

## Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<ol style="list-style-type: none"> <li>1. These are licensed facilities for the exclusive use of residents and their bona fide guests.</li> <li>2. There is secure access to the premises and licensed areas, entry to which will be by key fob only.</li> <li>3. A member of staff will oversee the operation of the premises when licensable activities are being provided.</li> <li>4. The Premises shall install and maintain a comprehensive CCTV system which shall continually record whilst the premises is open for licensable activities.</li> <li>5. All licensed areas will be covered enabling frontal identification of every person entering in any light condition.</li> <li>6. All recordings shall be stored for a minimum period of 28 days with date and time stamping.</li> <li>7. A staff member from the Premises who is conversant with the operation of the CCTV system shall be on the Premises at all times when the licenced areas are open. This staff member must be able to provide a Police or authorised Council officer viewable copies of CCTV images or data with the absolute minimum of delay when requested.</li> <li>8. No noise generated on the Premises, or by its associated plant or equipment, shall emanate from the Premises nor vibration be transmitted through the structure of the Premises which gives rise to a nuisance.</li> <li>9. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.</li> <li>10. An incident log shall be kept at the Premises detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the Premises by the Police or an authorised Council officer at all times whilst the Premises is open.</li> <li>11. The alcohol vending machine will be located in the building's reception area in view of reception staff.</li> <li>12. The reception will be staffed 24/7 and each receptionist will be trained on the sale of alcohol and how to deactivate the alcohol vending machine.</li> <li>13. Access to the reception is by residents and their guests and controlled by key fob entry.</li> <li>14. CCTV supervision of the alcohol vending machine will run 24/7.</li> </ol>	N/A	Applicant

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<p>15. All alcohol vending machine transactions will be verified by residents' key fobs containing the users age and name.</p> <p>16. On any occasion when a member of staff is not present in the reception, the alcohol vending machine will be deactivated by an override card.</p>		
<b>Conditions proposed by objectors</b>	<b>Agreed</b>	<b>Proposed by</b>
<p>17. All staff engaged in the sale of alcohol will be trained with regards to the Challenge 25 policy and sales by proxy. This training will be documented, and training should be refreshed at no greater than 6 monthly Intervals.</p> <p>18. The Premises Licence Holder will ensure that signage demonstrating the Challenge 25 policy, as well as selling alcohol to children by proxy, is displayed in all areas serving or dispensing alcohol.</p>	Yes (all)	Trading Standards
No conditions offered in representation.	N/A	Public Health