

POLICE Appendix C

Appendix C – conditions attached to Premises A

01. The licence holder must ensure that all staff selling alcohol has received adequate training in regard to the 2003 licensing act, which must incorporate a process of written assessment on the law with regard to age restricted sales and that this has been properly documented and records kept. This will also include a yearly refresher. Staff will not be involved in the sale alcohol until this training has been carried out and successfully completed.

02. The premises will operate a challenge 25 written age verification policy. (To be supplied by Trading Standards), or provide evidence of existing written policy within the business.

03. The premises will operate Proxywatch. (To be supplied by Trading Standards) or demonstrate usage of a similar scheme.

04. A recording CCTV system will be installed and fully operational at all times.

The recording equipment will be stored and operated in a secure environment with limited access, to avoid damage, theft, unauthorised viewing and maintain the integrity of the system.

A record will be kept of any access made to information held on the system. The system will be maintained and serviced within at least 12 monthly intervals

The system clock will be checked regularly for accuracy taking account of GMT and BST.

The CCTV system will have sufficient storage capacity for 31 days evidential quality pictures.

An additional recording CCTV camera shall be sited at the front of the store to cover the area immediately outside the venue.

Access

Police and authorised Officers of Portsmouth City Council shall have access to data from the systems quickly and easily and therefore provision will be made for someone to have access to the secure area and also be able to operate the equipment and to supply footage in a format which can be easily viewed by police. and to produce images to the police within six hours of a verbal request being made by Police Officers or PCSOS for the purpose of the prevention and detection of crime as long as the request is lawful and complies with the data protection Act.

All operators will receive training from the installer when equipment is installed and this training will be cascaded down to new members of staff.

An operator's manual will be available to assist in replaying and exporting data (particularly important with digital systems).

The premises licence will not come into effect until the CCTV System has been approved by the Police Licensing Department responsible for the area.

The CCTV must remain satisfactory to the police licensing department responsible for the area and subject to police approval in order to remain operating under this premises licence.

05. The licence holder must ensure that all staff selling alcohol have received adequate training, which must incorporate a process of assessment and refresher training to a recognised national standard on the law with regard to age restricted sales and that this has been properly documented and training records kept.

06. Any person appearing to those engaged in selling or supplying alcohol to be under the age of 25 and who is attempting to buy alcohol will be required to produce satisfactory photographic identification as proof of age. Acceptable ID shall be a Valid Passport with hologram; Valid UK Photo card Driving Licence or PASS approved ID.

07. Any incidences of, refusals of service, crime or antisocial behaviour will be recorded in a log book. The Police will have access to this logbook when requested.

08. No high strength beers, lagers or ciders above 6.5% ABV shall be sold unless they are premium products.

09. There shall be no free standing stacks of alcohol on display.

10. No alcohol, that is directly accessible by the public, shall be displayed within 3 meters of the customer entrances/exits.

11. There shall be no external advertising of alcohol products in the shop windows or doors.

12. There shall be no free standing advertisements of alcohol products in the area immediately outside the public entrance to the premises.

13. Signage will be displayed at the exit of the premises requesting customers leaving the venue to do so quietly and with consideration so as not to disturb nearby residents.

14. All alcohol over 15% ABV shall be secured behind the serving counter and shall not be sold by self-selection.

15. Appropriate signage shall be clearly and prominently displayed on the premises advising customers of the law relating to sales of alcohol.

16. The Police will be informed of any incidents of crime or anti social behaviour.

17. Alcohol shall not be sold in an open container or be consumed on the licensed premises.

18. On Friday and Saturday from 23:00 hours until the closing time of the venue, an SIA licensed door supervisor will be on duty at the premises. The door supervisor, shall wear a fluorescent/ reflective orange tabard/jacket, clearly marked security

The licence holder shall maintain a duty register giving details of each and every person employed in the role of a security and shall provide upon request by any Police Officer or Council Officer, the following details:-

- (a) The licence number, name, date of birth and residential address of that person;
- (b) The time at which he/she commenced that period of duty, with a signed acknowledgement by that person;
- (c) The time at which he/she finished the period of duty, with a signed acknowledgement by that person;
- (d) Any times during the period of duty when he/she was not on duty;
- (e) If that person is not an employee of the licence holder, the name of the person by whom that person is employed or through whom the services of that person were engaged;
- (f) The register shall be so kept that it can be readily inspected by an authorised officer of the Council or Police Officer;
- (g) The duty register shall comprise of a bound, consecutively page-numbered book and the licence holder shall ensure that this register is kept in a secure environment in order to prevent unauthorised access or alterations to same.

Conditions attached after a hearing by the licensing authority

01. When there is a designated sporting event being held at the ground currently known as Fratton Park, Frogmore Road, two SIA licensed door supervisors shall be on duty at the venue, the door supervisor shall wear a fluorescent/reflective orange tabard/jacket, clearly marked security. The door supervisors shall be present at the venue two hours prior to kick off and one hour after the end of play.

02. The CCTV system shall also cover the car park of the shop and the car park will be closed off to vehicular access on match days.