

Zhulin Hidden Village – Suggested Conditions

The licensable activity permitted by this licence shall only cover events for one day per week on either the Friday, Saturday or Sunday. Other than ticketed events, the premises will not open for licensable activity.

Any event which includes licensable activity covered by this licence shall be ticketed, with any patrons having to purchase tickets prior to the commencement of the event.

Any licensable activity for events that begin on a Sunday, shall cease at 1am except for those days which precede a Bank Holiday.

The premises must maintain a comprehensive CCTV system. All entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Local Authority or Police Officer throughout the preceding 31 day period.

A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are carrying out licensable activity. This staff member must be able to show a Local Authority or Police Officer recent data or footage when requested.

There shall be a personal licence holder on duty on the premises at all times when the premises are authorised to sell alcohol.

Whilst carrying out licensable activity, the premises shall prominently display signage at all entrances informing customers:-

- All persons entering this premises are liable to be searched. Agreement to search is a condition of entry. If persons do not consent entry will be refused
- Police may be called if drugs or weapons are found.
- CCTV is in operation throughout these premises and is made available to the police.
- Any person found carrying weapons or illegal drugs will be permanently excluded and the police will be informed.
- Management reserve the right to refuse entry.

A minimum of 2 SIA registered door staff, shall be employed on the premises from 22:00hrs when the premises are open for licensable activities. SIA Door staff shall be present until all patrons have left the premises. SIA door staff must be employed by an Accredited Contractor Scheme (ACS) registered company.

A register of security personnel employed on the premises shall be maintained in a legible format and made available to police upon reasonable request. The register should be completed by the DPS/ duty manager/ nominated staff member at the commencement of work by each member of security staff and details recorded should include; full name, SIA badge number, time of commencement and completion of duties. The security operative should then sign their name.

When SIA staff are on duty, all persons entering or re-entering the premises shall be searched by an SIA trained member of staff and monitored by the premises CCTV system.

SIA licensed door supervisors shall be on duty and clearly visible outside the entrance of the premises from 00:00 until close, whilst it is carrying out licensable activity.

All staff engaged outside the entrance to the premises, or supervising or controlling queues shall wear high visibility yellow jackets or vests.

A register of security personnel employed on the premises shall be maintained in a legible format and made available to Police or Local Authority Officers on request. The register should be completed by the DPS/Duty Manager at the commencement of work by each member of security staff and details recorded should include:

- Full name
- Badge number
- Time of commencement of duties
- Security Operative to sign their name against these details

At the commencement of work, security personnel should ensure that they are recorded on the CCTV system and that a clear head and shoulders image showing their face clear of any hat, glasses or other obstruction is recorded.

All persons entering or re-entering the premises shall be searched by an SIA trained member of staff and monitored by the premises CCTV system whilst the premises is carrying out licensable activity.

Any designated queuing area shall be enclosed within appropriate barriers to ensure that the footway is kept clear.

Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

Patrons permitted to temporarily leave and then re-enter the premises e.g to smoke shall not be permitted to take drinks or drink containers with them.

Notices shall be displayed in an area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.

A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open for licensable activity.

A currently qualified first aider must be employed on the premises at all times that the premises are carrying out licensable activity. The venue will also provide first aid facilities commensurate with the type of event and customers expected.

There shall be no admittance or re-admittance to the premises after 02:00, apart from temporarily entering a designated smoking area outside the premises.

An incident log shall be kept at the premises, and made available on request to an authorised Local Authority or Police Officer, which will record the following:

- a) all crimes reported to the venue
- b) All ejections of patrons
- c) any complaints received
- d) any incidents of disorder
- e) All seizure of drugs or offensive weapons
- f) any faults in the CCTV system, searching or scanning equipment
- g) any refusal of the sale of alcohol
- h) any visit by a relevant authority or emergency service

Polycarbonate/plastic/toughened glass drink ware is to be used by **all** persons. All alcoholic and soft drinks are to be decanted by premises staff into such drink ware at the point of sale.

The premises shall have a written dispersal policy All staff shall be knowledgeable of this policy and able to enforce it.

The Licence holder shall take all reasonable steps to ensure that any customers loitering outside the premises disperse quickly and do not congregate.

The premises Licence Holder and/or Designated Premises Supervisor shall keep up to date policies and staff training records in relation to the following: Requirements of the challenge 25 scheme, drugs, identification & recognition of drunks, identification recognition and responsibilities of dealing with vulnerable persons. Staff must be trained in the correct procedures to be followed when refusing service and safety initiatives such as 'Ask Angela' Regular training must be provided to all staff at least every six months, and a record of the training will be maintained for at least twelve months.