

## CONDITIONS

### CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

A digital CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose.

The CCTV system shall be capable of producing immediate copies on site. Copies of recordings will either be recorded digitally on to CD/DVD or other equivalent medium.

Any recording will be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.

The precise positions of the camera may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.

The system will display, on any recording, the correct time and date of the recording.

The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.

An incident book/register shall be maintained to record:

- all incidents of crime and disorder occurring at the premises
- details of occasions when Police are called to the premises

This book/register shall be available for inspection by a police officer or other authorised officer on request.

There will at all times be adequate levels of staff maintained at the premises. Such staff levels will be disclosed, on request, to the licensing authority and police.

Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

Signage informing customers of the age verification policy adopted at the premises will be prominently displayed.

All staff engaged or to be engaged in the sale of alcohol on the premises shall receive training in age restricted sales.

Induction training must be completed and documented prior to the sale of alcohol by the staff member. Refresher/reinforcement training must be completed and documented at intervals of no more than 6 months. Training records will be available for inspection by a police officer or other authorised officer on request.

All cashiers shall be trained to record refusals of sales of alcohol in a refusals book/register. The book/register will contain

- details of the time and date the refusal was made;
- the identity of the staff member refusing the sale;
- details of the alcohol the person attempted to purchase.

This book/register shall be available for inspection by a police officer or other authorised officer on request.

All sales tills shall prompt the cashier making a sale of alcohol to verify that the customer is aged 18 or over.

### CONDITIONS CONSISTENT WITH THE LICENSING ENFORCEMENT REPRESENTATION/AGREEMENT

The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.

CCTV cameras must cover all areas that the public have access to, including the entrance, exit and pavement area immediately outside the premises.

CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days.

The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately if requested by the police or the Licensing Authority.

An incident and refusals log will be kept on the premises and retained for a period of 12 months from the date of the incident. The log will be made immediately available for inspection on request of an officer from a responsible authority.

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

There will be regular safety checks of areas such as toilets and entrances/exits.

Bins and bottles must be emptied between 07:00hrs and 22:00hrs.