

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 10)

The premises shall install and maintain a comprehensive digital CCTV system. All public areas of the licensed premises, including all public entry and exit points, and the street environment will be covered, enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record while the premises are open to the public and recordings shall be kept available and unedited for a minimum of 28 days with the date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public and must be able to produce / download / burn CCTV images upon request by a Police Officer or an authorised Officer of the Licensing Authority. Any footage must be in a format that can be played back on a standard personal computer or standard DVD player. Where the recording is on a removable medium (i.e. compact disc, flash card etc), a secure storage system to store those recording mediums shall be provided.

b) The prevention of crime and disorder

All staff shall be trained in the following: recognising signs of drunkenness, how to refuse service and the Premises Licence and Conditions. Documented records of training shall be kept for each member of staff.

The requirement for door staff to be regularly risk assessed, and door staff to be appointed in such numbers and at such times as determined by Risk Assessment.

c) Public safety

All firefighting equipment to be inspected and serviced in line with the appropriate British Standard.

d) The prevention of public nuisance

No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.

Staff shall monitor customers smoking outside the premises on a regular basis and ensure that patrons do not cause a public nuisance.

The premises and immediate surrounding area shall be kept clean and free from litter at all times the premises are open to the public.

Litter bins shall be provided at the premises in sufficient capacity to ensure that customers can adequately dispose of any litter.

Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.

APPENDIX A

e) The protection of children from harm

The Challenge 25 scheme will be operated to ensure that any person who appears to be under the age of 21 shall provide documented proof that he/she is over 18 years of age Proof of age shall only comprise a passport, photo card Driving Licence or a card bearing the PASS hologram

The premises shall display prominent signage indicating that the Challenge 25 scheme is in operation

In addition to any other training, the Premises Licence holder shall ensure that all staff are trained to prevent underage sales, are aware of and prevent proxy sales, maintain a refusals log and monitor staff to ensure that their training is put into place

Checklist

Please tick to indicate agreement

- I have made or enclosed payment of the fee x
- I have enclosed the plan of the premises x
- I have sent copies of this application and the plan to responsible authorities and others where applicable x
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable x
- I understand that I must now advertise my application x
- I understand that if I do not comply with the above requirements my application will be rejected
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15) x

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12) **If signing on behalf of the applicant, please state in what capacity**