

Devon & Cornwall Police – Agreed Position.

Please see the below email trail detailing an agreed position I have come to with the applicants for the above New Premises Licence, in light of this I would like to make a representation under the Prevention of Crime and Disorder and the Protection of Children from Harm licensing objectives to have the amendments/additions made to the licence should it be granted.

Please also note the change to the hours applied for have been agreed.

I am in receipt of your application for a New Premises licence at the above business. Having assessed the application, in order to further promote the Licensing Objectives, I would like to have the following amendments/additions made to the licence should it be granted. If you agree with the amendments/additions please reply to me as such, **there is no requirement to contact the Local Authority to make any amendments to the application**, when we have come to an agreed position, I will forward the agreement to the Local Authority who will make the necessary changes should the licence be granted.

Firstly I note that you have applied to sell alcohol until 2300hrs Mon to Sat and 2000hrs on a Sunday and also your opening hours cease at 2300hrs Monday to Sat and 2000hrs on a Sunday. I would expect to see a 30 minute drinking up time after the terminal hour of your alcohol sales so I would like your alcohol sales to cease at 2230hrs Mon to Sat and 1930hrs on a Sunday.

UNDER THE PREVENTION OF CRIME AND DISORDER LICENSING OBJECTIVE

Delete the following sentences:-

Suitable amount of staff on a shift, CCTV in place, external lights, cameras and lights in carpark.

Replace with the following conditions:-

STAFF TRAINING

All staff engaged in licensable activity at the premises will receive training and information in relation to the following:

1. The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
2. The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions attached to the licence.
3. How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
4. Recognising the signs of drunkenness.
5. The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.

6. Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12-month intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

Training records will be retained for at least 12 months.

CCTV

The premises shall install operate and maintain a comprehensive digital colour CCTV system.

All public areas of the licensed premises including entry and exit points will be covered, including any outside areas under the control of the premises licence holder.

The system must record clear images permitting the identification of individuals, and in particular enable facial recognition images (a clear head and shoulder image) of every person entering and leaving in any light condition.

The CCTV system will continually record whilst the premises are open for licensable activities and during all times when customers remain on the premises.

All equipment must have a constant and accurate time and date generation.

All recordings will be stored for a minimum period of 14 days with date and time stamping.

Viewable copies of recordings will be provided on request to the Police or local authority officers as soon as is reasonably practicable and in accordance with the Data Protection Act 2018 (or any replacement legislation) 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 premises are open. This staff member must be able to provide an authorised officer of a responsible authority, copies of recent CCTV images or data with absolute minimum of delay when requested in accordance with the Data Protection Act 2018 (or any replacement legislation).

The CCTV system will be capable of downloading images to a recognisable viewable format.

There will be security measures in place to ensure the integrity of the system to prevent the tampering with, and deletion of, images.

INCIDENT LOG

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details:

1. Any incidents of disorder or of a violent or anti-social nature
2. All crimes reported to the venue, or by the venue to the police
3. All ejections of patrons
4. Any complaints received
5. Any faults in the CCTV system
6. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

UNDER THE PROTECTION OF CHILDREN FROM HARM LICENSING OBJECTIVE

Add the following condition:-

REFUSALS REGISTER

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

1. the date and time of refusal
2. the reason for refusal
3. details of the person refusing the sale
4. description of the customer
5. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.