

Proposed Conditions- Vera's Flavours, 254 Dewsbury Road

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)

1. CCTV

- 1.1 The premises will install and maintain a digital CCTV system
- 1.2 The CCTV system will have sufficient hard drive storage capacity to store a minimum of . 31 days.
- 1.3 The CCTV system will be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises at each exit and entrance point.
- 1.4. A CCTV log will be completed on a weekly basis to record all elements of the CCTV System. The system will be maintained in good working order and show the recordings and the correct date and time stamped.
- 1.5. Only nominated staff will be trained in the operation of the CCTV system to ensure rapid data retrieval & downloads of footage can be provided to the Police & the Local Authority Officer upon reasonable request in accordance with the Data Protection Act.
- 1.6. CCTV will be continually recording during licensable hours
- 1.7. In the event of a failure of the CCTV system for any reason, a record of the failure will be recorded in the premises log and immediate steps will be made to rectify the problem.

b) The prevention of crime and disorder

2. Incident / Refusals Register

- 2.1 An incident log must be kept at the premises. Log records will be retained for a period of 12 months from the date it occurred. It will be made immediately available on request to an 'authorised person' (as defined by section 13 of the Licensing Act 2003), an authorised trading standards officer or the police, and must record the following;
 - (a) All crimes reported to the premises (where relevant to the licensing objectives)
 - (b) Any incidents of disorder relating to customers
- 2.2. The Premises licence Holder will ensure that all staff receive training in recognising signs of drunkenness, refusing sales when required by law and compliance with licensing conditions.

3. When the designated premises supervisor is not on duty, a contact telephone number will be available at all times.
4. All spirits will be stored and sold behind the counter
5. Roller shutters have been installed at the front of the premises
7. Alcohol refusals policies will be displayed at the entrance of the premises, the point of display and the point of sale
8. When the DPS is not on duty a contact number will be available at all times.

c) Public safety

No risk has been assessed under the Licensing Act 2003

d) The prevention of public nuisance

9. Management and staff are to use their best endeavours to prevent any customers of the shop loitering outside the premises and to ensure that persons refused entry or ejected are asked to leave the vicinity of the premises.
10. Prominent, clear and legible notices must be displayed at all exits requesting that customers respect the needs of local residents and to leave the premises and area quietly.
11. No refuse shall be disposed of or collected from the premises between the hours of 21:00-07:00 where such disposal or collection is likely to cause disturbance to local residents.
12. Deliveries to the premises will be conducted in a time and manner that will not cause a nuisance to the occupiers of any residential properties surrounding the delivery address.

e) The protection of children from harm

13. A written register of refusals will be kept including a description of the people who have been unable to provide required identification to prove their age. Such records will be kept for a period of 12 months and will be collected by the designated premises supervisor and produced to the police or an 'authorised person' (as defined by section 13 of the licensing act 2003) or an authorised trading standards officer the local authority/council on demand.

14. All staff engaged in the sale of alcohol to be trained in Challenge 25, are trained to prevent underage sales, are aware of and how to prevent proxy sales. Training records will be kept on the premises and produced to the police or an 'authorised person' (as defined by section 13 of the licensing act 2003) or an authorised trading standards officer of the local authority/council on demand

15. Proxy signs will be on display at all points where alcohol is displayed and at the POS warning adults about the law for buying alcohol for children

16. Staff will monitor the outside area via the CCTV system to identify any potential proxy purchasing concerns.

17. Challenge 25

17.1 The premises will operate a Challenge 25 policy. Such policy will be written down and kept at the premises. The policy will be produced on demand of the police or an 'authorised person' (as defined by section 13 of the licensing act 2003) or an authorised trading standards officer the local authority/council.

17.2 Prominent, clear and legible Challenge 25 signage will also be displayed at all entrances to the premises as well as at, at least one location behind any counter advertising the scheme operated.