

Appendix A

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)

b) The prevention of crime and disorder

1. Alcohol will only be sold or dispensed into soft plastic or polycarbonate type glasses and in non-glass sealed containers such as cans
2. A notice will be displayed advising all customers that they are required to be seated on the Roof Terrace at all times they are consuming either food or drink.
3. The premises will adopt the Licensing Authority's 'Sensible on Strength' policy and not sell beers or ciders over 6% by ABV.
4. In the upper roof terrace area, substantial food shall be available at all times.
5. 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. 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. 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 Brighton & Hove Weights & Measures Officers upon request.
6. An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises. The log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a week. The log book should be kept on the premises and be available for

inspection at all times the premises are open by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence. Any refusals made for alcohol service e.g. underage, will also be recorded in writing and feedback given to staff as relevant.

7. CCTV

(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. 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 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 and remedied as soon as practicable.

c) Public safety

Please see boxes a) b) and e)

d) The prevention of public nuisance

Please see boxes a) b) and e)

e) The protection of children from harm

1. 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 only forms of ID that will be accepted are passports, International EU photo ID cards bearing a hologram or an ultraviolet feature, driving licences with a photograph or proof of age cards bearing the 'PASS' mark hologram. The list of approved forms of ID may be amended or revised with the prior written agreement of Sussex Police, Licensing Authority and Trading Standards without the need to amend the licence or conditions attaching to it. Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.