

Proposed Conditions offered via The Operating Schedule.

Ensure all measures of the 4 licensing objectives are implemented at the venue. Ensure that the agreed information within the premises licence is adhered too at all times.

All events held at the centre will be subject to an agreed hire form post event. Training will be delivered to all staff to ensure all members of staff are aware of the venues obligations.

The prevention of crime and disorder

Trained security provided for events determined as required.
Events to be agreed and documented with any third party hirer through the pre events forms.
Staff trained to report any criminal offences or anti-social behaviour to the relevant authority.
Ensuring that events adhere to the licensable activities.
Liaison with community police officers for larger or higher risk events.

a) Public safety

Max occupancy levels set for all events depending on location.
Events to be agreed and documented with any third party hirer through the pre events forms.
Access to site controlled from main reception area.
H&S / Fire procedures in place and staff trained.
Each event will have relevant First Aid trained staff on site during hours of operation and events.

b) The prevention of public nuisance

Venue located in generally commercial area.
Maximum music levels identified.
Staff provided to litter pick post event to ensure litter is kept to a minimum.
No smoking on site.
Majority of events will be held within normal operating hours.
Signage in place during events to remind visitors to leave quietly and respect neighbours.
Car parking provided to attendees meaning minimal effect on residents for parking.

c) The protection of children from harm

No adult entertainment will be conducted on site such as gambling is permitted.
Challenge 21 scheme in place and refusal book in place.
Security in place where required.
Access control into centre in place.

Proposed conditions from Met Police – Agreed with applicant:

Police suggest that licensable activities to finish 30 minutes earlier to allow patrons time to wind down. Police therefore suggest the following times:

Regulated Entertainment: Live Music

Friday	19:00 to 21:30 hours
Saturday	17:00 to 20:30 hours
Sunday	16:00 to 19:30 hours

Recorded Music

Monday to Friday	09:00 to 21:30 hours
Saturday	09:00 to 20:30 hours
Sunday	09:00 to 19:30 hours

Late Night Refreshment

Friday	11:00 to 21:30 hours
Saturday	11:00 to 20:30 hours

Sale of Alcohol

Monday to Friday	11:00 to 21:30 hours
Saturday	11:00 to 20:30 hours
Sunday	11:00 to 19:30 hours

Supply of alcohol **ON** the premises.

Hours open to Public

Monday to Friday	07:30 to 22:00 hours
Saturday	09:00 to 21:00 hours
Sunday	09:00 to 20:00 hours

The applicant has stated how the licensing objectives will be upheld. Police suggest the following conditions in addition to be added to the operating schedule along with those suggested by the applicant:

THE PREVENTION OF CRIME AND DISORDER

CCTV shall be installed, operated, and maintained, to function all times that the premises is open for licensable activities. Said CCTV will comply with the following criteria:

(a) The premises will ensure that the system is checked on a regular basis to ensure that the system is working properly and that the date and time are correct.

- (b) There will be a camera on the entrance to the premises, to capture a clear image of anyone entering.
- (c) The system will provide coverage of the interior of the premises accessible to the public:
- (d) The system will record in real time and recordings will be date and time stamped:
- (e) At all times during operating hours, there will be at least 1 member of staff on the premises who can operate the system sufficiently to allow Police or authorised Council officers to view footage on request.
- (f) Recordings will be kept for a minimum of 31 days and downloaded footage will be provided to the police or other authorised officers on request (subject to the Data Protection Act 2018) within 24 hours of any request.
- (g) Signage stating that CCTV is in operation will be clearly and prominently displayed at the premises.

An incident and refusal log [whether kept in written or electronic form] shall be kept at the premises, and made available on request to the police or an authorised officer, which will record:

- (a) Any and all allegations of crime or disorder reported at the venue
- (b) Any and all complaints received by any party
- (c) Any faults in the CCTV system
- (d) Any visit by a relevant authority or emergency service
- (e) Any refused sales of alcohol
- (f) Any and all ejections of patrons

All staff involved in the sale of alcohol shall receive induction and refresher training (every 6 months) relating to the sale of alcohol and the times and conditions of the premises licence.

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.

THE PREVENTION OF PUBLIC NUISANCE

Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers respect the surrounding area and dispose of litter in a responsible manner. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.

A personal licence holder is to be present on the premises and supervise the sale of alcohol, or a trained member of staff nominated in writing by the DPS shall always be on duty throughout the permitted hours for the sale of alcohol and when the premises are open to the public.

No more than five (5) persons shall be permitted to smoke outside the front of the premises at any one time. The area shall be adequately supervised to control the number and behaviour of patrons and to ensure that they do not block the highway or cause a noise nuisance.

Car parking facilities will be provided to attendees. Staff and Door Supervisors shall actively monitor and control patrons queuing, leaving and entering the premises to ensure they leave the area quickly and quietly. All windows and external doors shall be kept closed at any time when regulated entertainment takes place, except for the immediate access and egress of persons. The spectator's area shall not be used after 10pm and shall be cleared of all patrons before that time. No amplified sound shall be permitted in the spectators' area after

9pm. Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.

Staff shall actively discourage patrons from congregating around the outside of the premises. 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. A log must be kept and signed by each door supervisor each night they are employed at the premises indicating that they have been informed of, understand, and will implement the entry and search policy. This log must be made available to Police or Local Authority employees on request. 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.

PUBLIC SAFETY

There shall be no vertical drinking of alcohol at the premises.

All emergency exits shall be kept free from obstruction at all times.

The premises license holder shall ensure that the area immediately outside the premises is kept clean and free from smoking related litter at all material times to the satisfaction of the Licensing Authority.

All staff engaged outside the entrance to the premises, or supervising or controlling queues or parking, shall wear high visibility yellow jackets or vests.

A copy of the premises' dispersal policy shall be made readily available at the premises for inspection upon request by a Police and/or Local Authority.

PROTECTION OF CHILDREN FROM HARM

The premises will operate the 'Challenge 25' proof of age scheme in any area where alcohol can be purchased by a customer.

- (a) All staff will be fully trained in its operation and responsible alcohol sales and a record of this be kept on site and made available to police or an authorised officer.
- (b) Relevant material shall be displayed at the premises.

Only suitable forms of photographic identification, such as passport or UK driving licence, or a holographic marked PASS scheme cards, will be accepted and any other ID approved by the Home Office.

All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale. Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a locked storeroom or behind locked grilles, locked screens or locked cabinet doors so as to prevent access to the alcohol by both customers and staff.

Conditions form Noise & Nuisance RA

- No more than five large event days per calendar year at 2000 capacity.

- 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.
- The licence holder shall provide residents with a contact telephone number that they can call to raise any concerns.