

GENERAL

1. A minimum of one personal licence holder will be on the premises whenever licensable activities are being carried on.
2. The licence holder shall ensure that at all times when they are carrying on the sale of alcohol by retail there are sufficient, competent staff on duty at the premises for the purpose of fulfilling the conditions of the licence and for preventing crime and disorder.
3. Alcohol drinks in open containers may not be removed from the premises.

CCTV

4. A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped.
 - i. The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed.
 - ii. CCTV will be capable of providing pictures of evidential quality in all lighting conditions, particularly facial recognition.
 - iii. Cameras will encompass all ingress and egress to the premises, the immediate area outside the frontage of the Premises and all areas where the sale/supply of alcohol occurs.
 - iv. The system will record and retain CCTV footage for a minimum of 28 days.
 - v. The system will record at all times when the Premises are open.
 - vi. The system will incorporate a means of transferring images from the hard-drive to a format that can be played back on any desktop computer.
 - vii. The Digital recorder will be password protected to prevent unauthorised access, tampering, or deletion of images.
 - viii. There will be at all times, when the premises is open, a member of staff on duty with access to the CCTV system who is trained in the use of the equipment.
 - ix. Upon receipt of a request for a copy of CCTV footage from Police, or Officers or any other Responsible Authority, the member of staff will produce the footage within 24 hours, or less if urgently required for investigations of serious crime.
 - x. CCTV footage must be made available to be viewed by West Midlands Police or an Officer of a Responsible Authority upon request or during an inspection.

INCIDENT BOOK

5. An incident book must be kept at the Premises and maintained up to date (no later than 24 hours after the incident) at all times and will record the following:
 - i. Time date and details of all incidents/complaints of crime and disorder or anti-social behaviour
 - ii. All crimes reported to the venue
 - iii. Any faults in the CCTV system, searching equipment or scanning equipment
 - iv. Any visit by a responsible authority or emergency service

The incident book must be kept at the premises and made available to West Midlands Police or an Officer of a Responsible Authority on request, or during an inspection.

REFUSALS REGISTER

6. A refusals register must be kept at the Premises and maintained up to date at all times recording the date time, type of product refused, reasons for every refusal to sell alcohol to a customer and the name and signature of member of staff refusing the sale.
7. The refusals record must be made available to West Midlands Police or an Officer of a Responsible Authority on request, or during an inspection.
8. The Premises Licence Holder or the Designated Premises Supervisor must monitor the Refusals Register every month and must sign and date the Refusals Register when this has been completed, or if the Refusals Register is electronic the check and date and time of the check must be clearly recorded.

TRAINING

9. Training in relation to the Licensing Objectives and the conditions on the premises licence, Challenge 25, under age sales, sales to adults on behalf of minor (proxy sales), sales to intoxicated persons, refusals registers, incident records dispersal policy, the premises' drugs policy must be provided and undertaken by all members of staff (whether paid or unpaid) before he / she makes a sale or supply of alcohol and at least every six months thereafter.
10. Documented training records must be completed in respect of every member of staff and must include the name of the member of staff trained, date, time and content of the training. The record must be signed by the member of staff who has received the training, the Designated Premises Supervisor, the Premises Licence Holder or external training providers.
11. Documented training records must be kept at the premises and made available to West Midlands Police or an Officer of a Responsible Authority on request, or during an inspection.

MECHANISMS AROUND THE SALE OF ALCOHOL BY RETAIL TO PROMOTE THE LICENSING OBJECTIVES

12. Every sale of alcohol for consumption off the premises shall be at not less than the minimum price calculated in accordance with the following or as varied in accordance with this condition:-

Cans or bottles of beer and cider: 99 pence.

13. Where alcohol is supplied under the premises licence of a type not expressly referred to above, the minimum price applicable to the supply shall be the minimum price for the type of alcohol referred to above that is most similar to that supplied.

14. The minimum price shall be varied every two years following discussion with the Premises Licence Holder as follows (unless the Licensing Authority consider it appropriate not to do so):-

i) The "retail prices index" shall be as defined in section 989 of the Income Tax Act 2007 (being currently, the general index of retail prices (for all items) published by the Statistics Board or, if that index is not published for a relevant month, any substituted index or index figures published by the Board).

ii) The first variation shall take place on the 1st January 2024 and each subsequent variation shall take place in every two years thereafter.

iii) The varied minimum price shall be the sum produced by multiplying the minimum price then applicable by a figure expressed as a decimal and determined by the formula: $1 + (RD - RI)/RI$

iv) Where RD is the retail prices index for the 1st January 2024 or each subsequent second anniversary of 1st January 2024 and RI is the retail prices index for the 1st January 2024 (or each subsequent second anniversary of 1st January 2022).

v) The figure determined in accordance with this formula is rounded to the nearest third decimal place.

vi) If in relation to any two year period RD is equal to or less than RI, the figure determined in accordance with the formula shall be 1 and there shall be no change in the minimum price for that year.

vii) The varied minimum price shall after application of the formula be rounded up or down to the nearest £0.05.

viii) Before the 1st January 2024 and each second anniversary of 1st January 2022, the premises licence holder shall give notice to the Licensing Authority of the varied minimum prices calculated in accordance with this condition unless otherwise agreed.

15. The premises shall not stock or sell beers or ciders with an ABV in excess of 6.5% with the exception of craft beers.

16. There shall be no self-service of alcoholic products.

17. The premises shall have no more than 20% of its overall display area in the retail area dedicated to alcoholic products.

THE PREVENTION OF CRIME AND DISORDER

18. The premises licence holder will ensure that individuals who are drunk, disorderly or both will not be permitted access to the premises. Anyone found to be intoxicated shall be removed from the premises

THE PREVENTION OF PUBLIC NUISANCE

19. The premises shall have a documented dispersal policy, which shall be implemented for the effective dispersal of people immediately outside the premises at all times the premises are open.
20. The Premises Licence Holder shall ensure notices are displayed at all entrances and exits of the premises advising customers to have respect for the nearby residents and keep noise levels to a minimum as they depart.

PUBLIC SAFETY

21. The premises licence holder shall conduct a risk assessment for the general operation of the premises. This will include fire, health and safety and emergency evacuation. It will cover all areas of the premises, including the bar/restaurant, basement and any outside areas.
22. The premises' fire risk assessment will be made available to any responsible authority immediately upon request.
23. The Licence Holder shall ensure that all emergency lighting is checked on a weekly basis. Entrances, exits and passageways shall be kept clear.

THE PROTECTION OF CHILDREN FROM HARM

24. The premises licence holder shall adopt the Challenge 25 scheme and appropriate signage will be placed at the entrance to the premises and adjacent to any bar service. The premises will operate a policy whereby any person attempting to buy alcohol or any person attempting to gain entry for premises who appears to be under 25 will be asked for photographic ID to prove their age. The ID that will be accepted is a passport or driving licence with a photograph.
25. The premises licence holder shall display Challenge 25 posters in prominent positions within the premises, including at the point of sale and the entrance to the premises.