ANNEX D

Compilation of Police and Licensing Agreed Conditions.

1. The Premises Licence Holder shall install and maintain a comprehensive CCTV system. The system shall cover all entry and exit points from the premises and be capable of allowing the Police to be able to performing frontal recognition of customers who enters the premises. Images recorded shall be retained for a minimum of 31 days and shall be both date and time stamped.

2. A CCTV system covering areas inside and directly outside of the premises should be updated and maintained according to police recommendations with properly maintained log arrangements and recordings/tapes to be kept for a minimum of 30 days.

3. The CCTV system is to comply with GDPR 2018 and must be working and recording correctly when the venue is open to the public.

4. Weekly checks of the CCTV system are to be completed and all details written into a log/diary.

5. A staff member from the venue who is conversant with the operation of the CCTV system must be on the premises at all times that the venue is open to the public. This staff member must immediately be able to show police or local authority officer’s contemporaneous and recent data or footage on request.

6. The Premises are to use all reasonable efforts to provide police and local authority officers with recordings from the CCTV system on request (e.g. by supplying recordings on DVD, CD, tape etc and any software needed to play the footage if necessary)

7. In the event that CCTV breaks down, malfunctions or is not working, any receipts/invoices/correspondence relating to it’s repair or the replacement of parts must be kept on record for at least 12 months.

8. The premises shall prominently display signage informing customers that I.D is required for sales of alcohol and tobacco.

9. The premises shall display signage which informs customers of the presence of the CCTV system and that recording is in operation.

10. All alcohol products sold at the premises shall have the relevant UK duty paid label attached.

11. Invoices, or copies of invoices, for all alcohol purchased for sale at the premises, will be retained and kept at the premises, and made available to officers from the Council, the Police or HMRC, upon request.

12. A stock control system will be maintained, to enable the licensee and designated premises supervisor to quickly identify where and when alcoholic product have been purchased.

13. An ultra-violet light will be available at the premises and will be used for the purpose of
checking the UK Duty Stamps on spirits as soon as practicable after purchase. The
suppliers of any spirits that do no fluoresce under ultra-violet light shall be notified to the
Council’s Trading Standard and HMRC

15. An incident log or logs shall be maintained and kept at the premises; the logs shall record
the following:
• Crimes reported
• Complaints received
• Incidents of disorder
• Seizures of weapons or drugs
• Faults with the CCTV system
• Alcohol refusals
• Visits from relevant authorities or emergency services
Such log shall be available to a Police Officer or Officer of Lambeth Council upon request.

16. The premises shall join the Business Crime Reduction Partnership (BCRP) within two weeks
of the premises licence being granted.

17. The premises shall not sell ales, beer, lager or cider or similar above 6% ABV (Alcohol By
Volume).

18. Any cans or bottles of ales, beers, lagers, cider or similar will be sold in a minimum of 4.
19. There will be no sale of white cider in bottles larger that 750ml at the premises.

20. No paper or plastic cups will be kept behind the counter, and they are not to be sold or
given away with alcohol.

22. No open vessels containing alcohol shall be allowed off the premises.

23. The venue will not sell/ supply of miniature bottles of spirits of 50ml or less.

24. There shall be no sale of cider in vessels over 1 litre.

25. All spirits and liqueurs are to be located behind the counter.

26. Signage shall be displayed at the exit of the premises requesting customers leaving the
premises to do so quietly so as not to disturb nearby residents.

28. Two (2) members of staff will be present at the venue at all times open the public and
licensable activities are taking place.

29. A personal licence holder is to be on the premises at all times that the premise are open to
the public and licensable activities are taking place.

30. A policy shall be employed at the premises requiring the production of ‘Proof of Age’ for any
sale that takes place where there is suspicion that the customer may be under 25 (Challenge
25 Scheme). The following are the only forms of identification that will be accepted by the
shop staff: -
   a. A photo driving licence.
b. A valid passport
c. A PASS proof of age card.
d. If any doubt exists about whether a person has attained the age of 18 the sale will be refused.

31. The list of approved identification may be amended or revised from time to time in accordance with guidance issued by the Secretary of State or with the Police and Lambeth Council.

32. Signage advertising the aforementioned proof of age scheme shall be prominently displayed throughout the premises with a particular emphasis on the alcohol display area and checkout locations.

33. All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. This shall take place every 6 months.

34. Induction training must be completed prior to any sales being made by an individual and company refresher training shall be provided at least every eight weeks.

35. All such training is to be fully documented and signed by not only the employee but the person delivering the training. Training records shall be kept at the premises and made available upon request to either Police Officers or an authorised Officers of Lambeth Council.

36. All Records shall be retained at the premises for a period of no less than 12 months and made available to responsible authorities on request.

37. Outside of the hours authorised for the sale of alcohol and whilst the premises are open to the public, the licence holder shall ensure that all alcohol within the premises (including alcohol behind the counter) is secured in a locked store room or behind locked grilles, locked screens or locked cabinet doors so as to prevent access to the alcohol by both customers and staff.

38. The Premises Licence Holder will work with People Force International, or similar agency and carry out checks on staff on the Home Office website to verify identification, visas and right to work documentation. Records will be kept and copies of any such documentation will be kept at the premises and will be made available to Police, Immigration, or Council Officers on request.

39. No new member of staff will be able to work at the premises (including any trial period) unless they have provided satisfactory proof of identification and right to work documentation.

40. All documents for members of staff will be retained for a period of 12 months post termination of employment, at the premises and will be made available to Police, Immigration, or Council Officers on request.
41. The following named persons are to have no connection with the premises and will not be permitted to work there in any capacity: Mazar Iqbal Khan, Umair Naeem, Tariq Mahmood and Tanveer Hasham.