

NOT PROTECTIVELY MARKED

West Mercia Police are in receipt of an application for a new premises licence for a location to be called **Cellar Door, 25 Widemarsh Street, Hereford.**

The application is for the licensable activities of the sale/supply of alcohol, late night refreshment and regulated entertainment.

The applicant seeks to specify the designated premises supervisor (DPS) as Lauren WARING (who is also the applicant)

West Mercia Police do not object to this application.

It is recognised that the location is within the area designated as part of Herefordshire Councils licensing policy cumulative impact zone (CIZ). The CIZ is a special policy and seeks to control/manage the number of licensed premises within a particular area due to the concentration of premises and the high level of crime and disorder associated with them. The applicant has recognised this policy and has made submissions that promote the licensing objectives and further do not undermine the CIZ

When reviewing this application West Mercia Police have considered its impact on the CIZ. The location for the venue is currently vacant and has not been a licensed premises in the past (albeit it was in the early nineteenth century). It is in an area where there are 4 other licensed venues that are part of the late night economy of the city, and in addition a further venue has been licensed in recent months to operate within the same area and as part of the CIZ. This new premises is primarily to operate as a restaurant with facilities for music and alcohol sales.

The applicant has submitted steps to promote the licensing objectives. It is the view of West Mercia Police that they are sufficient. However to ensure clarity and promotion of the licensing objectives, the police have the following submissions

1. CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition. Cameras shall encompass all ingress and egress to the premises, fire exits, outside areas, and all areas where the sale/ supply of alcohol occurs. Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand. The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in recordable media format, an authorised Herefordshire Trading Standards Officer or the Local Authority on demand. The Recording equipment and tapes/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded. In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police on contact number '101' immediately
2. The DPS will employ SIA doorstaff at times when risk assessment dictates door supervision to be necessary.
3. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose, shall maintain a register of door supervisors which shall be kept on the premises showing

the names and addresses of the door supervisors, their badge numbers and shall be signed by the door supervisors as they commence and conclude duty. The register shall be made available on demand for inspection by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), or the Police or an authorised officer of the SIA.

4. An incident log must be kept at the premises. Incident log records will be retained for a period of 12 months from the date it occurred. It will be made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Herefordshire Trading Standards Officer or the Police, which must 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) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol
- (h) any visit by a relevant authority or emergency service

5. All bar staff engaged in the sale of alcohol to be trained in Responsible Alcohol Retailing to the minimum standard of BIIAB level 1 or any other training recognised and agreed with Trading Standards. All new staff shall be trained within one month of taking up employment. All staff shall be re-trained twelve monthly thereafter. Training records shall be kept on the premises which shall show the name of the training course attended, the date of the training, the name of the person undertaking the training and shall be produced to the police, an authorised Herefordshire Trading Standards Officer or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) on demand.

6. No admission for new customers or re admissions for existing customers will be allowed to the premises after 0100 hrs

7. The DPS and all other staff shall ensure that no open vessels are taken off the premises by customers.

8. Noise or vibration shall not emanate from the premises so as to cause a nuisance.

9. The Premises Licence Holder or DPS or the responsible person must immediately comply with any request to adjust noise levels/ frequency spectra made by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police

10. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Herefordshire Trading Standards Officer or the police. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any bar advertising the scheme operated.

11. No person under the age of 18 years shall be permitted to be on the premises after 2300hrs other than a member of staff employed at the premises or a child of the premises licence holder or DPS

12. No adult entertainment or services or activities must take place at the premises (Adult Entertainment includes, but is not restricted to, such entertainment or services which would generally include topless bar staff, striptease, lap-table, or pole-dancing, performances involving feigned violence or horrific incidents, feigned or actual sexual acts or fetishism, or entertainment involving strong and offensive language).

These are the minimum conditions West Mercia Police would wish to see applied to any premises licence granted to this venue.

Regards

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