

Appendix 6: proposed conditions

Prevention of crime and disorder

1. All alcohol and tobacco products will be purchased from established and bona fide VAT registered traders who provides receipts and invoices.
2. Invoices of all stock will be kept on file for a minimum of 12 months and will be made available to Police Officers, HMRC Officers and authorised local authority officers (including Trading Standards Officers) upon request.
3. The premise license holder shall ensure that CCTV camera and recorders are installed at the premises and are of a standard acceptable to and approved by the police.
4. The system shall be maintained in good working order and at all times the premise is open to the public, be fully operational covering both internal and external areas of the premises to which the public have access. All images should be stored for a minimum of 31 days.
5. The CCTV views are not to be obstructed, at least one CCTV camera is to be placed near to the exit in order to capture clear facial images of all patrons leaving the premises.
6. A suitable trained staff member will be able to show and provide police or council licensing officers recent data footage with the minimum delay when requested.
7. All staff employed at the premises will have UK right to work status checked, once passed that stage they shall be offered employment.
8. All staff shall be trained in relevant age restrictions in respect of products, recognising signs of drunkenness, how to refuse service, the premises' duty of care, action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency service, the conditions in force under this licence.
9. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of London Borough of Hillingdon.

Public safety

10. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order.
11. Fire exit signs displayed
12. To comply with all current, fire, health and safety laws.
13. CCTV working at all times

The prevention of public nuisance

14. Strict policy in place to tell all staff not to serve alcohol to drunks at all.
15. Appropriate signage will be displayed, in prominent position informing customers they are being recorded on CCTV.

The protection of children from harm

16. A challenge 25 policy will be in force, where any person looking under the age of 25 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises.
17. Challenge 25 posters displayed where alcohol is sold.

18. The only acceptable ID will be those with photographic identification documents; including passport, photo-card, driving, license or proof of age card bearing the PASS hologram.
19. An incident/refusal log shall be kept at the premises, and made available for inspection on request to an authorised officer of the council of the police which will record the following:
 - a) All crimes reported at the venue;
 - b) Any complaints received, any faults in the CCTV system;
 - c) Any refusal of the sale of alcohol, any visit by a relevant authority;
 - d) CAD reference number where police are called.