

APPENDIX F

These conditions are to replace all your proposed conditions within section 18 (a) (b) (c) (d) and (e) of the application.

This does not apply to any other conditions requested by any other responsible authority in relation to this application.

**In additions to this, the licence be limited to two events per calendar year. With each event covering 1 weekend only.(This is to be formalised with South Staffordshire District Council and is to be reflected on the Premises Licence)

To incorporate conditions in section 18 (b) The prevention of crime and disorder:

1.An Event Management Plan (EMP) /Risk Assessment (RA) must be provided to Staffordshire Police Force Events Unit (email: events@staffordshire.police.uk) 3 months prior to the event taking place. The EMP/RA must include details of security/stewarding arrangements having regard to the anticipated numbers attending the event. The Event Management Plan must include fire risk assessment, provisions for injury/ill health and emergency/evacuation plans, Policing/security/searching provisions (including a drug and weapon search policy), child protection policy including lost child procedure, noise management plan, crowd control/audience behaviour, dispersal policy, traffic management and food hygiene procedures. A Final EMP will be sent no less than 30 days prior to the event.

2.Staff training must include procedures to deal effectively with emergency incidents including:

1. Reporting an emergency to the relevant emergency service
2. Safe evacuation of customers
3. Dealing with terrorist threats or incidents

Staff training to also incorporate:

1. Responsible Alcohol Service, including recognising signs of drunkenness, refusal skills, drugs awareness
2. Managing and resolving conflict
3. Premises Licence conditions
4. Relevant obligations and offences under the Licensing Act 2003, including those associated with the sale of alcohol
5. Safeguarding awareness in child protection matters (protecting children from harm)

Records of training must be documented and kept on the premises for inspection by the Responsible Authorities.

3. Where the Event Management Plan/Risk Assessment indicates that Security/Door Staff are required, then they must be Security Industry Authority (SIA) registered and conditions 3a and 3b, as referenced below, must be complied with.

3a. The Premises Licence Holder/Designated Premises Supervisor must identify the requirement for Security/Door Staff at all times by way of a risk assessment. Where the Risk Assessment identifies the need for Security/Door Staff to be deployed, staff must be of sufficient number to be able to control entry to the premises and deal with any instances of disorderly behaviour within the premises simultaneously. Security/Door Staff must remain at the premises until such time the premises are closed and all members of the public have left the venue. All persons utilised at the premises in the capacity of a Security/Door Staff must wear yellow high visibility clothing and must utilise radios and Body Worn Cameras with the facility to record at all times they are deployed.

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All images must be kept for a consecutive 28 day period and to be produced to the Police, Trading Standards or Local Authority Officers in relation to the investigation of crime and/or disorder issues and suspected licence breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.

3b. Where Security/Door Staff are employed there must be a register of every SIA person employed at the premises that contains the following details:

1. Name, date of birth and home address
2. Security Industry Authority licence number (In Full)
3. Time and date Security/Door Staff starts and finishes duty
4. Each entry shall be signed by the Security/Door Staff

That register must be kept fully updated at all times and remain at the licensed premises and be available for inspection immediately by an authorised officer of the Licensing Authority, the Security Industry Authority or Police.

4. No entertainment, performance, service, or exhibition involving nudity or sexual stimulation permitted, except when the premises are operating under the authority of a Sexual Entertainment Venue Licence.

5. No open vessels containing alcoholic drinks must be taken from the boundaries of the premises.

6. All drinking receptacles (including bottles) must be of an alternative material other than glass. Any drinks not available in this packaging must be decanted and the glass/bottle retained by the staff at the location and not handed to the customer.

7. No person in possession of an alcoholic drink in a sealed or unsealed container must be allowed to enter the premises, unless it relates to deliveries being made to the bar/s.

To incorporate conditions in section 18 (e) The protection of children from harm:

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.

2. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.

3. Challenge 25 signage must be displayed in a clear and prominent public place and at every point of sale at the location.

4. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 12 months.

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5. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This refusals register must be checked following each event by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. Records must be retained for a minimum of 12 months. This register can be written or electronic.

6. The Designated Premises Supervisor must ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice must be made available for inspection upon request by a Responsible Authority and all staff selling alcohol must be in possession of formal identification to enable to verify their identity against the notice.