

APPENDIX A

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

The premises fall within the Cumulative Impact Area. However, the application submitted falls within the Council's core hours for licensable activities as set out in the Statement of Licensing Policy. The Policy also refers to encouraging diversity. The Marwood Cafe is independently owned and is an established business that already promotes diversity and attracts customers from a wide-ranging age group. The granting of a premises licence will enable the owner to enhance the experience to customers by being able to offer musical and other entertainment, late night refreshment as well as alcoholic drinks to an existing customer base.

Staff will continue to be trained in all aspects of regulatory compliance as well as in promoting the four licensing objectives.

The supply of alcohol for consumption off the premises will be limited to the courtyard area or an area approved for use by virtue of a pavement licence or similar permission.

b) The prevention of crime and disorder

Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System, operated and maintained throughout the premises internally and externally to cover all public areas (not including the public toilets), including the entrance to the premises. The CCTV cameras and recording equipment must be of sufficient quality to work in normal lighting levels inside the premises at all times. CCTV footage will be stored for a minimum of 28 days and 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. The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. 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 for the police without difficulty or delay and without charge to Sussex Police. Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable

Substantial food will be available at all times.

The premises will employ a mobile support unit to provide round the clock emergency security cover, where all personnel carrying out security will be registered with The Security Industry Authority.

The premises will become members of the BCRP (Business Crime Reduction Partnership) whilst it is in existence or other similar body.

Employees will not leave exposed glass bottles outside of the premises on the pavement in front of the premises (rubbish and recycling bins etc).

Customers will not be permitted to take drinks outside of the premises onto the pavement and beyond.

c) Public safety

The premises licence holder will comply with relevant health and safety as well as fire safety legislation

d) The prevention of public nuisance

Notices shall be displayed both within the premises and in the enclosed yard asking customers to respect the needs of local residents

When regulated entertainment is taking place, the premises licence holder shall undertake regular checks to ensure that no noise nuisance is being caused

A smoking management plan shall be drafted and submitted to the Environmental Health Officer for approval

e) The protection of children from harm

The premises will adopt a 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 only ID that will be accepted are valid passports, photographic driving licenses or proof of age cards bearing the 'PASS' mark hologram. The list of approved identification may be amended or revised with the prior written agreement of Sussex Police and the Licensing Authority without the need to amend the actual licence.

Suitable and sufficient signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.

All staff members engaged in selling alcohol on the premises shall receive the following training on the responsible sale of alcohol, the training shall specifically include the sale of alcohol to those already drunk and to those under the age of eighteen years:

The Premises Licence Holder will ensure that all staff members engaged in selling alcohol on the premises shall receive induction / initial training on the responsible selling of alcohol prior to taking up the sale of alcohol, including the responsible retail sale of alcohol and not selling alcohol to underage persons and street drinkers/intoxicated persons.

There shall be verbal reinforcement/refresher training thereafter at intervals not to exceed four calendar months, with the date and time of the training documented .

All responsible sale of alcohol training undertaken by staff members shall be fully documented and recorded. All training records shall be kept on the premises and made available to Sussex Police and Local Authority staff, upon request.

No under 18s will be permitted on the premises after 21:00.