<u>Police agreed conditions that would be included on the premises licence if granted.</u>

- 1. A comprehensive surveillance system must be installed and maintained in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions and particularly regarding facial recognition. Cameras must capture entrance/exit to the premises, fire exits, outside areas. and all areas where the sale/ supply of alcohol occurs. The system must be maintained in full working order and must record at all times when the premises is open for licensable activities. The correct time and date must be generated on all recordings which must be retained for a minimum period of 31 days. A Data Controller who is conversant with the operation of the system and competent at downloading CCTV footage in a recordable format must be appointed and able to provide Police recent data or footage on request. The CCTV equipment must be kept in a secure environment under the control of the Data Controller. An operational daily weekly report must be maintained endorsed by signature, indicating the system has been checked and is compliant. If the system is inoperative or faulty for any reason, steps must be taken to repair or replace the equipment within 24 hours. Management, storage, giving and sharing of data recordings must comply with the general data protection regulations at all times and ICO guidelines.
- 2. The premises must operate a "Challenge 25 policy", whereby anyone wishing to purchase alcohol that appears to be under the age of 25 years, must be asked to provide photographic identification eg. Passport, driving licence, PASS card. Challenge 25 posters must be displayed.
- 3. All staff involved in the sale of alcohol must receive and complete accredited training via the online toolkit "NO PROOF OF AGE NO SALE" (NPOANS) run and maintained by Trading Standards South West (TSSW), as long as such a scheme exits. Documentary evidence of all training for each employee must be kept and produced to the police, Trading Standards and licensing authority on request. This training must be updated at least 6 monthly. The Designated Premises Supervisor must check that all training is up to date on a regular basis.
- 4. All employees involved in the sale of alcohol, must also receive training on commencement of employment, regarding refusals to persons who are intoxicated, fake ID and how to handle unruly customers. This training must be documented and signed for byemployees to acknowledge that they have received this training. All employees must receive refresher training every six months. Records must be made available for inspection by the Police & Licensing Authority.
- 5. A BOUND incident & refusals register must be kept and used on the premises, and must record all instances where the sale of alcohol and proxy sales to a patron is refused and all incidents occurring on the premises.

## **Appendix C**

Records must be kept for a minimum of 12 months and must be made available to the Local Authority, Police and Trading Standards Officers upon request. Records must be audited on a monthly basis by the Designated Premises Supervisor.

- 6. No more than 25% of the sales area may be used at any one time for the sale, exposure for sale, or display of alcohol.
- 7. The premises licence holder must ensure that any customers attempting to purchase alcohol for consumption within the Town Centre of Bridgwater will be refused service and their details entered in the refusal register.
- 8. There must be a written authority detailing all staff involved in the sale of alcohol which must be produced to responsible authorities on request.
- 9. There must be no sales of single cans of beer, cider, lager or spirit mixtures at any time.
- 10. No super-strength beer, lagers, ciders or spirit mixtures of 6.5% ABV (alcohol by volume) or above will be sold from the premises.
- 11. All items over 0.5% ABV offered for sale must be price-labelled in such a manner as to indicate clearly that the premises is the vendor.
- 12. Cider with an ABV of 7.5% and above must not be sold at the premises in plastic bottles of 2 litre capacity or more
- 13. Spirits must be located behind the counter.
- 14. No miniature bottles of spirits of 5cl or less shall be sold from the premises.
- 15. No person may be permitted to leave the premises with open containers of alcohol.
- 16. No alcohol or tobacco will be purchased from sellers attending the premises other than from authorised representatives who must have made a prior appointment to visit the store. The Premises Licence Holder must inform the Police or Trading Standards of any such approaches and the details must recorded in the refusals register.
- 17. All alcohol or tobacco sold from the premises must have the relevant UK duty paid trademarks.
- 18. Invoices &/or copies of invoices for all alcohol and tobacco products sold from the premises must be kept on the premises for 12 months and produced to responsible authorities on request.

## Appendix C

- 19. Notices must be displayed on the premises asking customers to respect the needs of local residents and leave the area quietly.
- 20. Measures must be in place to prevent people congregating outside of the premises.
- 21. Facilities for depositing litter and the collection of litter generated by customers purchasing food and drink must be available and maintained.
- 22. There must be 2 employees on Friday & Saturday evenings present on the premises at all times after 18.00 hrs. If only 1 employee is working at the premises after 18.00 hrs on any other day, the Designated Premises Supervisor or Manager must be contactable at all times to assist or provide extra staff if necessary.
- 23. If carrier bags are provided for customers, these must be printed with the shop's identity.
- 24. Full co-operation must be given to any local Police initiatives which may include the banning of certain individuals, known street drinkers and groups of youths causing issues in the area.