

## Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<ol style="list-style-type: none"> <li>1. All staff shall be suitably trained for their job function. The training shall be written into a programme ongoing and under constant review and shall be made available to a relevant responsible authority when called upon.</li> <li>2. Alcohol purchases shall be made by debit or credit card only.</li> <li>3. The premises licence holder shall ensure that each delivery vehicle retains an incident record book. Each record shall be maintained and kept for a rolling period of 12 months. The incident record book shall record details of all refusals to sell alcohol. These details shall include the address to which alcohol was delivered but the sale refused, the reason(s) for refusal and a description of the individuals involved. Other incidents to be recorded shall include any incidents which may arise further to the promotion of the licensing objectives.</li> <li>4. Alcohol deliveries to be made by Deliveroo shall be collected by delivery staff from the entrance on Deansgate.</li> <li>5. A properly specified and fully operational CCTV recording system shall be installed, operated and maintained at the premises. The system shall incorporate a camera covering each of the entrance doors and shall be capable of providing an image which is regarded as 'identification standard' of all persons entering and/or leaving the premises. The CCTV system shall be in operation at the premises at all times when the premises are used for the provision of licensable activity. All CCTV recordings shall be securely stored for a minimum of thirty-one days. A staff member from the premises who can operate the CCTV system shall be on the premises at all times licensable activity is being provided. This staff member shall be able to show Police recent data or footage with the absolute minimum of delay when requested. Signage indicating that a CCTV recording system is in operation shall be displayed prominently in the premises.</li> <li>6. All drinks promotions shall be risk-assessed to ensure the promotion is not irresponsible. Each risk-assessment shall consider the nature of the promotion including the size and duration of any discount and the type of customer potentially attracted by the promotion.</li> <li>7. Regular checks and maintenance shall be carried out on all delivery vehicles to ensure each vehicle is at all times roadworthy.</li> <li>8. All delivery drivers using motorised vehicles shall possess a valid driving licence and hold suitable vehicle insurance.</li> <li>9. No alcohol sales shall be made to customers at the premises in</li> </ol>	N/A	Applicant

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<p>person.</p> <p>10. Upon arrival at a customer's residence or venue delivery drivers shall not toot the vehicle's hooter to attract the customer's attention. The vehicle's engine shall be turned off while the alcohol delivery occurs and the driver shall leave the area with the minimum of vehicular noise, i.e. doors closed quietly, engine not 'revved' excessively.</p> <p>11. A Challenge 25 proof of age scheme shall be operated where the only acceptable forms of identification are recognised photographic identification cards such as a driving licence, a passport, a military identification card or a Proof of Age card carrying a 'PASS' logo. Before alcohol is provided to a customer who appears to be 25 or younger appropriate identification will be required. No ID - no sale.</p> <p>12. All occasions when persons have been refused service shall be recorded in the appropriate delivery agent's incident record book.</p> <p>13. Customers placing orders shall be asked to verify their age upon delivery of the alcohol if the customer is not paying by credit card. The only forms of acceptable identification are those indicated above.</p> <p>14. All orders shall be made via the Boozy.co.uk website or via the Deliveroo app.</p> <p>15. Any orders made via Deliveroo shall be collected by a Deliveroo agent and delivered directly to the customer.</p> <p>16. The premises licence holder shall utilise the Shipday app or similar to track all deliveries. Any app used for this purpose shall contain a feature whereby the delivery agent must request and scan identification if they are unsure of the customer's age.</p> <p>17. Age verification requirements shall be prominently displayed on the website and in advertising materials.</p> <p>18. Alcohol shall be delivered to a residential or business address only and shall not be delivered to a person in a public place, e.g. a car park, a street corner, a bus stop etc.</p>		
<b>Conditions proposed by objectors</b>	<b>Agreed</b>	<b>Proposed by</b>
<p>19. All staff engaged in the delivery of alcohol will be trained with regards to the Challenge 25 policy. This training will be documented, and training should be refreshed at no greater than 12 monthly intervals. The Premises Licence holder shall also ensure that all employees of any third party engaged in the delivery of alcohol, i.e. couriers have also been trained by their employers</p>	<p>Yes</p>	<p>Trading Standards</p>

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<p>regarding the Challenge 25 policy. This training should also be documented.</p> <p>20. The Premises Licence Holder will ensure that a sticker is applied to all consignments of alcohol. It shall read “Note to delivery service, this package contains age restricted products. Ensure recipient is over 18”.</p>		
<p>21. Limit the hours during which alcohol may be delivered to customers to between 12:00 to 04:00 daily</p> <p>22. <i>Condition 5 to be amended to include:</i> This staff member shall be able to show Police and/or an authorised officer of the licensing authority recent data or footage with the absolute minimum of delay when requested.</p> <p>23. <i>Condition 6 to be changed to:</i> Any promotional activity shall comply with the most current Portman Group code of practice on the rules for naming, packaging and promotion of alcoholic drinks.</p> <p>24. <i>Condition 13 To be amended to:</i> Customers placing orders shall be asked to verify their age upon delivery of the alcohol if the customer appears to be under the age of 25 or has not paid by credit card. The only forms of acceptable identification are those indicated above.</p> <p>25. Any promotional material and/or any website home page used as part of the business operating under this licence will clearly state the premises licence number. For the avoidance of doubt this includes flyers, leaflets and business cards promoting the business</p>	<p>No</p>	<p>Licensing and Out of Hours</p>