

APPENDIX C

Operating schedule as currently agreed between applicant, Licensing, and Avon and Somerset Constabulary

- 1) The external bar servery must only operate for the sale and supply of alcohol from 11:00h until 23:00h on any day.
- 2) The external bar must be supervised at all times when in use.
- 3) The external bar must be inaccessible to customers when not in use, to ensure that they do not have access to any alcohol.
- 4) An incident and refusals log ('the log') must be kept and maintained at the premises and all incidents and refusals of sales of alcohol must be recorded in it. As a minimum, the log must record the date and time of the incident/ refusal, the name of the person making the entry, the nature of the incident/ refusal and any actions taken. This log must be available to Police or Council Officers on reasonable request. Relevant offences must be reported to Police in good time.
- 5) A dispersal policy ('the policy') must be implemented to ensure that, as far as practicable, customers leaving the premises at the end of each night's trading session do so quickly and quietly. The policy must be disseminated to staff as required to ensure that it is properly implemented and a copy kept at the premises for inspection by licensing or other responsible authority officers on reasonable request.
- 6) A sign must be displayed at each exit from the premises asking customers to respect the rights of nearby residents not to be disturbed.
- 7) A Challenge 25 policy must operate in the premises in relation to the sale of alcohol. The only type of identification that will be accepted is a photo driving licence, passport, PASS (Proof of Age Standards Scheme) or accredited Military identification cards. All staff must be aware of the law regarding the refusal of service to any person who is drunk or is underage and must be aware of how to seek ID from anyone who appears to be underage. Challenge 25 posters must be displayed.
- 8) All employees involved in the sale of alcohol, must receive training on commencement of employment, with regards to preventing the sale of alcohol to persons who are under the required age and proxy sales. This training must also include refusals to persons who are intoxicated. This training must be documented and signed for by employees to acknowledge that they have received this training. All employees must receive refresher training every six months. Records must be made available for inspection by the Police & Licensing Authority.