

## Annex 6

### CONDITIONS PROPOSED BY THE LICENSING AUTHORITY:

1. Neither the front or rear outside areas shall be used after 22:00 except by those who have been outside to smoke in the designated smoking area.
2. A small designated smoking area shall be cordoned off at the front of the premises for the purpose of smoking from 22:00 until closing with no more than 5 people being permitted to use the smoking area at any one time.
3. All doors and windows shall be kept closed (but not locked) during regulated entertainment except for access to and egress from the premises.
4. The management shall make subjective assessments of noise levels outside at the perimeter of the premises approximately hourly, whilst regulated entertainment is provided to ensure that noise from the premises does not cause a disturbance to local residents/businesses. Records shall be kept of the times, dates and any issues discovered. These records shall be kept for six months. Records must be made available to an authorised officer of the Council or police, upon request. Where monitoring by staff identifies that noise from the premises is audible at the perimeter, measures shall be taken to reduce this i.e. turning volume down.
5. Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers not remove glasses or bottles from the terrace at any time or drink in the street. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.
6. Staff will actively check outside of the restaurant both by CCTV and physical patrols to monitor customer conduct to ensure that open containers of alcohol, glasses and bottle are not removed from the premises or terraces at any time. After 22:00 a member of staff shall be tasked to monitor the outside side terrace until the last customers have left the premises.
7. Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers respect the needs of local residents and leave the premises area quietly. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.
8. The premises licence holder shall ensure that the pavement from the building line to the kerb edge immediately outside the premises, including the gutter/channel at its junction with the kerb edge, is kept clean and free from litter at all material times to the satisfaction of the Licensing Authority.
9. All refuse and bottles shall be disposed of in bins quietly so as not to disturb neighbours or local residents. There shall be no disposal of glass bottles outside between 20:00 hours and 07:00 hours.
10. Deliveries shall not be made to the premises between the hours of 20:00 and 07:00.
11. All staff involved in the sale of alcohol shall receive induction and refresher training (at least every six months) relating to the sale of alcohol and the times and conditions of the premises licence.

12. All training relating to the sale of alcohol and the times and conditions of the premises licence shall be documented and records kept at the premises. These records shall be made available to the Police and/or Local Authority upon request and shall be kept for at least one year.
13. A 'Think 25' proof of age scheme shall be operated and relevant material shall be displayed at the premises. This scheme shall also be used when delivering alcohol.
14. A manual till prompt shall be placed on or by each till to remind staff to operate 'Think 25'.
15. A record of refused sales shall be kept on the premises and completed when necessary. This record shall contain the date and time of the refusal, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused. This record shall be made available to Police and/or the Local Authority upon request and shall be kept for at least one year from the date of the last entry.
16. The Designated Premises Supervisor shall regularly check the refusals system to ensure it is being consistently used by all staff.
17. The delivery of alcohol shall only be made to a domestic dwelling or a place of business not a public place such as a street or open space.
18. Off sales of alcohol shall only be made by way of delivery and only to those who have placed a £10 minimum food order.
19. On sales of alcohol shall only be supplied to persons taking table meals for consumption by such persons as ancillary to the meal.

## **CONDITIONS PROPOSED BY THE METROPOLITAN POLICE:**

20. A digital CCTV system must be installed in the premises complying with the following criteria:
  - (a) Cameras must be sited to observe the entrance and exit doors and floor areas.
  - (b) Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
  - (c) Cameras overlooking floor areas should be wide angled to give an overview of the premises.
  - (d) Provide a linked record of the date, time, and place of any image.
  - (e) Provide good quality images.
  - (f) Operate under existing light levels within and outside the premises.
  - (g) Have the recording device located in a secure area or locked cabinet.
  - (h) Have a monitor to review images and recorded picture quality.
  - (i) Be regularly maintained to ensure continuous quality of image capture and retention.
  - (j) Have signage displayed in the customer area to advise that CCTV is in operation.
  - (k) Digital images must be kept for 31 days.
  - (l) Police or authorised local authority employees will have access to images at any reasonable time.
  - (m) The equipment must have a suitable export method, e.g. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy. If this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Immediate copies must be made available to Police or authorised local authority employees on request.

- (n) A member of staff trained and capable of downloading images shall be on duty at all times the premises are open to the public.
  - (o) Staff shall ensure that the CCTV system is operational on a daily basis, including that the date and time are correctly set and on a minimum of a weekly basis ensure that the system is correctly recording for the said days. Details of the checks will be recorded in the incident book.
  - (p) An incident log shall be kept at the premises, and made available on request to an authorised officer of the Council or the Police, which will record the following:
    - (i) all crimes reported to the venue
    - (ii) all ejections of patrons
    - (iii) any complaints received
    - (iv) any incidents of disorder
    - (v) all checks and any faults with the CCTV
    - (vi) any visit by a relevant authority or emergency service
    - (vii) any refusals for the sale of alcohol
21. Signs shall be prominently displayed on the exit doors advising customers that the premises is in a Public Space Protection Order Area (or similar) and that alcohol should not be taken off the premises and consumed in the street. These notices shall be positioned at eye level and in a location where they can be read by those leaving the premises.