

To address these concerns, Staffordshire Police request the below conditions to be incorporated into the Premise Licence please.

These conditions are to replace all your proposed conditions within section M (b) and (e) of the application.

This does not apply to any other conditions requested by any other responsible authority in relation to this application.

If the below conditions are agreed, Staffordshire Police will withdraw representations to the application.

To incorporate conditions in section M (b) The prevention of crime and disorder:

1. CCTV must be installed and cover all internal areas, including all public entry and exit points. The CCTV unit must be positioned in a secure part of the licensed premises and not within any private area of the location. Access to the system must be allowed immediately to the Police, or an authorised officer of the Licensing Authority in accordance with the Data Protection Act where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
2. All images must be kept for a consecutive 31 day period and to be produced to the Police, or an authorised officer of the Licensing Authority in relation to the investigation of crime and/or disorder issues and suspected licence breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
3. The CCTV system must be maintained so as to be fully operational and recording continually whilst the premises are open for licensable activities and during all times when customers remain on the premises.
4. The CCTV system clock must be set correctly and maintained (taking account of GMT and BST).
5. There must be notices displayed throughout the premises stating that CCTV is in operation.
6. There must be a member of staff available at all times who is trained and capable of operating the CCTV system and also downloading any footage required by the Police, or an authorised officer of the Licensing Authority.
7. Weekly checks must be made of the operation of the CCTV system to confirm that it is working correctly and such checks must be recorded in a register which is to be signed by the person conducting the check. This record must be kept fully updated at all times and remain on the premises for inspection by the Police, or an authorised officer of the Licensing Authority.

8. An incident log must be kept at the premises and made available on request to the Police or an authorised officer of the Licensing Authority. It must be completed within 24 hours of the incident and must record the following:

- a) All crimes reported to the premises
- b) All ejections of patrons
- c) Any complaints received concerning crime and disorder
- d) Any incidents of disorder
- e) All seizures of drugs or offensive weapons

9. Staff training must incorporate:

- a) Responsible Alcohol Service, including recognising signs of drunkenness, refusal skills, drugs awareness
- b) Managing and resolving conflict
- c) Premises Licence conditions
- d) Relevant obligations and offences under the Licensing Act 2003, including those associated with the sale of alcohol
- e) Safeguarding awareness in child protection matters (protecting children from harm)

10. Notices must be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

To incorporate conditions in section 18 (e) The protection of children from harm:

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 years of age and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.
2. The only acceptable forms of identification allowed are a valid passport, a valid photo ID driving licence or a valid proof of age scheme card with the PASS approved hologram.
3. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.
4. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record either written or electronic must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 24 months.
5. Both initial and subsequent refresher training in relation to the sale/supply of alcohol must contain a written or electronic test to be undertaken by the staff member and this record must be signed and dated by both the member of staff and the Designated Premises Supervisor.

6. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This register must be made available for inspection upon request by a Responsible Authority. This register can be written or electronic.

Please could you advise, by return email, if you are in agreement to the above conditions being incorporated into the Premises Licence

If you have any queries please do not hesitate to contact me.

Kind regards, Richard.

Sent on behalf of SGT 4613 Jim Finn.

25144 Richard Jarman

Licensing Officer



**STAFFORDSHIRE
POLICE**

SEE ME.

HEAR ME.

PROTECT ME.

THINK VULNERABILITY.