

**Conditions agreed with North Yorkshire Police**

1. A colour digital CCTV system shall be installed to cover the premises and be operational and recording at all times when licensable activities take place and at any other times where members of the public are present on the premises, it will include all areas (including outside areas), where the public have access to consume alcohol.
  - The CCTV system must be capable of providing clear images of evidential value.
  - The CCTV equipment shall have constant time/date generation which must be checked on a daily basis for accuracy.
  - The CCTV system recordings must be kept for a minimum of 31 days.
  - North Yorkshire Police or a Responsible Authority (as defined in the Licensing Act 2003) may at any time request a recording as part of an investigation into a suspected criminal offence. This should be complied with within 24 hours of the request being made. The terms of this condition are subject to GDPR requirements in relation to the provision of personal data.
  - It is the responsibility of the management to ensure that there are sufficient members of staff available during the hours of operation to be able to download evidence from the CCTV system at the request of the police or responsible authority.

2. An incident / refusals log (whether recorded separately by electronic means or a sequential day to day diary) will be kept at the premises and made available on request to an authorised officer or the police which will record the following:

- all crimes relating to the venue
- any complaints received regarding crime and disorder
- any incidents of disorder
- any faults in the CCTV system
- any refusal of sale of alcohol
- any visit by a relevant authority of emergency service

with such records being kept for a minimum of one year. [For the avoidance of doubt, the one-year period relates to each respective entry in the log book and runs from the date of that particular entry];

3. The premises shall operate a challenge 25 policy. The only acceptable proof of age identification shall be a current Passport, photo card Driving Licence, Military ID card, or identification carrying the PASS logo (until other effective identification technology e.g thumb print or pupil recognition, is adopted by the Premises Licence Holder or any other form of identification agreed with the Licensing Section of North Yorkshire Police)

4. A documented staff training programme shall be provided to members of staff involved in the sale of alcohol at the premises in respect of the:-

- age verification policy;
- retail sale of alcohol
- conditions attached to the Premises Licence;
- permitted licensable activities;
- the licensing objectives; and
- opening times for the premises.

with such records being kept for a minimum of one year. [For the avoidance of doubt, the one-year period relates to each respective entry in the logbook and runs from the date of that particular entry]. Refresher training will be undertaken every 12 months.