persons shall be decently attired at all times, except when the premises are operating under the authority of a Sexual Entertainment Venue licence.
29. There shall be no payment made by or on behalf of the licence holder to any person for bringing customers to the premises.
30. As soon as possible, and in any event within 1 month from the grant of this licence, the premises shall join the local Pubwatch or other local crime reduction scheme approved by the police.
31. In the event that a serious assault is committed on the premises (or appears to have been committed) the management will immediately ensure that:
 - a. The police (and, where appropriate, the London Ambulance Service) are called without delay;
 - b. All measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police;
 - c. The crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
 - d. Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.
32. There shall be a presence of cleaning hosts throughout the operation who frequently visit all toilet facilities at intervals of no longer than 20 minutes. Members of the team will have access to security staff, as required.
33. An attendant shall be on duty in the Main Meetings & Events cloakroom at all times when in operation. They shall be able to contact security immediately by means of a radio or personal alarm.

34. With the exception of residents and their (5) bona fide guests, no alcohol shall be consumed more than (30) minutes after the permitted terminal hour for the supply of alcohol.
35. The premises licence holder shall ensure that the management team register and successfully complete the nationally recognised counter terrorism training product referred to as ACT eLearning package or can demonstrate that the ACT eLearning product has been successfully 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 day they start their employment.
36. The approved arrangement at the premises including means of escape provision, emergency warning equipment, the electrical installation and mechanical equipment shall at all material times be maintained in good conditions and full working order.
37. The certificates listed below shall be submitted to the Licensing Authority upon written request:
- (a) any emergency lighting battery or system
 - (b) any electrical installation
 - (c) any emergency warning system
 - (d) any ceiling inspection certificate
38. The means of escape provided for the premises shall be maintained unobstructed free of trip hazards, be immediately available and clearly identifiable in accordance with the plans provided.
39. All exit doors shall be maintained effectively self-closing and not held open other than by approved device.
40. The edges of treads of steps and stairways shall be maintained to be conspicuous.
41. Curtains and hangings shall be arranged so as not to obstruct emergency lighting.
42. Any special effects or mechanical installations shall be arranged and stored to minimize any risk to the safety of those using the premises. The following special effects will only be used on 10 days prior notice being given to the Licensing Authority where consent has not been previously given:
- Dry ice and cryogenic fog
 - Smoke machines and fog generators
 - Pyrotechnics including fireworks
 - Firearms
 - Lasers
 - Explosives and highly flammable substances
 - Real flame
 - Strobe lighting
43. Flashing or particularly bright lights on or outside the premises will not be permitted to cause a nuisance to nearby properties (save insofar as they are necessary for the prevention of crime).

44. An incident log shall be kept at the premises and made available on request to an authorised officer of Westminster Council or the Police. It must be completed within 24 hours of an incident and will record the following:
 - (a) All crimes reported at the venue
 - (b) All ejections of patrons from the premises
 - (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
 - (g) Any refusal of the sale of alcohol
 - (h) Any visit by a relevant authority or emergency service.
45. No noise generated on the premises, or by its associated plant or equipment shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
46. Notices shall be prominently displayed at exits requesting the public to respect the needs of local resident and leave the premises and area quietly.
47. All waste is to be properly presented and placed out for collection no earlier than 30 minutes before the scheduled collection times.
48. No rubbish including bottles, will be moved, removed, or placed in outside areas between 2300 and 0800 hours.
49. Where a supply of alcohol takes place at an event, any person under 18 will be accompanied by an appropriate adult (over 18).
50. 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.
51. No licensable activities shall take place at the premises until the licensing authority are satisfied that the premises is constructed or altered in accordance with the appropriate provisions of the District Surveyor's Association – Technical Standards for Places of Entertainment and the reasonable requirements of Westminster Environmental Health Consultation Team, at which time this condition shall be removed from the licence by the licensing authority. If there are minor changes to the layout during construction new plans shall be submitted to the Licensing Authority when requesting removal of this condition.
52. The Whitcomb (Ground Floor) shall only operate as a restaurant,
 - (i) in which customers are shown to their table or the customer will select a table themselves,
 - (ii) where the supply of alcohol is by waiter or waitress service only,
 - (iii) which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table,
 - (iv) which do not provide any takeaway service of food or drink for immediate consumption off the premises,

(v) where alcohol shall not be sold or supplied, otherwise than for consumption by persons who are seated in the premises and bona fide taking substantial table meals there, and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.

