

Appendix A

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Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Please see the attached Annex A which follows at the end of this application form. As I am uploading a brochure, the consent form will also follow at the end of this application form, as there was not enough boxes to allow me to upload everything separately.

b) The prevention of crime and disorder

Please see the attached Annex A which follows at the end of this application form. As I am uploading a brochure, the consent form will also follow at the end of this application form, as there was not enough boxes to allow me to upload everything separately.

c) Public safety

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d) The prevention of public nuisance

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e) The protection of children from harm

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ANNEX A
THE BRIGHTON ZIP
DALTONS BASTION, MADEIRA DRIVE
BRIGHTON BN2 1EN

1. The sale of intoxicating liquor and other beverages shall be waiter/waitress service for consumption by persons seated at tables.
2. Substantial food shall be available at all times.
3. The licensable activities authorised by this licence and provided at the premises shall be ancillary to the main function of the complex as a zip wire (incorporating a coffee shop and ice cream parlour).
4. (a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises. The system shall be on and recording at all times the premises licence is in operation. (b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times. (c) CCTV footage will be stored for a minimum of 31 days (d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime. (e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. (f) Subject to GDPR guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Sussex Police) for the police without difficulty or delay and without charge to Sussex Police. (g) Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable. (h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.
5. The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram. The list of recommended forms of ID may be amended or revised with the prior written agreement of Sussex Police, the Licensing Authority and Trading Standards without the need to amend the licence or conditions attaching to it.
6. Signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.
7. (a) The Premises Licence Holder shall ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products: *The lawful selling of age restricted products *Refusing the sale of alcohol to a person who is drunk*Refusing the sale of alcohol for consumption off the premises to people who may have alcohol dependency issues (b)Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented. (c)All such training undertaken by staff members shall be fully documented and recorded. All training records shall be made

available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.

8. The premises will become a member of the Business Crime Reduction Partnership or similar scheme approved by the Licensing Authority. The scheme must operate, subject to local coverage, radios and additionally an exclusion/banning scheme of named individuals within both the day and night time economy.

9. (a) An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises. The log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a week. (b) The log book should be kept on the premises and be available for inspection at all times the premises are open by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence. (c) Any refusals made for alcohol service e.g. underage, will also be recorded (either in electronic or written form) and feedback given to staff as relevant. The log will be kept for a minimum of twenty four (24) months.

10. At the end of the night a written crowd management procedure/dispersal policy shall be designed and implemented to ensure that there is a wind down period prior to the premises closure and customers are advised accordingly. This will be agreed with Sussex Police to prevent groups gathering, engaging in altercations and persons remaining in the vicinity of the premises.

11. SIA licensed door supervisors shall be employed on any other occasions when a requirement is identified by the licence holder's written risk assessment or requested by Sussex Police in writing at least 48 hours in advance. The written risk assessment will be reviewed at least once every calendar year. The written risk assessment will take into account information or guidance offered by the police, and also taking into account busy periods such as Bank Holidays, Season Variations and other City Centre Events e.g. Pride. The written risk assessment will be available on the premises for inspection by police and authorised officers of the Licensing Authority.

12. The maximum capacity of the premises, excluding staff, shall be 250.

13. A Personal licence holder will be contactable all times during sales of alcohol.

14. There shall be no promotions aimed at university students.

