



**Brighton & Hove
City Council**

**LICENSING PANEL (LICENSING ACT
2003 FUNCTIONS)
ADDENDUM**

10.00AM, FRIDAY, 28 SEPTEMBER 2018

HOVE TOWN HALL, ROOM G90 - HOVE TOWN HALL

ADDENDUM

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Proposed Condition - The Haunt, East Street, Brighton V.1

General

1. Authorised staff employed by Sussex Police in the role of licensing officer shall have the right of access to the licensed premises during hours of operation for the purpose of inspection of the premises and premises records in order to ensure the promotion of the licensing objectives.
2. No drinks may be removed from the premises other than in sealed containers for consumption away from the premises.

Prevention of Crime and Disorder

3. SIA trained and licensed door supervisors shall be employed on a ratio of 1:100 with a minimum of two (2) on duty at any time the premises is open to the public.
4. Records shall be maintained at the premises containing the full name, date of birth and home address of every door supervisor. The record shall include all times and dates when a door supervisor is employed. Also, if employed through an agency, name and address of agency will also be recorded against the entry.
5. If not employed through an agency, authentic proof of identity of door staff shall be obtained in the form of a passport, drivers licence or a birth certificate. Copies of these documents will be held at the premises and made available to the police and/or council licensing authority immediately upon request (subject to the Data Protection Act 2018).
6. The DPS (or in the absence of the DPS the person with delegated authority) will ensure door supervisors display their SIA badges at all times they are on duty.
7. (a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises (amend this part as appropriate). The system shall be on and recording at all times the premises licence is in operation.
(b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
(c) CCTV footage will be stored for a minimum of 31 days
(d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
(e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
(f) Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Sussex Police) for the police without difficulty or delay and without charge to Sussex Police.
(g) Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.

(h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

8. The management and premises will have an absolute zero tolerance policy in respect of drugs, with notices advising customers of this clearly displayed at the entrance. Any illegal drugs seized will be documented as required by the Police and stored in a secure “drugs box”, and periodically the management will request the Police to come and remove all such drugs for destruction.
9. In the event a person is found on the premises actively dealing in drugs, that person will be detained and the Police called to the premises. Any person found with more than a very small quantity of drugs in their possession which they claim is for personal use will be treated as “dealing” and detained until the Police are called and arrive.
10. The management will permit the Police to use an “ION Track” drugs detector or other similar device inside the premises to detect the illegal use of drugs and will sign the Police consent form.
11. Crime prevention and security measures shall be instigated throughout the premises following consultation with Sussex Police, as reasonable required.
12. The management of the premises will meet with the Police to discuss the safe and proper management of the premises on a minimum three (3) monthly basis, unless the Police confirm in any one quarter that such a meeting is not necessary.
13. The premises will become a member of the BCRP or similar scheme approved by the Licensing Authority that operates with radios and uses the Nightsafe & Yellow Card Scheme or similar reporting scheme.
14. Shatterproof drinking receptacles will be used throughout.
15. The premises licence holder will operate a queuing system which will include internal queuing inside the front of the premises in line with the plan attached to the premises licence.
16. A written dispersal plan will be agreed with the responsible authorities and operated by the premises licence holder.
17. A written drugs policy will be agreed with the police and operated by the premises licence holder.
18. After 23:00 customers will not be permitted to smoke outside the front of the premises. They will be directed to the first floor smoking balcony which will be supervised by a member of staff whenever being used.

Public Safety

19. When the Designated Premises Supervisor (DPS) is not on site, there will be a control document held and maintained on site which will state who is in effective control and

management of the premises in the absence of the DPS. Other persons in control and management of the premises will be a Personal Licence Holder, and will be fully competent in licensing matter, health and safety and emergency evacuation measures.

The Prevention of Public Nuisance

20. A noise limiter/compressor shall be installed by a competent person to the satisfaction of the Director of Environment. The noise limiter/compressor must be set at a level agreed by the Director of the Environment.
21. Prominent and clear notices will be displayed at the exit points requesting customers to respect the needs of local residence and to leave the premises and the area quietly.
22. Patrons will not be permitted to take drinks outside of the premises to consume whilst smoking. This applies to all smoking areas.
23. The windows to remain closed after 21:00 hours, while regulated entertainment is provide. Otherwise all windows shall be closed after 23:00 hours. The management to undertake routine monitoring to ensure levels of music are not excessive and take appropriate action where necessary.

The Protection of Children from Harm

24. The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram. The list of recommended forms of ID may be amended or revised with the prior written agreement of Sussex Police, the Licensing Authority and Trading Standards without the need to amend the licence or conditions attaching to it.
25. Signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.
26. Under 18's will not be permitted on the premises after 22:00 hours. A clear notice shall be displayed at the premises so that is can easily be read by persons entering the premises stating "No persons under 18 will be admitted after 22:00 hours".
27. The premises shall install a recognised electronic identification scanning system for customers entering the premises. The system shall be operated at all times door staff are on duty and all persons entering the premises will be scanned. The system should have the ability to share alerts with other venues using similar ID scanning equipment, identify the hologram of an ID and read both Passports and ID cards, including PASS cards. The system should be able to conduct tests to determine if a document is genuine or counterfeit. The system must be compliant with the Information Commissioners good practice guidance for ID scanning in clubs and bars.
 - a) As an exception to the use of the recognised ID scanning system to scan ALL customers, the name and date of birth of customers who appear to be over the age of 30, without ID, shall be recorded and a photographic image obtained. This information will be made

available to the Police Licensing Officer or Local Authority Licensing Officer upon request.
(Subject to the Data Protection Act 2018).

28. No adult entertainment will be provided on the premises.
29. The Premises Licence Holder shall ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products:
 - *The lawful selling of age restricted products
 - *Refusing the sale of alcohol to a person who is drunk*Refusing the sale of alcohol for consumption off the premises to people who may have alcohol dependency issues
 - (a)Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented.
 - (b)All such training undertaken by staff members shall be fully documented and recorded. All training records shall be made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.