

Mediation with Bogarts

Agreed in black, not agreed in red

CRIME AND DISORDER

Doorstaff, when required, will be SIA registered, wear high visibility attire and have badges displayed overtly.

Doorstaff will be on site each Friday and Saturday from 22:00 at a minimum ratio of 1:75. They will also be on site during WWFC home matches for two hours before kick off and two hours after the final whistle.

One member of doorstaff will be female.

The premises will maintain a high definition CCTV system. All public areas of the licensed premises, including all public entry and exit points, areas where door staff conduct searches and the street environment will be covered. The CCTV cameras shall continually record while the premises are conducting licensable activity and when open to the public and recordings shall be kept available and unedited for a minimum of 28 days with the date and time stamping.

A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public and must be able to produce/download/burn CCTV images upon request by a police officer or an authorised officer of the licensing authority. Where the recording is on a removable medium (ie. compact disc, flash card etc), a secure storage system to store those recording mediums shall be provided by the venue.

A door staff log book will be kept on site which every member of the door team is required to sign at the commencement of their duties, providing date, start time, name, badge number and date of birth.

A paginated incident log shall be kept at the premises for at least 12 months, and made available, on request, to any representative of a responsible authority.

The 'incident log' will record the following and include pertinent details:

All crimes reported to the venue, or by the venue to the police

- *All ejections of patrons*
- *Any criminal complaints received*
- *Any incidents of disorder*
- *Seizures of drugs, offensive weapons, fraudulent ID or other items*
- *Any faults in the CCTV system, searching equipment or scanning equipment*
- *Any refusal of the sale of alcohol*
- *Any visit by a relevant authority or emergency service*

All staff involved in the sale of alcohol shall be trained in Challenge 25

- Recognising signs of drunkenness,
- How to refuse service,
- The premises' duty of care,
- Company policies and reporting procedures,
- Action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services,
- The conditions in force under this licence.

Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 12 monthly intervals. Training records shall be made available for inspection upon request of any RA.

The premises shall display prominent signage indicating at all points of sale and at the entrance to the premises that the Challenge 25 scheme is in operation.

All staff will be trained in 'emergency procedures' to ensure understanding of actions required in the event of an emergency including evacuation procedure and muster points, ensuring entrance and exit points are clear and accessible, and operation of fire alarm systems.

Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 12 monthly intervals. Training records shall be made available for inspection upon request of any responsible authority.

The premises licence holder shall ensure that at all times when the public are present there is at least one competent and fully trained person able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.

The premises will participate in the local link radio scheme, and ensure that they have at least one fully functional link radio at all times when the premises is open for licensable activity.

West Midlands Police Licensing will receive full details of all events including DJ's and any other performers, with at least 14 days notice so that a full risk assessment can be made.

The premises will adhere to the door/search policy written by the premises. If/when changes are made to this policy these are to be forwarded to Wolverhampton Police Licensing to update records.

There will be a last entry time 30 minutes prior to the sale of alcohol ceasing.

The request for off sales to be removed from this application