

Appendix O

Proposed Licensing Conditions agreed by applicant

The Prevention of Crime and Disorder

All staff engaged in licensable activity at the premises will receive training and information in relation to the following.

- i. The *Challenge 21* scheme in operation at the premises, including the forms of identification that are acceptable.
- ii. The hours and activities permitted by *the premise's licence* issued under the Licensing Act 2003 and conditions attached to the *licence*.
- iii. How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
- iv. Recognising the signs of drunkenness.
- v. The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
- vi. Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than *12 Month* intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

Training records will be retained for at least 2 years.

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details.

- i. Any incidents of disorder or of a violent or anti-social nature.
- ii. All crimes reported to the venue, or by the venue to the police.
- iii. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time, date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

Crime prevention notices will be displayed warning customers of the possibility of crime, e.g. do not leave your bag unattended, etc.

A Customer Code of Conduct poster will be conspicuously displayed warning customers that if they act in an inappropriate manner, they could be barred from all licensed premises in the local area.

A personal licence holder will be at the premises at all times when alcohol is being sold.

The premises provides food at all times when the premises are open.

If the premises has an under 18 night event, no alcohol is available to any customer.

The premises shall install operate and maintain a comprehensive CCTV system to the satisfaction of the Police and Local Authority.

All equipment must have a constant and accurate time and date generation.

All recordings will be stored for a minimum period of 31 days with date and time stamping.

The premises would look to join the local Pubwatch scheme.

Alcohol will be sold in multi-use plastic glasses only.

All bottles sold will be made of plastic. Mainly water bottles.

Customers carrying open or sealed bottles or glasses will not be admitted to the premises at any time.

All plastic bottles or multi-use vessels will be cleared from the public area as soon as the contents have been drunk or are empty.

Public Safety

We will conduct a suitable Fire Risk Assessment and Risk Assessment at the premises and implement the necessary control measures.

Adequate and appropriate First Aid equipment and materials will be available on the premises.

At least one suitable First Aider will be on duty when the public are present. Should there be more than one First Aider present, then clearly defined roles will be defined for each. The First Aiders will be suitably trained to deal with drug and alcohol related problems.

Adequate arrangements will exist to enable the safe movement within the premises of disabled people and their safe evacuation in the event of an emergency.

In the absence of adequate daylight, suitable and sufficient artificial lighting will be provided and maintained in any area accessible to the public.

The premises has a current electrical certificate from an approved contractor NICEIC. This is maintained and inspected every three years and a new report obtained each time.

The premises has a current Gas Safe Certificate for the LPG installation and use of LPG equipment. This certificate only lasts a year and so an annual inspection is required and a new report and certificate issued annually.

The premises has a current and suitable Public Liability Insurance Policy for the sum of £10 million. A certificate will be obtained each year and displayed at the premises.

The premises has current certificates of inspection for all portable firefighting equipment. An inspection is carried out annually and new certificates obtained.

All health and safety signs warning customers about the risks to their health and safety, comply with BS5378 1980: Safety Signs and Colours.

Free drinking tap water will be available at all times when the premises is open to the public.

A local taxi service number is available on the premises.

We operate a No Smoking at The Bar policy and generally discourage any smoking on the premises.

Bench and permanent seating are available for customers at the Premises.

Personal safety messages will be displayed. Zero alcohol drinks available and campaign posters on show.

The Prevention of Public Nuisance

A noise management plan has been devised and is in operation at the premises.

Noise from the premises will be maintained at a level that will not be audible at the façade of any neighbouring noise-sensitive premises after 10 pm.

Clear and legible notices shall be prominently displayed at requesting patrons to respect the needs of residents and to leave the vicinity as quickly and quietly as possible.

The playing of live or recorded music outside, will not be permitted.

Refuse bins are to be cleaned with disinfectant weekly.

All external lighting to be directed away from adjacent neighbours.

All bins to be emptied at least daily, but usually as they are full. The premises has a contract with Coastal Recycling, who empty the bins twice a week in the summer. Staff carry out litter picking daily to the whole premises.

The Protection of Children from Harm

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a *Challenge 21* proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 21 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:

- A photo driving licence
- A passport
- An identification card carrying the PASS hologram
- MOD Form 90 (ID Card).

Unless such identification is produced the sale of alcohol must be refused.

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

- i. the date and time of refusal
- ii. the reason for refusal
- iii. details of the person refusing the sale
- iv. description of the customer
- v. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

The premises operates a facility that sells non-alcoholic drinks and snacks from another outlet, away from the bar area.

The premises would have a sufficient number of staff to secure the protection of children from harm.

All staff to be trained in supervision of children in a licensed premises. This would include protection of children from special hazards, e.g. environmental pollution and falling from height, to name a few.