

**XO Lounge, 52 Thornhill Road, Streetly,
Sutton Coldfield, Staffordshire, B74 3EN**

**** In agreement with the applicant the premises will not trade past 0200 hours daily and could the licensable hours reflect this. Alcohol will only be served until 0130 hours daily ****

Prevention of Crime & Disorder

CCTV must be installed and operating correctly to manufacturers instructions internally and externally and must cover all public areas where licensable activity takes place whilst the premises is open to the public. This must include all areas that smokers are allowed to congregate. The picture must be clear enough to identify people's facial features.

The time and date must be set to the correct time relating to BST/GMT

A competent trained person in the use of and operation of the CCTV must be in attendance at the premises at all times that licensable activities take place and be able to fully operate the CCTV system to be able to download at the time of the visit in a recognised format any information requested by the Police or Responsible Authority

All CCTV images must be retained for a period of not less than 31 days and any evidential incidents must be downloaded and stored in a secure system until such time as collected by an appropriate authority.

Clear signage must be displayed at all entrance and exits indicating that CCTV is in operation.

An incident register of all occurrences and ejections from the premises must be maintained at the premises and any details of any incidents of crime or disorder or misuse of drugs offences must be recorded. The register must be produced and made available at the time of the visit for inspection upon request by any responsible authority.

All persons involved in the sale of alcohol who are not the holder of a Personal Licence to sell alcohol must receive initial and regular 12 monthly refresher training by the Designated Premises Supervisor or training provider with regards to the law in relation to the sale of alcohol. Such training must be recorded and up to date training records of all such persons must be maintained at the premises and

produced and made available for inspection at the time of the visit by a responsible authority. There must be twelve months records retained.

Both initial and subsequent refresher training in relation to the sale of age restricted products must contain a written test to be undertaken by the staff member and this record must be signed and dated by both the member of staff and the designated premises supervisor. Prior to an event where licensable activity is to take place there must be a written risk assessment which must include the need for door supervisors and where door supervisors are not used the rationale for that decision must be recorded. These risk assessments must be retained for 12 months and made available at the time of the risk to any Responsible Authority.

Where licensable activity is to take place past 2300 hours there must be a written risk assessment which must include the need for door supervisors and where door supervisors are not used the rationale for that decision must be recorded. Risk assessments must be retained for 12 months and made available at the time of the visit/upon request to any Responsible Authority.

A written record must be kept on the premises by the Designated Premises Supervisor of every person employed on the premises as a door supervisor in a register kept for that purpose. That record must contain the following details:

- The door supervisor's name, date of birth and home address
- Their security Authority licence number
- The time, date they start and finish duty
- Each entry must be signed by the door supervisor

Yellow Hi visibility clothing must be worn by all door supervisor's whilst on duty

Where an external door company is used the register must also include the company name, address and contact number.

The register must be kept fully updated at all times and remain at the licensed premises and be available for inspection at the time of the visit by any Responsible Authority.

A risk assessment for all Fridays, Saturdays, Sundays before a Bank holiday, Christmas Eve and New Year's Eve must be completed and must include consideration for the need for door supervisors and where door supervisors are not utilised the rationale for that decision must be recorded. This assessment must be made available at the time of the visit by a responsible authority and must be retained for a period of 12 months.

Public Nuisance

A notice advising customers to leave the premises quietly and respect the needs of residents must be displayed at each of the exits of the premises.

Public safety

No persons will be permitted to take any opened vessels containing any alcoholic/non alcoholic drinks from the boundaries of the premises.

Protection of Children from Harm

The premises must operate a Challenge 25 policy and all staff must receive training in relation to the scheme. The only acceptable forms of identification being a passport or photo card driving licence bearing a holographic mark or other form of identification bearing the customers photograph , date of birth and the proof of age standard scheme (or similarly accredited scheme) hologram.

Challenge 25 signage must be displayed at the entrance to the premises and at the cash till payment areas.

A refusals register with details of all refusals must be maintained at the premises. The register must contain details of the staff member refusing the sale and must be checked on a monthly basis by the Designated Premises Supervisor and signed and dated by the Designated Premises Supervisor.

The refusals register whether paper or electronic must be produced and made available for inspection at the time of the visit by any Responsible Authority.

I agree to all the above conditions forming part of the premises licence in respect of XO Lounge, 52 Thornhill Road, Streetly, Sutton Coldfield, Staffordshire, B74 3EN

Signed:

Position:

Date:

