

# Annex 8

## Proposed Conditions - Amended

**The following conditions are AGREED between the Licensing Authority & Premises Licence Holder:**

Annex 2 - Conditions consistent with the Operating Schedule

1. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.
  
2. 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 both inside and outside, the alcohol displays 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 viewing till areas must capture frames not less than 50% of screen.
  - (d) Cameras overlooking floor areas should be wide angled to give an overview of the premises.
  - (e) Cameras must capture a minimum of 16 frames per second.
  - (f) Be capable of visually confirming the nature of the crime committed.
  - (g) Provide a linked record of the date, time and place of any image.
  - (h) Provide good quality images – colour during opening times.
  - (i) Operate under existing light levels within and outside the premises.
  - (j) Have the recording device located in a secure area or locked cabinet.
  - (k) Have a monitor to review images and recorded picture quality.
  - (l) Be regularly maintained to ensure continuous quality of image capture and retention.
  - (m) Have signage displayed in the customer area to advise that CCTV is in operation.
  - (n) Digital images must be kept for 31 days.
  - (o) Police will have access to images at any reasonable time.
  - (p) 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 nonstandard (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. Copies must be made available to Police on request.
  
3. A member of staff trained in operating CCTV shall be at the venue during times open to the public.
  
4. 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:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) any faults in the CCTV system
- (f) any visit by a relevant authority or emergency service.

5. A written record of refused sales shall be kept on the premises and completed when necessary. 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.

6. All staff shall receive induction and refresher training (at least every **three** months) relating to the times and conditions of the premises licence.

7. All training relating to the sale of alcohol and the times and conditions of the premises licence shall be logged and records kept. These records shall be made available to the Police and/or Local Authority upon request and shall be kept for at least one year.

8. A 'Think 25' proof of age scheme shall be operated, and relevant material shall be displayed at the premises.

9. 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 and area quietly.

10. All external doors and windows shall be kept closed when recorded and or live music takes place, except in case of an emergency and for access/egress.

11. Staff shall monitor customers in the external area of the premises on a regular basis and ensure customers do not cause a public nuisance.

12. When recorded and or live music, is taking place, noise checks at the perimeter of the premises shall be conducted every hour to ensure that noise from the premises does not cause a disturbance to local residents. 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.

13. Section 177A of the Licensing Act 2003 does not apply to this premises licence.

14. A telephone line must be made available that will be answered by staff throughout the hours of operation and at least half an hour after closing. The telephone number for this must be provided to local residents upon request. Staff must be trained on this condition and the importance of answering calls.

15. At least six prominent, clear and legible notices shall be displayed throughout the premises, including all toilets warning customers that drug use will not be tolerated.

16. Staff shall walk around the outside of the premises and ensure that all bottles/glasses and other premises related litter is collected prior to closing every day.

17. The premises shall have a written dispersal policy. All staff shall be fully trained in the policy. The training shall be logged and records kept. These records shall be made available to the Police and/or Local Authority upon request and shall be kept for at least one year.

18. A log must be kept indicating the date and times door supervisors sign in and out for duty and must include clearly printed details of each door supervisor's name, SIA licence number, employer, and the duty they are employed to carry out on any particular night. This log must be kept for at least six months and must be made available to Police or Local Authority employees on request.

19. 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 23:00 hours and 07:00 hours.

20. The carpark shall be locked no later than 30 minutes after closing time to prevent members of the public remaining/parking in the car park after the premises has closed.

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.

### **Annex 3 - Conditions attached after a hearing by the Licensing Authority**

**The following conditions are NOT agreed between the Licensing Authority and the Premises Licence Holder (but are supported by the Police):**

**Key:**

**A – Original Condition (where applicable)**

**B- Condition proposed by Responsible Authority (where applicable)**

**C – Condition proposed by Premises Licence Holder (where applicable)**

**D – Any conditions arisen from further mediation, proposed by Responsible Authority**

***General comments***

22A. No customer shall be allowed to use any external area of the premises after 23:00 hours, except for customers permitted to temporarily leave the premises to smoke in the designated smoking area and no drinks shall be permitted to be taken into this external area after this time.

