

## **PROPOSED Schedule of conditions for Supersave**

1. The premises licence holder shall ensure that the areas outside the premises are monitored regularly to ensure that any persons loitering outside the premises disperse quickly and do not congregate.
2. The premises licence holder shall ensure that no alcohol purchased from the premises is consumed in the near vicinity.
3. The premises licence holder shall ensure that reasonable and adequate staff training shall be carried out and properly documented in relation to:
  - (i) dealing with incidents and the prevention of crime and disorder;
  - (ii) the premises duty of care;
  - (iii) the responsible sale of alcohol (i.e. how to refuse a sale, preventing sales to underage persons or persons over 18 purchasing for underage persons, recognising signs of drunkenness) prior to being allowed to sell alcohol; and
  - (iv) that within six weeks of any appointment of a member of staff, as a salesperson, they receive adequate training to Responsible Alcohol Retailing standards or equivalent.
  - (v) Hours and conditions of the premises licence.
4. The premises licence holder shall ensure that refresher training shall be completed every six months for all relevant staff.
5. The premises licence holder shall ensure that documented records of training completed shall be kept for each member of staff so trained and records shall be retained for no less than 12 months and made available for inspection to police and authorised officers of Brent Council upon request.
6. The premises licence holder shall operate a 'Challenge 25' scheme at the premises whereby anyone who appears to be under the age of 25 shall be asked to provide proof of age that he or she is over 18. Proof of age shall only comprise of a passport, a photo-card driving licence or an industry approved proof of age identity card.
7. The premises licence holder shall ensure that notices shall be displayed in the premises, advising;
  - CCTV is in operation
  - a 'Challenge 25' scheme operates in the premises
  - 'No proof of age – no Sale'
  - Patrons should respect the needs of local residents and leave the area quietly
  - The hours' licensable activities may take place
8. The premises licence holder shall ensure that high strength beers/lagers/ciders (over 6.5%) will not be displayed on the shop floor. An agreed list of premium beers/lagers/ciders over 6.5% will be kept behind the servery/counter. Spirits, champagne and high value alcoholic goods will also be displayed behind the counter.

9. The premises licence holder shall ensure that miniature bottles of spirits, 5cl or less, will not be sold.
10. The premises licence holder shall ensure that any persons highlighted by the police as a 'street drinker' and any person who is known as or appears to be a 'street drinker', shall not be sold alcohol.
11. The premises licence holder shall ensure that a 'drop-top' safe or other security product is installed in a covert position in order that excess cash is removed periodically from the till.
12. The premises licence holder shall ensure that any refusals of sale of age-related products are recorded in a refusals log. The log should show:
  - (i) the date and time of the refusal;
  - (ii) the product(s) attempted to be purchased;
  - (iii) a description of the customer; and
  - (iv) the name and signature of the staff member who made the refusal.
13. The premises licence holder shall ensure that the refusals log shall be checked and signed monthly by the designated premises supervisor or premises licence holder. The refusals log shall be made available for inspection upon reasonable request to police or a local authority officer.

**Additional conditions from Esther Chan** (Licensing Inspector, Planning, Transportation & Licensing-Brent Council)

14. The premises licence holder shall ensure that the designated premises supervisor (DPS) shall attend a formal training course on - avoiding under-age sales/responsible alcohol sales, such as the National Certificate for DPS or the BIIAB Award for Responsible Retailing; to provide evidence of attendance if requested.
15. The premises licence holder shall ensure that an incident log shall be kept at the premises, and made available for inspection on request to an authorised officer of Brent Council or the Police, which will record the following:
  - (a) all crimes reported to the venue
  - (b) all ejections of patrons
  - (c) any complaints received
  - (d) any incidents of disorder
  - (e) any faults in the CCTV system
  - (f) any refusal of the sale of alcohol
  - (g) any visit by a relevant authority or emergency service.