

Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<p>General conditions</p> <ol style="list-style-type: none"> 1. A CCTV camera system (which will include 'facial recognition') capable of providing evidential quality images in all lighting conditions shall be used covering the interior and the immediate exterior (entrance) of the premise. Images will be retained for a period of at least 31 days and be made available to the Police as soon as practicable upon request subject to data protection legislation. 2. The CCTV recording equipment shall be kept in a secure environment under the control of the premises licence holder and/or another named responsible individual. 3. The licence holder will be a responsible retailer and a good neighbour to promote the licensing objectives; 4. All staff will be authorised to sell alcohol in writing and a record of the authorisation will be kept in the shop available for inspection. 5. The licence holder will sign up to the Portman Group's retail alert bulletin in respect of the code of practice on the naming, packaging and promotion of alcoholic drinks <p>Crime and Disorder</p> <ol style="list-style-type: none"> 1. The DPS and other staff will be vigilant and monitor the area immediately outside the shop to ensure that youths do not cause annoyance by congregating. 2. Spirits will be kept behind the counter and not available for self-service by customers. 3. Incidents of crime and disorder at the premises, witnessed by staff, will be recorded in an incident book kept at the shop, this book will be available for inspection. 4. The shop shall operate a refusals policy as follows - alcohol will not be sold to; <ol style="list-style-type: none"> a) Any person recognised or identified as a street drinker (regardless of their level of inebriation at the time); b) Any person found to be drinking alcohol in the street; c) Any person who is drunk or appears to be drunk; d) Any person suspected of trying to buy alcohol for another person who is drunk or appears to be drunk; e) Any person unable to provide valid ID when requested by staff; f) Any person who is verbally or physically abusive towards staff or customers. 	N/A	Applicant

Schedule of Licence Conditions

<p>g) To any person suspected of trying to buy alcohol for another person(s) who may be under age.</p> <ol style="list-style-type: none">5. A notice advising customers of the refusals policy shall be on display.6. A written recruitment procedure will be in place which includes the steps that will be taken by the licence holder to check the immigration status and the eligibility of an individual to work in the UK in accordance with the Home Office Guidance for employers on preventing illegal working in the UK.7. 'Crime stoppers' literature shall be displayed within the shop. <p>Public safety</p> <ol style="list-style-type: none">1. Appropriate fire safety equipment to be available.2. The licence holder shall comply with other legislative requirements to ensure that the shop is safe for customers and staff. <p>Public nuisance</p> <ol style="list-style-type: none">1. The DPS and other staff will be vigilant and monitor the area immediately outside the shop to ensure that youths do not congregate.2. Any deliveries to the shop will be arranged during hours which will not lead to any public nuisance.3. Notices will be on display in the shop asking customers to leave the shop quietly.4. Staff will monitor the area immediately outside the shop on a regular basis to check for litter. <p>Protection of children from harm</p> <ol style="list-style-type: none">1. The licence holder shall ensure that anyone who appears to be under 25 who attempts to purchase alcohol will be asked to prove their age by producing an acceptable form of photographic ID such as a passport, photo driving licence, military ID and PASS accredited proof of age cards.2. A refusals register (for the sale of alcohol) will be kept and maintained and be made available for inspection by responsible authorities.3. Notices shall be displayed in the premises where they can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person under 18 years of age.4. A due diligence checklist (aimed at preventing any underage sales) will be kept and be available for inspection by responsible authorities.5. A documented training scheme shall be used for all staff authorised to sell alcohol. The training will		
---	--	--

