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Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

See attached

b) The prevention of crime and disorder

See attached

c) Public safety

See attached

d) The prevention of public nuisance

See attached

e) The protection of children from harm

General

The Premises Licence Holder will surrender this licence when he disposes of his legal or equitable interests in the property to anyone other than immediate family members.

Prevention of Crime & Disorder.

1. All customers entering the premises must be over the age of 21 if entering between 20:00 hours and the closing time of the premises on that day, unless prior arrangement has been agreed with the Police Licensing Officer.

2. At least 14 days before any "significant event" is held at the premises, the Designated Premises Supervisor must serve on Watford Police Licensing Unit a Hertfordshire Constabulary approved Risk Assessment Form.

A "significant event" is an event that is: (a) promoted/advertised to the public at any time before the event, and (b) predominantly features DJs or MCs performing to a recorded backing track, and (c) is provided between the hours of 10pm and 4am.

3. The Designated Premises Supervisor shall be responsible for maintain a record for at least 12 months of "Significant incidents" that occur on the premises whilst licensing activities are being provided.

"Significant incidents" to be recorded include (but are not limited to)

- (a) Failure of or faults with the electronic identification system.
- (b) Failure of or faults with the cctv system.
- (c) Refusal of alcohol sales.
- (d) Calls to the police arising from illegal drugs on the premises
- (e) Other matters that may affect the licencing objectives.
- (f) Assaults or other injuries whether or not police or medical assistance is required.
- (g) CCTV & electronic identification system records supplied to Police & Licensing Authority Officers
- (h) Seizures of false identification.
- (i) Records of reasonable requests from authorised officers in accordance with condition.

4. The Premises Licence Holder and/or Designated Premises Supervisor shall co-operate with reasonable requests made by authorised officers of responsible authorities under the Licensing Act 2003 to ensure the licensing objectives are not undermined, providing such requests do not involve additional expenditure.

5. The Premises must implement a "Challenge 25" policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving license or Proof of Age Scheme (P.A.S.S) approved identification before being allowed to enter the premises whilst licensing activities are taking place.

6. The Designated Premises Supervisor shall ensure there is a ratio of at least 1 door supervisor licenced by the Security Industry Authority for every 100 customers on duty at the Premises at all times licensing activities are taking place (unless authorised by Watford Police Licensing Unit otherwise in writing for a particular event)

7. There shall be no more than 250 customers permitted on the premises at any one time whilst licensable activities are being provided.

8. All licenced door supervisors must wear high-visibility clothing of a style & type agreed with the Watford Police Licensing Officer when working at entrances or exits to the premises.

9. There shall be a dispersal policy for the premises agreed with the relevant responsible authorities & approved by an authorised officer of the Licensing Authority.

10. The Designated Premises Supervisor shall be responsible for implementing a dispersal management plan agreed (and revised from time to time) with the Watford Police Licencing Officer & the Licensing Authority. They will also ensure that licensed door supervisors remain on duty outside the Premises for 30 minutes after the Premises close to assist with dispersal of persons from the Premises & the vicinity of the Premises.

11. A Pubwatch radio must be available for use by staff trained in its use at all times the premises are open to the public. The radio will be kept in good working order, monitored by a responsible member of staff & used to report incidents of crime & disorder to the CCTV control room or police.

12. The Designated Premises Supervisor shall maintain a register/log of licenced door supervisors indicating the number licenced door supervisors on duty, their identity, contact details including addresses and phone numbers & the time they were on duty. A copy should be made available immediately upon request to an authorised employee of Hertfordshire Constabulary or the Licensing Officer.

13. Any person found with illegal drugs must be reported to a Hertfordshire Constabulary immediately.

14. Whilst licensable activities are taking place, the toilets at the premises must be checked at least hourly for illegal drug use or supply. A written log of all checks must be kept at the premises for at least 6 months & made available for immediate inspection on the request of an authorised officer of Hertfordshire Constabulary or the Licensing Authority.

15. (1) The Premises Licence Holder or Designated Premises Holder shall install & maintain a comprehensive CCTV system to the satisfaction of an authorised employee of Hertfordshire Constabulary. All entry & exit points must be covered enabling frontal identification of every person entering.