Notwithstanding this condition customers are permitted to take from the premises part consumed and resealed bottles of wine supplied ancillary to their meal.

53. Between 06.30 and 09:00 hours the supply of alcohol to non-residents for consumption on the premises, including in any authorised external areas, shall only be to persons attending pre-booked functions.

Further Conditions Proposed by the applicant

The Residence

54. Shall only be used by hotel residents and their (5) bona fide guests.
55. The sale and supply of alcohol shall be by waiter or waitress service and only to seated customers.

The Stage Bar

56. The sale and supply of intoxicating liquor shall be by way of waiter/waitress and only to seated customers.
57. Notwithstanding 56 above, seated and standing customers may be served at the bar.
58. Substantial food and non-intoxicating beverages shall be equally available at all times during permitted hours.

8 at The Londoner

59. Substantial food and non-intoxicating beverages shall be equally available at all times during permitted hours.
60. All service of intoxicating liquor shall be way of a waiter/waitress and only to seated customers (except when 8 at The Londoner has been pre-booked for a private function).
61. Notwithstanding 60 above, seated and standing customers may be served at the bar.
62. Admittance to 8 at the Londoner shall be by way of reservation.

Whitcombs Restaurant and Terrace

63. Notwithstanding condition 52, intoxicating liquor may be sold or supplied to customers on the terrace provided that substantial food and non-intoxicating liquor is available throughout the permitted hours and provided that the sale or supply is by waiter or waitress service to seated customers.

Joshua's Tavern

64. Substantial food and non-intoxicating beverages shall be equally available at all times during permitted hours.

The Retreat

65. Alcohol may only be sold or supplied to residents and their bona fide guests as well as those on a pre-booked “spa experience” and members of the spa and gym.

Condition proposed by Environmental Health

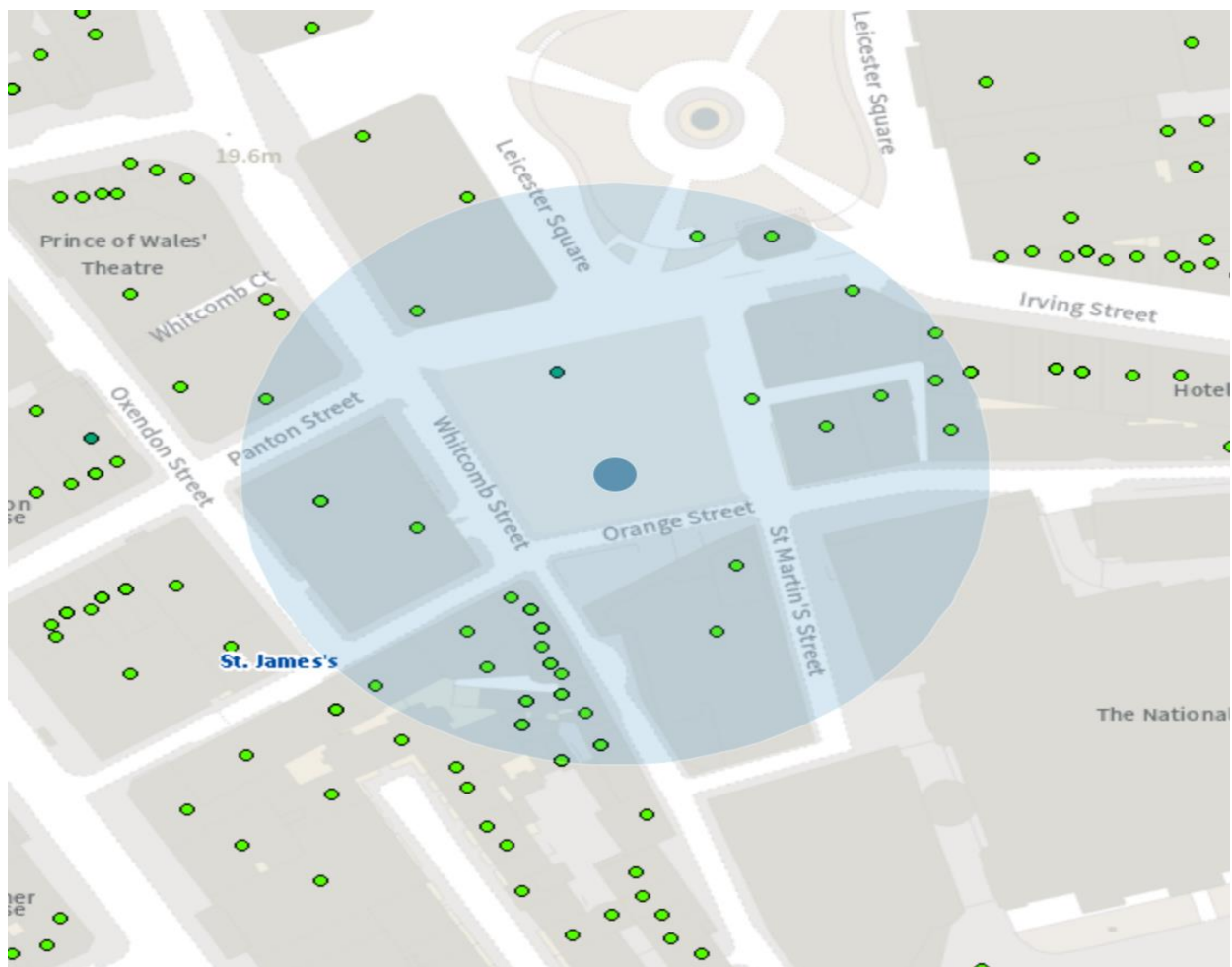
66. After 21:00 hours the sale and supply of alcohol in open containers for consumption off the premises shall be restricted to alcohol consumed by persons who are seated in an area appropriately authorised for the use of tables and chairs on the highway and bona fide taking a substantial table meal there, and where the consumption of alcohol by such persons is ancillary to taking such a meal.