Schedule of Licence Conditions

<p>emphasise the importance of preventing under age sales and complying with licence conditions. Refresher training shall be provided annually, records will be kept and be made available to responsible authorities upon request.</p>		
Conditions proposed by objectors	Agreed	Proposed by
<p><u>From</u></p> <p>A CCTV camera system (which will include 'facial recognition') capable of providing evidential quality images in all lighting conditions shall be used covering the interior and the immediate exterior (entrance) of the premise. Images will be retained for a period of at least 31 days and be made available to the Police as soon as practicable upon request subject to data protection legislation.</p> <p>The CCTV recording equipment shall be kept in a secure environment under the control of the premises licence holder and/or another named responsible individual.</p> <p><u>To</u></p> <p>A CCTV system (which will include facial recognition) capable of providing evidential quality images in all lighting conditions shall be used covering the interior and the immediate exterior (entrance) of the premise. The CCTV cameras shall continually record while the premises are open to the public and recording shall be kept available and unedited for a minimum of [31] days with the date and time stamping.</p> <p>Cameras will cover the full interior of the premises with no blind spots, and directly to the front outside area of the premises. A CCTV monitor will be positioned near the entrance to the premises so that staff are able to monitor the images.</p> <p>A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public and must be able to produce/download/ burn CCTV images upon request by a police officer or an authorised officer of the licensing authority.</p> <p>Any footage must be in a format that can be played back on a standard personal computer or standard DVD player.</p>	<p>No</p>	<p>Licensing and Out of Hours</p>

Schedule of Licence Conditions

<p><u>From</u> The DPS and other staff will be vigilant and monitor the area immediately outside the shop to ensure that youths do not cause annoyance by congregating.</p> <p><u>To</u> All employees will be vigilant and monitor the area immediately outside the shop to ensure that members of the public do not cause annoyance by congregating.</p> <p><u>From</u> Appropriate fire safety equipment to be available. The licence holder shall comply with other legislative requirements to ensure that the shop is safe for customers and staff.</p> <p><u>To</u> Appropriate fire safety equipment to be made available and is inspected and serviced in line with the appropriate British Standard annually and is documented.</p> <p>Conduct a Fire Risk Assessment for the premises, which is reviewed as required, and as a minimum every 12 months.</p> <p><u>From:</u> Staff will monitor the area immediately outside the shop on a regular basis to check for litter.</p> <p><u>To</u> Staff will monitor the pavement from the building line to the kerb edge immediately outside the premises, including gutter/channel at its junction with the kerb edge, shall be swept or washed, and litter and sweepings collected and stored in accordance with the approved waste storage arrangements. The area will be checked at the start & finish of the working day, and periodically throughout the day.</p> <p><u>From</u> Any deliveries to the shop will be arranged during hours which will not lead to any public nuisance.</p> <p><u>To</u> Deliveries to the premises shall be conducted in a manner that will not cause a nuisance to the occupiers of any residential properties surrounding the delivery address and deliveries shall be made at a time which will not lead to any public nuisance.</p>		
--	--	--

Schedule of Licence Conditions

<p><u>From</u></p> <p>A documented training scheme shall be used for all staff authorised to sell alcohol. The training will emphasise the importance of preventing under age sales and complying with licence conditions. Refresher training shall be provided annually, records will be kept and be made available to responsible authorities upon request.</p> <p><u>To</u></p> <p>In addition to any other training, the premises licence holder shall ensure that all staff are trained to prevent underage sales, are aware of and prevent proxy sales, recognising signs of drunkenness & refusing the sale, complying with licence conditions, maintain the refusals log, and that they monitor staff to ensure their training is put into practice.</p> <p>All training will be documented, signed and dated and refreshed at least every 6months, and will be made available to authorised officers upon request.</p> <p>A log shall be kept at the premises to record all refused/ challenged sales of alcohol. The log shall record the date and time of the refusal/ challenge, reason for challenge/ refusal and the name of the member of staff dealing. The log will be available on request by the police or an authorised officer of Manchester City Council. The log shall be checked on a regular basis by the Designated Premises Supervisor to ensure that it is being used by staff and each check shall be recorded in the log.</p> <p><u>Additional Conditions</u></p> <ul style="list-style-type: none">- Staff will be monitor the outside area to identify any potential proxy purchasing concerns.- The premises will display prominent notices in the premises explaining the law in relation to purchasing alcohol on behalf of persons under 18 and the penalties involved.- The premises shall display prominent signage indicating at any point of sale that it is an offence to sell alcohol to anyone who is drunk.		
--	--	--