

Heron, High Street Ormesby, Proposed Conditions

Appendix 2

The premises will amend its operating schedule to reduce the times in which it has applied for licensable activity to take place, namely the supply of alcohol to 8am - 9pm on Mondays to Saturdays. On Sundays the supply of alcohol shall be from 8am – 8pm (no change from the application).

CCTV:

A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped.

- The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed.
- CCTV will be capable of providing pictures of evidential quality in all lighting conditions, particularly facial recognition.
- Cameras will encompass all ingress and egress to the premises, outside areas, and all areas where the sale/supply of alcohol occurs.
- The system will record and retain CCTV footage for a minimum of 31 days.
- The system will record for 24 hours a day.
- The system will incorporate a means of transferring images from the hard drive to a format that can be played back on any desktop computer.
- The Digital recorder will be password protected to prevent unauthorised access, tampering, or deletion of images.
- There will be at all times, when the premises is open, a member of staff on duty with access to the CCTV system who is trained in the use of the equipment.
- Upon receipt of a request for a copy of CCTV footage from Police, Licensing Officers or any other Responsible Authority, the member of staff will produce the footage within 24 hours or less if urgently required for investigations of serious crime.
- CCTV footage must be made available to be viewed by the Police, Licensing Officers or other Responsible Authorities on request during an inspection of or visit to the Premises.

Incident Book

An incident book must be kept at the Premises and always maintained up to date (no later than 24 hours after the incident) and will record the following:

- Time date and details of all incidents/complaints of crime and disorder or anti-social behaviour
- All crimes reported to the venue
- All ejections of patrons

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- All seizures of drugs or offensive weapons
- Any faults in the CCTV system, searching equipment or scanning equipment
- Any visit by a relevant authority or emergency service

The incident book must be made available to Police, Licensing Officers, and all other Responsible Authorities on request or during an inspection.

Refusals Register

A refusals register must be kept at the Premises to record any refusal of entry and/or sale of alcohol. Details recorded will include the date time, reasons for refusal and the name and signature of member of staff refusing the sale.

The Premises Licence Holder/Designated Premises Supervisor must monitor the refusals register monthly and must sign and date the register to confirm when this has been completed.

The refusals record must be made available to the Police, Licensing Officers, and all other Responsible Authorities on request or during an inspection.

Challenge 25

A Challenge 25 Policy will be in place at the premises

There will be a minimum of four notices/posters displayed in prominent positions inside the premises informing customers that a Challenge 25 policy is in operation and all customers who appear under the age of 25 will be challenged for ID.

Staff must require ID in the form of a current ten-year passport, photo card driving licence or PASS logo identity card from any customer who appears to be under the age of 25 and verify the customer is over the age of 18 before any sale of alcohol is made.

Staff Training

All relevant staff shall be trained in relation to their responsibilities under the Licensing Act 2003 including but not limited to the companies Age Verification Policy, Under Age Sales, Proxy Sales and Sales to Intoxicated Persons. In addition, relevant staff shall also be trained on specific Premises Licence conditions attached to this Premises Licence. Such training will be provided upon company induction and at regular intervals of no longer than six months.

Documented training records must be completed in respect of every member of staff and must include the name of the member of staff trained, date, time and content of the training. Documented training records must be kept at the Premises and made available to the police, trading standards or licensing officers on request and / or during an inspection.

Types / Strengths / Display of Alcohol

No Perry alcohol products will be sold at any time.

No beer, larger or cider of 6.5 ABV (alcohol by volume) or above shall be displayed or sold at any time at the premises.

The premise will not sell or supply any single cans of beer, lager or cider.

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The Premises Licence Holder/ Designated Premises Supervisor will participate in any 'Responsible Retailing' scheme and any relevant training / campaigns which the Police or Local Authority provide or recommend.

The Premises Licence Holder/Designated Premises Supervisor will participate in any local Off Licence forums held by the Local Authority.