

## **Current Conditions:**

### **General – all four licensing objectives**

The DPS or nominated person will train any sales staff at the premises on the basic laws of selling alcohol and the conditions on the Premises Licence.

A training record will be kept and maintained by the DPS at the premises which will include the date of training, the topics covered and the name of the trainer and staff being trained.

### **The prevention of crime and disorder**

Digital CCTV will be installed at the premises to the reasonable satisfaction of West Midlands Police. All recordings will be kept for a minimum of 28 days. Full access to the recordings will be given to the Responsible Authorities upon request.

A notice stating that no sales of alcohol to under 18 years will be displayed at the premises.

A notice stating that it is illegal for persons to buy alcohol on behalf of persons under 18 years of age will be displayed at the premises.

A notice will be displayed stating that persons known to be purchasing alcohol on behalf of persons under 18 years of age will be barred from the premises.

### **Public safety**

Nothing further identified as necessary.

### **The prevention of public nuisance**

Nothing further identified as necessary.

### **The protection of children from harm**

A challenge 21 policy will be operated by the premises with notices informing customers of the policy being displayed within the premises with at least 1 sign on the door to the premises and 1 displayed behind the counter. The staff will be regularly reminded to enforce the challenge 21 policy.

All alcohol sale refusals will be noted in a refusals book.

Acceptable ID will be a passport, photo driving licence or a recognised proof of age card.

## **Conditions Agreed by the applicant with West Midlands Police**

The following conditions have been agreed with West Midlands Police:

CCTV to be recording at all times when the premise is open for any licensable activity.

Times and dates to be displayed on the images and will show accurate times and dates.

A minimum of two staff will be on duty on the shop floor each day the premise trades after 18.00hrs.

Risk assessment by management should dictate staff levels prior to this time and increase staff numbers to above two after 18.00hrs should the risk assessment so dictate.

The premises shall be protected by a monitored intruder alarm and a monitored panic alarm will be installed and maintained in good working order. The panic alarm shall be situated at point of sale.

Refusals will be logged in a refusal book which will be available for inspection by any regulatory authority.

Careful consideration will be given to the layout of the premise in order to prevent children unnecessarily entering the alcohol display area.

Spirits shall only be displayed behind the service counter.

## **Proposed Conditions:**

### **General**

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition.
2. The CCTV system shall continually record whilst the premises is open for all licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and timestamping.
3. Viewing of recordings shall be made available as soon as practicable upon the reasonable request of the Police or authorised officer with a copy provided if required no later than 24 hours after the request.
4. There shall be no self-service of spirits on the premises, save for spirit mixtures less than 6.5% ABV.
5. All sales staff shall be trained in the sale of alcohol with written and signed training records available for review by the responsible authorities upon reasonable request. Refresher training shall be undertaken at least annually by all sales staff.
6. All training will be consistent with the alcohol guidance manual supplied to the applicant. Both the DPS and the staff member being trained are required to sign the documentation confirming the required standard of knowledge has been attained concerning the sale of alcohol.
7. A refusal log will be maintained to record any alcohol safe refusals and will be available for immediate inspection by the responsible authorities.
8. A Challenge 25 policy will be adopted with staff to ask for suitable identification when appropriate. Suitable identification is photo driving licence, a valid passport or a PASS accredited proof of age card. Appropriately worded notices will be displayed prominently instore.
9. Appropriately worded notices will be displayed prominently instore and around the store entrance with regard to no sales to under 18 year old persons, proxy purchasing and a warning that CCTV cameras are recording 24 hours a day instore.
10. Notices requesting customers to leave quietly, and respect local residents will be displayed prominently instore.
11. The store frontage will be swept regularly.
12. The premises shall use till prompts to remind staff to ask for proof of age.
13. A minimum of two staff will be on duty at the premises at all times between 18:00 hours and 01:00 hours the following morning.

### **The Prevention of Crime and Disorder**

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### **Public Safety**

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4. A minimum of two staff will be on duty at the premises at all times between 18:00 hours and 01:00 hours the following morning.

### **The Prevention of Public Nuisance**

1. Notices requesting customers to leave quietly, and respect local residents will be displayed prominently instore.
2. The store frontage will be swept regularly.