22B. No customer shall be allowed to use any external area of the premises after 22:00 hours, except for customers permitted to temporarily leave the premises to smoke in the designated smoking area and no drinks shall be permitted to be taken into this external area after this time.

22C. The service of drinks to customers in the external area shall cease at 22:30 and no customer shall be allowed to use any external area of the premises after 23:00 hours, except for customers permitted to temporarily leave the premises to smoke in the designated smoking area and no drinks shall be permitted to be taken into this external area after this time.

*This condition was changed as part of the last variation. The Licensing Authority proposed amendment would change it back.*

23A. There shall be no more than 10 persons using the designated smoking area after 23:00. Notices shall be displayed in the area specifying the terms of its use and asking patrons to respect the needs of local residents and to use the area quietly.

23B. There shall be no more than 10 persons using the designated smoking area after 22:00. Notices shall be displayed in the area specifying the terms of its use and asking patrons to respect the needs of local residents and to use the area quietly. The designated smoking area shall be marked on the licence plan.

*This condition was changed as part of the last variation. The Licensing Authority proposed amendment would change it back.*

24. **NOW AGREED:** Children under the age of 18 must be accompanied by an adult at all times whilst on the premises and must be off the premises by 21:00, unless partaking in a table meal when they must be off the premises by 22:00 or if attending a private function when they will be permitted to remain on the premises until close'

25B. The noise limiter shall be recalibrated annually to ensure that the music volume does not exceed the level at which a noise nuisance to neighbours will occur. A copy of the calibration certificate shall be kept on the premises and made available to the Police or Council Officer on request.

26. **NOW AGREED:** From 20:00 hours on Friday and Saturday at least one personal licence holder shall be on duty and until all customers have left the premises.

27B. A minimum of two door supervisors shall be employed on the premises on Friday and Saturdays from 20:00 until the premises has closed and also on any occasion that the function room is used for licensable activities. At least one door supervisor shall remain directly outside the premises for 30 minutes after the premises has closed or until all customers have dispersed. The duties of these staff will include the supervision of persons entering and leaving the premises to ensure that this is achieved without causing a nuisance. All door supervisors (or marshals) shall be easily identifiable by wearing high visibility jackets or armbands.

27C. The premises will risk assess the need for door supervisors. When on duty at least one door supervisor shall remain directly outside the premises for 30 minutes after the premises has closed or until all customers have dispersed. The duties of these staff will include the supervision of persons entering and leaving the premises to ensure that this is achieved without causing a nuisance. All door supervisors shall be easily identifiable by wearing high visibility jackets or armbands.

*In relation to C.27: The licence holder has offered an alternative suggesting the need for door supervisors be risk assessed. The Licensing Authority still thinks it is appropriate for door staff to be employed on Friday and Saturday nights. If the committee decides to go with the wording suggested by the licence holder in relation to condition 27, the Licensing Authority would suggest an amendment to their wording to add that 'at a minimum door staff shall be employed during large football tournaments when England are playing such as the Euros and World Cup, during functions and all specifically advertised events' as these events may attract different clientele, so:*

27D: The premises will risk assess the need for door supervisors. When on duty at least one door supervisor shall remain directly outside the premises for 30 minutes after the premises has closed or until all customers have dispersed. The duties of these staff will include the supervision of persons entering and leaving the premises to ensure that this is achieved without causing a nuisance. All door supervisors shall be easily identifiable by wearing high visibility jackets or armbands. At a minimum door staff shall be employed during large football tournaments when England are playing such as the Euros and World Cup, during functions and all specifically advertised events

28B. Any door supervisor employed must be from an SIA approved contractor scheme.

29B. There shall be no entry or re-entry of patrons to the premises after 22:00 hours on Friday and Saturdays with the exception of those people who have gone outside to smoke.

30D: The premises will have an over 21s entrance policy on Friday and Saturdays from 21:00 with all under 21s leaving before this time unless partaking in a table meal when they must be off the premises by 22:00 or if attending a private function in the upstairs function room when they will be permitted to remain on the premises until close.

31A. A noise limiting device shall be installed to any amplification equipment in use on the premises and shall be maintained in effective working order. The noise limiter should be set so that noise does not emanate from the premises so as to cause a nuisance to nearby properties.

*This condition should have been included previously but accidentally omitted from the report.*