

Premises Licence Conditions – The Loft

Annex 2 - Conditions Consistent with the Operating Schedule

General – All four licensing objectives:-

- 1.The premises licence holder will all ensure that all staff are trained in house to recognise any behaviour which is unlawful.
- 2.The premises licence holder will operate a zero tolerance policy on crime and disorder at the premises.
- 3.The premises licence holder will enforce an in-house set of rules in regards to the expected behaviour of customers whilst on the premises and will make customers aware of what is acceptable behaviour whilst on the premises.

The prevention of crime and disorder:-

- 1.The premises shall maintain a digital CCTV recording system capable of recording 31 days of 24 hour recording with a monitor out of view and reach of the customers. Images shall be retained for a period of 31 days. The equipment will be suitably secured with limited access. The CCTV system shall have coverage of all areas to which the public have access within the premises and shall include entrances and exits. The CCTV system shall be maintained and operate at all times that the premises are open to the public. Images shall be made available upon request and within 7 days to the Police or other enforcement officers either to USB, disc or via the NICE system used by South Wales Police, upon lawful demand by a Police officer or Local Authority officer at no cost.
- 2.The CCTV system will be registered and comply with the requirements under data protection. Signage shall be prominently displayed advising customers that they are being filmed on CCTV. The CCTV system will be checked on a monthly basis to ensure that it is fully operational, and a log confirming this will be kept at the premises for inspection.
- 3.Signage is to be displayed within the premises and shall display that a zero tolerance drugs policy is being implemented.
- 4.On a Friday, Saturday, Sunday preceding a Bank Holiday, Christmas Eve, Boxing Day, New Year's Eve and New Year's Day a minimum of 2 SIA registered door staff to be employed for up to 150 patrons, then a further one SIA registered door staff for every further 75 patrons. SIA door staff will commence duty no later than 21:00 hours and remain at the premises until 15 minutes after closure to ensure the dispersal of patrons.
- 5.The Premises Licence Holder will ensure that a door staff duty register is maintained with start and end of tours of duty and will record the full 16 digit SIA licence number, full name, usual signature and on/off duty times. The register shall include name and contact details of the company supplying door staff. The register will be made available for inspection when required by any authorised officer.
- 6.An incident log whether electronic or written shall be maintained to record any activity of a violent, criminal or anti-social nature. The record will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident. The book must be kept available for inspection by the Police and authorised officers of the Licensing Authority.

Public safety:-

None.

The prevention of public nuisance:-

1.The premises licence holder will erect signs at the entrances and exits to the premises to remind customers of the need to be respectful of resident when leaving the premises.

The protection of children from harm:-

1. The premises licence holder will implement and operate a 'Challenge 25 Scheme' to include: Display of appropriate warning signs to the effect that any persons appearing to be under the age of 25 will be subject to challenge in respect of age restricted goods. Such signage to be displayed at the entrance to the Premises, and where alcohol is displayed Staff will be trained to ask any customers who appear to be under 25 to produce an acceptable form of ID when they attempt to purchase alcohol. Only acceptable forms of ID to be: a) PASS Accredited Proof of Age b) Photo driving licence c) Passport d) Military ID Only original documents are acceptable. Photographs of the aforementioned documents (shown on mobile phones etc) will not be accepted.

2.All staff involved in the sale of alcohol at the Premises to receive training concerning use of Challenge 25 scheme, production of ID and acceptable forms of identification, refusals register and proxy sales of alcohol. Such training to be documented and signed and dated by the individual staff member concerned. A written record of the same to be retained at the Premises and made available to any Authorised Officer on request. Refresher training to be carried out at least every 6 months. To record incidents of refusal of sales of 'age restricted goods', to persons who appear underage, in the format of a 'Refusal Register'. The Register to be retained at the premises and be available to any Authorised Officer on request for inspection.

3.The DPS to review the Refusals Register monthly and record the outcome within the Register, together with any remedial action taken.

4.Persons under the age of 18 will only be permitted on the premises for private functions taking place within the function rooms. Signage will be displayed that it is illegal for any person to attempt

Annex 3 - Conditions attached after a hearing by the licensing authority:

The Sale of Alcohol for consumption both on and off the premises

Monday to Wednesday 1100 to 0000

Thursday to Saturday 1100 to 0000

Sunday 1100 to 2300

Non standard timings – not permitted

The Provision of Recorded Music (Indoors)

Sunday to Wednesday 2300 to 0030

Thursday to Saturday 2300 to 0030

Non standard timings – not permitted

The Provision of Recorded Music - (Outdoors)
Monday to Sunday Not permitted following 2300
Non standard timings – not permitted

The Provision of Live Music (Indoors)
Sunday to Wednesday 2300 to 0000
Thursday to Saturday 2300 to 0030
Non standard timings – not permitted

The Provision of Live Music (Outdoors)
Monday to Sunday Not permitted following 2300
Non standard timings – not permitted

Provision of films (Indoors and outdoors)
Monday to Sunday 1200 to 2200

Opening Hours
Monday to Sunday : 11:00 - 00:30
Non standard timings – not permitted