

Licensing Act 2003

Application for the grant of a premise licence

Proposed Operating Schedule Conditions re:

Boho One, Gosford Street, Middlesbrough

GENERAL

Functions and events held at the premises will be for private corporate guests only and not open to the public

THE PREVENTION OF CRIME AND DISORDER

- A digital Closed Circuit Television System (CCTV) will be installed and maintained in good working order and be correctly time and date stamped.
 - The system will incorporate sufficient built-in hard-drive capacity to suit the number of cameras installed.
 - CCTV will be capable of providing pictures of evidential quality in all lighting conditions, particularly facial recognition.
 - Cameras will encompass all ingress and egress to the premises, and all areas where the sale/supply of alcohol occurs.
 - The system will record and retain CCTV footage for a minimum of 31 days
 - The system will record for 24 hours a day.
 - The system will incorporate a means of transferring images from the hard-drive to a format that can be played back on any desktop computer.
 - The Digital recorder will be password protected to prevent unauthorised access, tampering, or deletion of images.
 - Upon receipt of a request for a copy of CCTV footage from Police, Licensing Officers or any other Responsible Authority, the member of staff will produce the footage within 24 hours or less if urgently required for investigations of serious crime.
 - CCTV footage must be made available to be viewed by the Police, Licensing Officers or other Responsible Authorities on request during an inspection of or visit to the Premises
- An incident book must be kept at the Premises and always maintained up to date (no later than 24 hours after the incident) at all times and will record the following:
 - Time date and details of all incidents/complaints of crime and disorder or anti-social behaviour
 - All crimes reported to the venue
 - All ejection of patrons
 - All seizure of drugs or offensive weapons
 - Any faults in the CCTV system, searching equipment or scanning equipment
 - Any visit by a relevant authority or emergency service
- The incident book must be made available to Police, Licensing Officers and all other Responsible Authorities on request or during an inspection.
- A "Challenge 25" policy will be in place at the premises. Staff will require ID in the form of a current passport, photo card driving licence or PASS hologram identity card or Ministry of Defence Form 90 identification cards from any customer who appears to be under the age of 25 and verify the customer is over the age of 18 before any sale of alcohol is made

- Training in relation to Challenge 25, under age sales, sales to adults on behalf of minor (proxy sales), sales to intoxicated persons, refusals registers, incident records and all other conditions on the Premises Licence must be provided and undertaken by all members of staff (whether paid or unpaid) before he / she makes a sale, supply or delivery of alcohol and at least every six months thereafter.
- Documented training records must be completed in relation to the above and will include the name of the member of staff trained, date, time and content of the training. The record must be signed by the member of staff who has received the training, the Designated Premises Supervisor/ Premises Licence Holder or external training providers.
- The documented training records must be kept at the premises and made available to the Police, Licensing Officers and all other Responsible Authorities on request or during an inspection.
- A refusals register must be kept at the Premises and maintained up to date at all times recording the date time, type of product refused, reasons for every refusal to sell alcohol to a customer and the name and signature of member of staff refusing the sale. The refusals record will be made available to the Police, Licensing Officers and all other Responsible Authorities on request or during an inspection.
- The Premise Licence Holder/Designated Premises Supervisor must monitor the refusals register monthly and must sign and date the register to confirm when this has been completed.
- The refusal register must be made available to the Police, Licensing Officers, and all other Responsible Authorities on request or during an inspection.

THE PREVENTION OF PUBLIC NUISANCE

- Notices will be displayed at all exits requesting customers to leave the premises and the area quietly.
- The external terraces will not be used after 23:00 hrs
- Bottle bins will not be emptied between the hours of 20:00 and 08:00 Monday to Saturday and 20:00 and 10:00 on a Sunday

PROTECTION OF CHILDREN FROM HARM

- Children will not be allowed on the premises unless accompanied by a responsible adult.
- Children will not be permitted on the premises after 22:00hrs
- A challenge 25 Policy will be in place at the premises. There will be a minimum of four notices/posters displayed in prominent positions inside the premises informing customers that a challenge 25 policy is in place
- There shall be a minimum of four notices displayed on the premise indicating that the sale of alcohol to those under the age of 18 is illegal and that those adults who buy alcohol for immediate disposal to those under the age of 18 are committing an offence.