(2) The Designated Premises Licensing Holder shall ensure that the CCTV system shall continually record whilst the premises is open for licensing activities & during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date & time stamping.

(3) Recordings shall be made available immediately upon the request of the police or authorised officer of the Licensing Authority provided such requests are in connection with the prevention or detection of crime. Recordings are to be supplied to in the form of digital download burned onto a DVD, CD or USB.

(4) A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the Premises is open to the public. This staff member shall be able to show Police or an authorised officer to the licensing authority recent data or footage with the minimum delay when so requested.

(5) All faults/defects in the CCTV system must be reported to Hertfordshire Constabulary immediately the fault is discovered. The notification must be made to the Hertfordshire Constabulary non-emergency telephone number 101 & a log number obtained from the Police & recorded in the incident book. The Watford Police Licencing Unit must also be notified as soon as reasonably practicable.

(6) All faults with the CCTV system shall be repaired as soon as possible & in any case within three working days after which time, if the system is still inoperative no licensable activities shall take place without the agreement of Watford Police Licensing Officer & Licensing Authority until the fault is rectified.

16. Alcohol is to be served in polycarbonate, plastic or shatter-proof glasses when notified in writing at least 28 days in advance by Hertfordshire Constabulary.

17. The Designated Premises Supervisor shall ensure that all staff & licenced door supervisors receive training on checking customer identification, & in not serving those under the influence of alcohol and drugs. Records of such training shall be maintained by the Designated Premises Supervisor and made available to an authorised employee of Hertfordshire Constabulary or the Licensing Authority on request.

18. No advertisements of any kind (including placard, poster, sticker, flyer, picture, letter, sign or other mark) is inscribed or affixed upon the surface of the highway, or upon any building, structure, works, street furniture, tree, or any other property, or is distributed to the public, that advertises or promotes the establishment, its premises, or any of its events, facilities, goods or services.

19. The Premises Holder must install the Scannet electronic identification system. All customers must have their identity verified using the system before entry, except at times agreed in advance in writing by the Police Licensing Officer.

Any faults with the electronic system shall be repaired as soon as possible and in any case within two working days after which time, if the system is still inoperative no licensable activity shall take place until the fault is rectified or an alternative system with Watford Police Licensing Officer.

The Designated Premises Officer must ensure that all data recorded on the Scannet system is kept for at least 31 days and not deleted during that period.

Data recorded by the Scannet system shall be made immediately available upon request by the Police provided that such request is in connection with the prevention or detection of crime.

Public Safety.

At least one First Aider trained to deal with problems associated with alcohol and drugs will be on duty when the premises are open for licensable activities.

Prevention of public nuisance.

No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to nuisance.

The Premises Licence Holder shall arrange for notices to be displayed & announcements to be made within the premises requesting that customers leave the premises quietly.

A sound limiting device located in a separate & lockable cabinet from the volume control shall be fitted to any musical amplification system and set at a level determined by & to the satisfaction of an Environmental Health Officer to ensure that no noise nuisance is caused to local residents.

The operational panel of the noise limiter shall then be secured to the satisfaction of an Environmental Health Officer or Licensing Authority Officer.

The keys securing the noise limiter cabinet shall be held by the Premises Licence Holder or authorised manager only, and shall not be accessed by any other person.

The limiter shall not be altered without prior agreement in writing of the Environmental Health Officer.

A system for providing suitable & sufficient air supply and extraction, including air conditioning shall be supplied and maintained in good working order. Any breakdown, which would remove this facility from operation during opening hours, must be notified to the licensing authority as soon as possible.

No more than 50 customers are permitted in the outside smoking area at any one time (unless a different number is agreed in writing in advance with the Watford Police Licensing Officer in consultation with an Environmental Health Officer).

The structure and control of the smoking area (including walls, fences, barriers, lighting and CCTV cameras) is to be of a type and design approved in writing by the architectural liaison officer of the Hertfordshire Constabulary, an Environmental Health Officer and the Local Planning authority.