

## Premises Licences Basic Conditions

Below is a list of basic conditions that may be appropriate to attach to a premises licence upon application/variation. Different licences require different conditions, and there will be many conditions not included on this list that may be requested by Licensing Officers or consultees.

<b>Condition</b>	<b>Purpose</b>
A CCTV system will be fitted, maintained and in use at all times whilst the premises are open. The CCTV images will be stored for 30 days and police and authorised officers of the council will be given access to images for purposes in connection with the prevention and detection of crime and disorder. Members of the management team will be trained in the use of the system	Ensures that any incidents can be investigated appropriately by the Police and Licensing. Used in prevention of crime and disorder and can be applied to any premises where members of the public will attend. The CCTV can also cover outside areas and toilet facilities, if deemed necessary.
A Challenge 25 (or higher age) policy will operate within the licensed premises, with signs predominantly displayed close to every entrance to the premises and at each bar area where the sale of alcohol may take place	Prevents sale of alcohol to under-18s. This should be applied to every premises selling alcohol.
All incidents, such as refusals to sell alcohol, shall be recorded in an incident and refusals book which must be kept on the premises for a period of not less than 12 months. The book shall be made available for inspection by any Authorised Officer from the Police and Licensing Authority	Incident books help the premises licence holder, Police and Licensing Authority monitor any issues at the premises. Applicable to any premises with alcohol sales.
Training for any staff employed and refresher training every 6 months on Challenge 25 policy, licencing issues and noise management plan. All to be recorded and made available to the Police and Licensing officers on request	Ensures that all staff at a premises receive training and are aware of all policies and procedures in place with regard to safeguarding. Applicable to any premises.
Employ SIA (Security Industry Authority)-registered door supervisors when licensable activities take place / at reasonable times	To prevent admission and ensure departure of drunk and disorderly persons; keep out excluded individuals; search persons suspected of carrying drugs or offensive weapons, and maintain order outside the immediate venue. Most applicable for large premises such as nightclubs or Town Centre premises.
Any drinks consumed outside to be in plastic drinking vessels	Prevents glasses and bottles being used outside, which could lead to crime and disorder. Applicable to pubs and nightclubs with outside drinking areas, especially Town Centre.
No customers will be admitted or permitted to leave when carrying open or sealed bottles or glasses	Ensures that only alcohol purchased on premises can be consumed. Prevents use of super-strength alcohol and crime and disorder. Applicable to pubs and nightclubs, especially Town Centre.

Consumption of alcohol is restricted to the areas identified on the plan attached to the operating schedule	For premises where alcohol may be served and consumed in only one part of the premises, this serves as a protection for any parts without alcohol. Premises with unattended under-18s would benefit from this.
No more than 'x' number of people shall occupy the premises at any one time	For premises where the number of people in a venue could lead to concerns about noise/risk to life, maximum capacity can be applied where deemed necessary.
A contractual agreement will be made between the premises licence holder and any third-party couriers to guarantee Challenge 25 will be in place for all alcohol deliveries. If the customer is unable to provide evidence that they are 18 or over the alcohol will not be handed over and will be returned to the licence holder, where the customer can make alternative arrangements for redelivery/collection if necessary	For premises that deliver alcohol, this ensures that age verification checks are made at every stage. If the alcohol is delivered to a child, the licence holder is ultimately responsible, so it is in their interest to provide evidence of this agreement before the licence is granted.
The Noise Management Plan will be strictly adhered to	Ensures agreements made with Environmental Health with regard to noise are enshrined in the licence. Useful for any late-night premises in residential areas, and could be requested by Environmental Health, who will work with the applicant to create the Noise Management Plan.
Monitoring of noise levels at the perimeter of the property to be made on a regular basis and recorded and made available on request of Police or Licensing officer	This may be part of the Noise Management Plan, but this can be added separately as well. This ensures that noise levels do not become too loud and disrupt locals.
All doors and windows must be kept closed while regulated entertainment is taking place at the premises, other than entrance and exit doors while being used for access or egress	Another measure to ensure noise disruption is minimised, this is applicable to larger venues near residential areas.
No deliveries between xx:xx hours and xx:xx hours	For premises in residential areas, this prevents locals being disrupted by deliveries from suppliers at irresponsible hours.
A notice to be displayed at all exits advising customers to leave quietly	For premises in residential areas, this prevents locals being disrupted by customers leaving.
There shall be a zero-tolerance policy in relation to drugs at the premises and there shall be regular checks by management to prevent the use of drugs by patrons. Drugs seized shall be stored securely and handed to the Police	For any premises where drugs could be used or suspected to be used, this prevents crime and disorder.
Persons under the age of 18 years are not permitted after 20:00 hours unless accompanied by a responsible adult and attending a pre-booked family type function or dining	Prevents children from coming into contact with alcohol, mainly for premises with multiple uses that include alcohol sales.

<p>The Designated Premises Supervisor or a personal licence holder must be in attendance at the premises when any organised event, over and above normal day to day operations, takes place.</p>	<p>For any premises that hosts large events, this ensures that the person ultimately responsible for alcohol sales, the DPS, is in attendance.</p>
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