

Appendix 6 Conditions agreed between the Police and the applicant

Schedule of Proposed Conditions – Virginia Ash V1 16/10/2024

Relevant to Variation

1) Any event operating under the premises licence shall require an Event Management Plan to be drawn up and retained at the premises. Any plan shall include reference to the Event Safety Guide or similar guidance documentation. The Event Management Plan shall be written/ produced at least 14 days prior to the event taking place and shall be produced if requested by the relevant authorities.

1b) SIA shall be provided at all events operating under the premises licence at a ratio of 1:100.

2) The premises licence holder/designated premises supervisor shall ensure that measures are in place so that all staff involved in the sale of alcohol are fully trained to ensure that no person who is knowingly drunk or disorderly or appears to be under the age of 18 is served with intoxicating liquor. The training shall also include the requirement for persons who appear to be under 25 to be asked for photographic evidence of age by way of passport, drivers' licence, PASS card or a Government approved scheme and shall include offences that can be committed under this Act. The training records shall be retained and made available to the Licensing Authority or Constabulary Officers upon request.

Training records will be retained at the premises or at the offices of the licence holder for a minimum period of 12 months.

3) A bound/digital incident book will be kept at the premises in which will be recorded all incidents of crime and disorder. This book will be reviewed and signed by senior management on a weekly basis. This book shall be made available to the police of the Licensing Authority upon request.

4) A "Challenge 25" or similar policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 25. The only acceptable forms of identification shall be photographic driving licences, passports, HM forces cards, a form of identification with the "PASS" hologram or any other form identified by the Home Office.

5) The premises licence holder/designate premises supervisor shall ensure that a refusals register is available at the premises and measures are in place so that it is completed with details of all alcohol sales which are refused for any reason. The refusals register shall be made available to Responsible Authorities upon request.

6) The premises shall install and maintain a comprehensive digital colour CCTV system which covers all public areas of the licensed premises, including all public entry and exit points. The CCTV cameras shall continually record whilst the premises are open to the public and recording shall be kept available and unedited for a minimum of 31 days with the correct date and time stamping. A staff member who is conversant with the CCTV system must be able to produce / download / burn CCTV images upon request by a police officer and no later than 24 hrs after the request is made.

7) The premises licence holder/designated premises supervisor shall develop an anti-drugs Policy (in line with the Misuse of Drugs Act 1971 and The Misuse of Drugs Regulations 2001).

This Policy to be reviewed 12 monthly by the Premises Licence Holder (PLH). Confiscated drugs or weapons will be held in the premises safe and the Police will be notified without unreasonable delay.

8) All glassware shall be either toughed or polycarbonate.