

## Appendix C

1. The premises to keep up to date records of staff training and refresher training in respect of age-related sales including proxy sales to persons who are drunk and identifying and preventing drug misuse in written or electronic format available for inspection on request by an authorised officer.
2. Notices shall be predominantly displayed in all areas used externally asking patrons to respect the needs of the local residents and use the area quietly.
3. Comprehensive recordable CCTV system will be installed and maintained covering the trade areas whilst encompassing all ingress and egress to the premises. The system must continually record whilst the premises is open for licensable activities and during all times when customers remain at the premises. The system must be capable of providing pictures of evidential quality, in particular facial recognition. All recordings must be stored for a minimum period of 31 days with date and time. Recordings must be made available immediately upon the request of a Police or Authorised Officer.
4. An incident recording book, bound in numerical order, shall be maintained at the premises showing details of the date and time of all assaults, injuries, accidents or ejections, as well as details of the members of staff involved, the nature of the incident and the action/outcome. The book must be kept available for inspection by the Police and authorised officers of the Licensing Authority.
5. An incident recording book, bound in numerical order, shall be maintained at the premises showing details of the date and time of all assaults, injuries, accidents or ejections, as well as details of the members of staff involved, the nature of the incident and the action/outcome. The book must be kept available for inspection by the Police and authorised officers of the Licensing Authority.
6. Notices shall predominantly displayed at all exists requesting patrons to respect the needs of local residents and leave the area quietly.
7. Notices shall be predominantly displayed in all areas used externally asking patrons to respect the needs of the local residents and use the area quietly.
8. No rubbish, including bottles, shall be moved, removed or placed in outside areas between 2300 hours and 0800 hours.
9. A 30 minute drinking up time on top of the last permitted sale of alcohol to allow customers to use the toilet facilities and disperse from the premises.
10. Save for access or egress all doors are to remain closed.
11. No glasses or glass bottle are to be taken outside of the premises by any patrons of the premises.

12. External area to be supervised by staff from premises when in use.
13. Notices to be displayed at all exits requesting patrons to smoke within the designated area.
14. No external loud speakers shall be used on or around the premises.
15. A Challenge 25 proof of age scheme, shall be operated at the premises where the only acceptable forms of identification shall bear their photograph, date of birth and a holographic mark.
16. A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premises are open.
17. The premises to keep up to date records of staff training and refresher training in respect of age-related sales including proxy sales to persons who are drunk and identifying and preventing drug misuse in written or electronic format available for inspection on request by an authorised officer.
18. Notices shall be clearly displayed in the premises to emphasise to customers the prohibition on providing sales of alcohol to persons under the age of eighteen years
19. No entertainment, performance, service, or exhibition involving nudity or sexual stimulation which would fall within the definition of a sex establishment in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009), shall be provided.