

# APPENDIX D

## THE DUKE OF DEVONSHIRE, ALBERT ROAD, SOUTHSEA

1. The premises licence shall be suspended until 1100 on Monday 9<sup>th</sup> August.
2. A recording CCTV system will be installed and fully operational at all times. 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. Police and authorised Officers of Portsmouth City Council shall have access to data from the system quickly and easily and therefore provision will be made for someone to be present at all times the premises are open who has access, is able to operate the equipment and to supply footage in a format which can be easily viewed by police for the purpose of the prevention and detection of crime, as long as the request is lawful and complies with the Data Protection Act.
3. All staff shall receive comprehensive training in relation to the sale of alcohol. No member of staff shall be permitted to sell alcohol until such time as they have successfully completed this training. Training shall cover:
  - Sale of alcohol to persons under 18
  - Challenge 25 and acceptable forms of ID
  - Signs of Drunkenness
  - Refusal Register and when/how to use
  - The Licensing Objectives

This training shall be documented and records kept on the premises. Police and Licensing Authority shall have access to an individuals training records upon request. Training shall be refreshed at least every six months and records held for 12 months.
4. An incident log shall be kept at the premises, and made available on request to an authorised officer of the City Council or the Police. It must be completed within 24 hours of the incident and will record the following:
  - (a) all crimes reported to the venue
  - (b) all ejections of patrons
  - (c) any complaints received concerning crime and disorder
  - (d) any incidents of disorder
  - (e) all seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system, searching equipment or scanning equipment
  - (g) any refusal of the sale of alcohol
  - (h) any visit by a relevant authority or emergency service.
5. There shall be a minimum of 2 SIA licensed door supervisor on Friday and Saturday evenings from 1800 until close.
6. On Fridays and Saturdays from 18:00 hours the premises will use a device to scan and store customers ID. Any customer refusing to have their ID scanned will be refused entry. The data from this scan will be stored for a period of at least 7 days and made available to the Police upon lawful request, compliant with the Data Protection Act.

7. 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, PASS approved ID and Military ID with date of birth.
8. The premises licence holder will have a written policy on the ejection of customers and the refusal of entry of customers reference to which will be made in staff training.
9. The premises licence holder will have a written drugs policy supporting a zero tolerance to drugs, reference to which will be made in staff training.
10. On Friday and Saturdays from 1800 no person under the age of 18 shall be permitted on the premises.
11. The premises shall be a member of a local crime reduction partnership (for example Portsmouth Business Crime Reduction Partnership) where one is in operation and the premises welcome to be a member.
12. The premises shall be a member of a local pub watch where one is in operation and the premises is welcome. The DPS shall attend each pub watch.
13. The licence holder shall ensure that every member of staff receives Welfare And Vulnerability Engagement training and that this is document. Staff shall not work at the premises until they have received and understood the training.