

CONDITIONS

<b>CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE</b>
Good order and decent behaviour shall be maintained at all times the premises are open. No disorderly conduct, nor any performance of whatever nature which is offensive or obscene, shall be permitted.
Arrangements shall be made to ensure that the person in charge of the premises is aware of the number of persons present on the premises at any one time and shall ensure such information is available to any Authorised Officer or any constable on request. The maximum number of permitted persons shall not be exceeded.
The licensee shall ensure that a logbook is kept in which there shall be recorded details of all tests, examinations, electrical or other maintenance work and fire drill instructions. The logbook shall be readily available for inspection by an Authorised Officer at all times the premises are open.
A suitable Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times where members of the public are present on the premises.
The CCTV system will contain the correct time and date stamp information. The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.
The data controller, under the Data Protection Act 1998, who is responsible for any CCTV images caught on cameras on the premises will, on the lawful request of an authorised officer of a Responsible Authority (under the Licensing Act 2003), be downloaded immediately, or where this is not possible, as soon as reasonably practicable, and supplied to the requesting officer. Where the CCTV images are not supplied at the time of the request being made the data controller will ensure that it is secured to prevent any overwriting.
A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.
The Supervisors register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced or inspection on request to an authorised officer.
The minimum number of door supervisors for the premises will be risk assessed in conjunction with the police and sufficient number of door supervisors will be present at all times.
The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.
The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).
The Daily Record Register will be retained on the premises for a period of 12 months from the date of the last entry.
Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.
The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti-social behaviour, admissions refusals and ejections from the premises.

<p>The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and/or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.</p>
<p>The Incident Report Register will be produced for inspection immediately on the request of an authorised officer</p>
<p>A policy for searching patrons at the entrance to the premises will be adopted and prominently displayed on the premises</p>
<p>Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers</p>
<p>The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.</p>
<p>The Licensee shall ensure that suitable first aid equipment and sufficient trained and experienced first aid or medical personnel are provided to the satisfaction of the Licensing Authority, and an accident book provided</p>
<p>The licensee shall ensure that the toilet and washing facilities as approved by the Licensing Authority at the time the licence is issued are maintained in good order and repair, properly cleansed, ventilated, adequately lit and provided with toilet paper, soap and water, and means for drying hands.</p>
<p>The licensee shall ensure that the electrical installation/supply at the premises is properly maintained and used in a safe manner, properly fitted with fuses or other protective devices of the correct size or specification for the circuits concerned. The installation shall be maintained in accordance with the requirements of the current edition of the Institute of Electrical Engineers' Regulations. No temporary adapters or other such devices shall be used without the consent of the Licensing Authority.</p>
<p>No rubbish, waste paper or other combustible material (not required to be kept at the venue) shall be deposited or allowed to accumulate in any part of the premises. All other parts of the premises, including yards and adjacent land under the control of the licensee, shall be kept clean and tidy at all times.</p>
<p>Refuse shall be removed from the premises at the conclusion of each entertainment</p>
<p>Noise emitted from the premises shall not cause a nuisance to nearby occupiers or residents of any other premises. Any form of amplification shall be controlled so as to prevent nuisance or any danger to health</p>
<p>The licensee shall ensure that any advertisements for public entertainments at the premises which are displayed contrary to the Town and Country Planning (Control of Advertisements) Regulations 1992 shall be removed by the licensee within 48 hours of being notified by the Leicester City Council of places where such advertisements are displayed, being places in respect of which the Leicester City Council has lawful 7 authority to grant the licensee (or his agents) permission to enter thereon for the purpose aforesaid.</p>
<p>Licensable activities will be conducted and the facilities for licensed activities will be designed and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties.</p>
<p>There will be no external loudspeakers.</p>
<p>The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises</p>
<p>The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises</p>

No one under the age of 18 will be permitted in the premises after 22:00 hours

### **CONDITIONS CONSISTENT WITH REPRESENTATION FROM POLICE**

(1) Opening hours of the premises to the public:

Sunday to Wednesday from 11am till 2:30am.

Friday & Saturday from 11am till 3am.

(2) The supply of alcohol to cease no later thirty minutes prior to the premises closing to the public.

(3) The provision of recorded music, live music and the provision of performances of dance to cease not later than fifteen minutes prior to the premises closing to the public.

(4) A high definition coloured CCTV system must be installed, maintained and records clear images permitting the identification of individuals whilst the premises is open to the public. CCTV cameras to cover all public areas within the premises, including entrances and exits and the pavement area directly outside the premises.

The CCTV system and recordings must have a constant and accurate date and time stamp. The CCTV system must be fitted with security functions to prevent recordings being tampered with or deleted. CCTV images shall be retained for a minimum of 31 days and those images shall be made available to an officer from a responsible authority in accordance with data protection law, within a reasonable time period.

(5) A trained member of staff must be present at all times whilst the premises is open to the public who is able to operate the CCTV system and provide viewable copies to officers from a responsible authorities.

(6) Security Industry Authority (SIA) door supervisors must be employed at the premises. All door supervisors and other persons engaged at the premises for the purpose of supervising or controlling queues or customers must wear high visibility armbands

(7) Door supervision must be provided on Friday, Saturday, Sunday's during a bank holiday weekend, Christmas Eve and New Year's Eve when the premises is open to the public after 10pm. Door supervision must remain on duty until the premises is closed and all customers have left.

(8) The licence holder must keep a record of all Security Industry Authority (SIA) door supervisors employed which includes their full name, SIA identification number and duty date/hours. The record must be kept on the premises, retained for a minimum of six months and made available for inspection upon request by a responsible authority

(9) Customers will not be permitted to remove from the premises any alcoholic drinks supplied by the premises in open containers or glass vessels supplied by the premises.

(10) The licence holder will operate a Challenge 21 policy with the only acceptable proof of age identification consisting of a current passport, photo card driving licence or identification carrying a PASS logo. A training record must be kept on the premises, retained for twelve months and produced to an officer from a responsible authority upon request.

(11) All external windows and doors must be kept shut at all times when amplified music is being provided. Doors may be opened for normal entrance and egress to people but must be shut immediately thereafter.

(12) On New Year's Eve opening hours to the public may continue until 4am on the 1st January

(13) The licence holder will adopt, promote and ensure that all front line staff are trained in public safety campaigns such as "Ask Angela" scheme or other similar scheme. A record of the training must be kept on the premises, retained for six months and made available for inspection by responsible authorities.