

APPENDIX B - Operating Schedule (Section 16) of the Application

Section 16 of 18

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

We take the licensing objectives extremely seriously, and take steps to train all staff to understand the conditions on the licence, specifically we have our range of craft spirits away from the customers behind the counter and beyond arms reach. In specific details follows our active promotion of the 4 licensing objectives.

b) The prevention of crime and disorder

digital CCTV is held in accordance with requirements and stored for 31 days with dates and times. It is high definition operated and maintained at all times, including a remote monitored service 24 hours per day. The system records constantly and works at all lighting levels. Key staff are trained to download images and will co-operate where necessary with Sussex Police upon request. Any breakdown in service is corrected immediately and we have a contract to upkeep the system so it is always in operation.

c) Public safety

We received a 5* rating for our up-keep of stock, we rotate our beer cans and bottles weekly and ensure our stock is regularly updated. Very occasionally we write off stock if it is past the sell-by date. We do not ever sell this out of date stock. We clean the premises weekly, have a first-aid kit available and prominently displayed. We use the consultancy of the company ABC worksafe to give advice on health and safety.

d) The prevention of public nuisance

We display sign-age which asks customers to remain respectful and quiet upon leaving our premises. We turn the outside lighting off on leaving the premises so as not to interfere with the residents enjoyment of the area at night time.

e) The protection of children from harm

The premises licence holder shall ensure that all staff members engaged or to be engaged in selling alcohol will receive training. Training will take place prior to the selling of such products. Refusing the sale of alcohol to a person who is drunk, specifying and checking ID if a person appears to be underage.

Verbal reinforcement/refresher training will be given covering the training at regular intervals - 8 weeks intervals and recorded. We operate a challenge 25 policy at all times. We ask for photographic ID in any case where the customer appears to be under 25. We prominently display "challenge 25" posters in the premises. Soft drinks are kept separately from alcoholic beverages.

We are taking advantage of a council run course on 11th September for all our staff to receive training on our premises.

