



Conditions applicable to massage or special treatment licences in the City of London

Before a licence for new premises offering massage or special treatment can be granted, it will be necessary for the Health and Safety Team to assess the premises to determine that it complies with the City of London's conditions applicable to massage or special treatment establishments.

The conditions are subject to every massage or special treatment licence granted in the City of London and all licence holders must carry on their establishments in accordance with the conditions herein:

1. The establishment shall be carried on only for the treatment or business and in the trade name or style or title specified in this licence and at the address mentioned herein.
2. All notices and advertisements issued by or on behalf of the establishment shall bear the trade name or style or title aforesaid and the names of individual assistants shall not be given in such notices and advertisements.
3.
 - (a) The licensee shall at once notify the Common Council in writing addressed to the Licensing Team, City of London, PO Box 270, Guildhall, London, EC2P 2EJ, of any change (i) in the name or private address of the licensee or (ii) in the treatment afforded or (iii) the nature of the business carried on at the establishment.
 - (b) The licensee, if a company within the meaning of the Companies Act 2006, or any Act amending the same shall forthwith notify the Common Council in writing, as above, of any change in the constitution of the directorate of such company during the currency of this licence.
4. Except with the consent in writing of the Common Council the licensee shall not employ in the conduct of the establishment any person (i) whose licence has been revoked or to whom a licence has been refused on the ground that such person is unsuitable to hold a licence to carry on an establishment for massage or special treatment: or (ii) who is unsuitable to be so employed on the ground that misconduct in connection with the employment of such person in an establishment for massage or special treatment has been proved to the satisfaction of the Common Council; and, except with such consent, the licensee shall not allow or permit any such person to be directly or indirectly interested in the business carried on at the establishment.

5. All treatments shall be given only by persons approved by the Common Council or, provided that the consent in writing of the Common Council has been obtained, under the personal supervision of a person approved by the Common Council.
6. The following treatments shall, unless the consent of the Common Council in writing has otherwise been obtained be permitted only when given by a qualified physiotherapist in accordance with the directions of a registered medical practitioner with specific reference to the client to whom the treatment is to be given: - massage for curative purposes; long and short wave diathermy; ultra-sonic treatments; treatment of moles; ultra-violet ray treatment and electro-sleep therapy.
7. No apparatus or equipment shall be used at the establishment without the prior consent in writing of the Common Council.
8. The licensee shall at all times take reasonable precautions to ensure the safety of his clients when at the establishment.
9. The licensee shall ensure that, with the exception of those persons receiving treatment in accordance with the conditions of this licence, all persons present in any part of the establishment shall be decently and properly attired and that separate changing accommodation for males and females shall be provided.
10.
 - (i) The floors, walls and ceilings of any treatment room or waiting room shall be maintained in a sound structural and clean condition and the surfaces shall be such as to facilitate easy cleaning.
 - (ii) There shall be provided in every treatment room suitable floor covering which shall be maintained in a clean condition.
 - (iii) There shall be adequate light and ventilation to any treatment or waiting room either by natural or artificial means.
 - (iv) There shall be provided in every treatment room a suitable wash-hand basin or basins provided with an adequate supply of hot and cold water.
 - (v) There shall be provided and available at all times in respect of each wash-hand basin, soap, a nailbrush and either a supply of disposable towels or a clean towel.
 - (vi) There shall be provided in every treatment and waiting room suitable and sufficient means for heating and a reasonable room temperature shall be maintained.
 - (vii) Where it is intended that more than one person shall be treated in a room, suitable screening shall be provided to maintain privacy.

(viii) There shall be provided in respect of every establishment sanitary accommodation to the standard laid down in regulations made under the Offices, Shops and Railways Premises Act, 1963 such sanitary accommodation to be available to and readily accessible for clients.

(ix) There shall be provided proper means for securing the cleanliness of all instruments, towels and materials and equipment used in connection with the establishment.

11. Unless otherwise expressly permitted by the Common Council, a person, other than a fully qualified physiotherapist or other person entered on the register of the appropriate professional organisation and whose qualifications have been approved by the Common Council, may not give treatment to a person of the opposite sex or in the presence of a person of the opposite sex, except where the treatment is limited to the neck, head, arms, hands, feet or legs below the knee.

NOTES:

- (i) The licence is not transferable either as regards the person to whom, or the premises in respect of which, it is granted.
- (ii) The licensee shall on application for renewal of his licence submit to the Common Council a certificate signed by a competent electrician certifying the safety of all electrical equipment and apparatus used within the terms of the licence.
- (iii) The issue of this licence does not confirm compliance with the requirements of the Health & Safety at Work, etc. Act 1974, regulations made under that Act or any other Public Health legislation to which you, your company or your premises is subject.