

## **APPENDIX A**

TO PROMOTE ALL FOUR LICENSING OBJECTIVES, WE WILL KEEP:

Rigours training for all staff and regular fresh up training for all staff so that they are aware of the premises licence and the requirements to meet all four licensing objectives with special attention to:

The “Challenge 25” strategy/ NO ID,NO SALE. This is to prevent any underage drinkers to purchase alcohol.

The regular updating of log books. (e.g. the licensing log book and the prevention of underage sale log book.) This is to show the acknowledgment of the responsibility the licensee has when applying for a licence. ALL staff will be trained to fill out all underage persons attempting the purchase of alcohol.

Making sure all staff are up to date with their training regarding public safety and the prevention of public nuisance.

All CCTV cameras will be kept up to date and functioning correctly to prevent criminal activity.

ALL notices will be printed in clear, bold and big lettering to ensure that all customers are aware of any possible criminal activity and to make them aware to exit the premises quietly in order to prevent nuisances to nearby neighbours.

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

CCTV installed to monitor the only entrance/exit to the premises to prevent possible criminal activity and disorder.

No sale to drunk or intoxicated customers under any circumstance.

A clear and notice outside the premises indicating the normal hours under the terms of the premises licence during which licensable activities are permitted.

A notice visible by customers upon entry to the premises will be displayed to warn customers of potential criminal activity that they may be affected by.

All staff will be trained to be vigilant for illegal drug use or drug dealing in the vicinity of the premises.

All staff will be trained to the highest standard to ask customers to leave quietly and orderly and prevent customers from the consumption of alcohol near or at the premises.

### **Public safety:**

To promote public safety during times that are dark (e.g. from 4PM in the winter) the premises external light will be turned on until closing time.

Internal lightings will be turned on at opening of the premises and turned off at closure this is to prevent any accidents to the public upon entering the premises.

Staff will be trained to a high standard regarding the requirements by the environmental health agencies.

Furthermore, staff will receive rigours and regular ID check training to prevent sale to underage customers.

A log book will be kept accessible under the counter in order to log all inspections made by any representative of the licensing act. This log book will be made available to the authorised person taking out the inspection.

All parts of the premises and all fittings and apparatus therein, door fastenings and notices, lighting, heating, electrical, air condition, sanitary accommodation and other installations, will be maintained at all times in good order and in a safe condition.

**The prevention of public nuisance:**

Noise reduction measures to address the public nuisance objective:

A notice will be placed inside the premises visible to customers asking them to leave the premises quietly and orderly at all times to prevent nuisance and disturbance to the neighbours of the premise.

Furthermore, other notices will be placed at the exit of the premises asking customers to exit the premises quietly and respectfully to avoid nuisance and disturbance to the residents near the premises.

Deliveries of goods necessary for the premises to operate will only be made in normal working hours (e.g. 9AM to 5PM) this is to avoid any noise nuisance or disturbance to the residents near the premises.

The licensee will ensure that all staff starting shifts in the early morning will behave in a quiet and respectful manner to avoid nuisance and disturbance to residents near the premises.

Customer will be asked by staff to not linger around on the street near the premises talking loudly as this would cause nuisance to the nearby residents.

Any lighting on or outside the premises will be positioned and screened in such a way to not cause a disturbance to nearby residents.

**The protection of children from harm:**

"Challenge 25" sign which is a retailing strategy that encourages anyone who is over 18 but looks under 25 to carry acceptable ID (a card bearing the PASS hologram, a photographic driving license or a passport) if they wish to buy alcohol.

Staff will be trained to ask customers for ID using the "Challenge 25" strategy.

A log book will be kept accessible under the counter listing all children/underage customers trying to purchase alcohol.