

## NOT PROTECTIVELY MARKED

West Mercia Police are in receipt of an application from a premises licence for a location known as **Co-operative Store, Overross Street, Ross on Wye**. The applicant seeks undertake the licensable activities of the sale/supply of alcohol to 0600hrs - 2300hrs 7 days a week.

The applicant seeks to specify the designated premises supervisor (DPS)

West Mercia Police do not object to this application but have the following representations in order to promote the licensing objectives. It is our view that these representations are proportionate, achievable and enforceable.

1. An incident log or where agreed with an electronic recording system for alcohol sale refusals must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) 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) any refusal of the sale of alcohol
- (f) any visit by a relevant authority or emergency service

2. All 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 Herefordshire 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 and will 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 or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) on demand.

3. 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) 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 (including the camping site) as well as at, at least one location behind any bar advertising the scheme operated.

4. 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 -

i). In the event of a serious incident (as defined and authorised by an senior police officer of the rank of Inspector or above) CCTV recording(s) will be supplied on demand

li) On all other occasions CCTV recording(s) will be supplied within a reasonable time and in any case within 48 hours of the request

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 a recordable format EITHER DISC or

VHS to the Police/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.

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

Regards

Jim Mooney (on behalf of Inspector R Barnett)  
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[In Herefordshire we protect people from harm](#)  
[#destinationHereford](#)

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[www.warwickshire.police.uk](http://www.warwickshire.police.uk) and [www.westmercia.police.uk](http://www.westmercia.police.uk)



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