Conditions to be determined by Licensing Sub Committee

Bag and body search condition.

Residential Map and List of Premises in the Vicinity

Appendix 5



Resident Count 66

Licensed Premises within 75m of 38 Leicester Square, London, WC2				
Licence Number	Trading Name	Address	Premises Type	Time Period
20/03120/LIPN	Odeon Luxe West End 38A Leicester Square WC2H 7DX	Odeon West End Leicester Square London WC2H 7LL	Cinema	Monday to Sunday; 00:00 - 00:00
14/07329/LIPDPS	Salt N Pepper Grill	32 Orange Street London WC2H 7HQ	Restaurant	Sunday; 12:00 - 23:00 Sunday; 12:00 - 00:00 Monday to Saturday; 10:00 - 00:30 Monday to Saturday; 10:00 - 23:30

20/10278/LIPDPS	Thistle Trafalgar Square, The Royal Trafalgar	Royal Trafalgar Thistle Hotel Whitcomb Street London WC2H 7HG	Hotel, 4+ star or major chain	Sunday; 12:00 - 00:00 Monday to Saturday; 10:00 - 00:30
19/07574/LIPDPS	Leicester Square Area	Leicester Square London WC2H 7LE	Park / Open Space	Monday to Sunday; 00:00 - 00:00
16/08044/LIPN	Leicester Square Gardens	Leicester Square London WC2H 7LE	Theatre	Sunday; 10:00 - 23:00 Monday to Thursday; 12:00 - 23:30 Friday to Saturday; 10:00 - 00:00
15/05963/LIPDPS	8 Till Late	23 Whitcomb Street London WC2H 7HA	Shop	Saturday; 08:00 - 23:00 Sunday; 10:00 - 22:00 Monday to Friday; 07:00 - 23:00
20/11549/LIPDPS	Odeon Cinema	11-18 Panton Street London SW1Y 4DP	Cinema	Monday to Sunday; 09:00 - 08:00
18/09120/LIPDPS	Radisson Hampshire Hotel	31-36 Leicester Square London WC2H 7LH	Hotel, 4+ star or major chain	Monday to Sunday; 00:01 - 00:00
17/06985/LIPVM	Cheers One	Ground Floor 19 Whitcomb Street London WC2H 7HA	Shop	Sunday; 10:00 - 22:30 Monday to Saturday; 08:00 - 23:00
21/01574/LIPVM	Japan Centre	32 - 34 Panton Street London SW1Y 4EA	Night clubs and discos	Friday to Saturday; 10:00 - 01:00 Sunday to Thursday; 10:00 - 00:30