

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

b) The prevention of crime and disorder

1. A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up to date contact details for the DPS and all personal licence holders.
2. A suitable CCTV system will be operational on the premises at all times when licensed activities are being carried out.
3. The CCTV System will be adequately maintained and be capable of transporting recorded material onto removable media.
4. CCTV security footage will be made secure and retained for a minimum period of 31 days.
5. At all times that licensable activities are taking place there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by an officer from any of the responsible authorities or the Licensing Authority.
6. An Incident Report Register will be kept, it will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported. The names and numbers of any Police officers attending, the confirmation of whether there is CCTV footage of the incident.
7. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
8. There will be a minimum of 40 seats on the first floor of the premises and 20 seats on the second floor at all times when licensable activities are taking place.

c) Public safety

1. Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.
2. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.
3. Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.
4. One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models.
 - a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA.
 - b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.
5. A spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
6. A suitably trained first aider or appointed person will be provided at all times when the premises are open.

d) The prevention of public nuisance

1. Noise from the premises shall be inaudible at the nearest noise sensitive premises after 23.00 hrs.
2. Notices asking patrons to leave quietly shall be displayed at the premises.
3. No bottles shall be placed in the external receptacle after 23.00 hours and before 0700hrs to minimise disturbance to any nearby properties.
4. There shall be no external loudspeakers.

e) The protection of children from harm

1. The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.