

Operating Schedule Conditions

1. A video/CCTV system displaying the correct time and date of the recording shall be in operation with sufficient cameras to monitor all internal and external areas where licensable activities take place and be capable of producing immediate copies on site either recorded digitally on to CD/DVD or other equivalent medium. A person competent in producing visual recordings to the police or an authorised officer on demand to be present on the premises at all times.
2. All recording to be retained and stored in a suitable and secure manner for a minimum of 28 days and be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.
3. CCTV monitoring and recording equipment (including any mobile units in use at the premises) to be maintained at all times in a working condition.
4. All staff/individuals engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales with training records available for inspection by the police or other authorised officer on request.
 - induction training which must be completed and documented prior to the sale of alcohol by the staff member.
 - refresher/reinforcement training at intervals of no more than 6 months.
5. The designated premises supervisor shall authorise in writing the names of the staff members/individuals suitably trained to be responsible for the sale of alcohol at the premises in his/her absence.
6. A zero tolerance drug policy to be implemented at the premises and appropriate drug awareness staff training shall take place with training records maintained and made available on request to the Police or an Authorised Officer.
7. When internal events involving regulated entertainment are to occur the event details and a contact number to be advertised at least seven days before the event either outside the venue and/or on the website, where concerns and suggestions can be raised before, during or after the proposed event. A written record of such calls and actions taken to be maintained.
8. Noise or vibration from licensable activities must not emanate from the premises so as to cause a nuisance at nearby properties.
9. Aural monitoring of noise levels to take place outside the premises at least once during events involving regulated entertainment and appropriate measures to be taken to ensure compliance with condition 8 above. A written record of these monitoring inspections to be maintained to include the name of the person who conducted the monitoring, the date and time of the monitoring and the outcome of the monitoring.
10. Internal live or amplified recorded music as part of an event to cease at midnight on any night except for New Year's Eve when it shall be permitted until 00:30 hours. Music played after this time shall be limited to background recorded music only on any night and this background music shall not be audible outside the building when the buildings windows and doors are closed. For clarification 'internal' refers to anywhere inside the main brick building delineated on the premises plan and shall not include any temporary buildings such as marquees.

11. Except for ingress to and egress from the premises, all doors and windows to remain closed during events involving regulated entertainment.
12. The placing of refuse and empty bottles into outside receptacles shall not take place during the night-time hours between 21:00 and 07:00 to minimise disturbance to nearby properties.
13. Clear and legible notices to be prominently displayed at all premises exits to request patrons to respect the needs of local residents and to leave the premises and surrounding area quietly.
14. Clear and legible notices to be prominently displayed in the external smoking area to request patrons to respect the needs of local residents and to use the smoking facility in a quiet and responsible manner.
15. When entertainment of an adult nature is taking place on the premises, no person under 18 years of age to be allowed entry to that part of the premises where the adult entertainment is taking place.
16. The premises licence holder shall ensure that an age verification policy will apply to the premises whereby all bar staff will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.
17. An incident book to record the refusal of alcohol sales and/or ejections from the premises to be maintained on the premises and this book to be made available on request to the police or an authorised officer
18. Photographic identification to be produced by the customer where proof of age is required before alcohol is supplied. This procedure to be relayed to customers when taking telephone orders of alcohol and customers to be advised at the time of placing their order that the delivery driver reserves the right to refuse delivery of alcohol to them.