

## **Conditions requested to be placed on the licence**

1. **CCTV-**
  - It will be installed to the satisfaction, recommendation and guidance of the Birmingham Licensing Team at West Midlands Police.
  - It will be digital recorded for a minimum 28 days.
  - Made available and downloadable on request to all licensing authorities.
  - There will be a member of staff on duty who is trained in the full operational system.
  - The staff will be able to show footage and download images from the system.
  - It will be operating during opening hours.
  - It will be in recording operation during opening hours.
  
2. **Incident Book** - The premises will have an incident book and record all incidents that occur inside or immediately outside the premise, regardless of whether any of the emergency services have been called. The record of incident will include details of the member of staff involved in the incident and the actions taken. This incident book can be inspected at any time by all reasonable time by all authorities.
  
3. **Door Staff -**
  - The licence holder will risk assess the requirement for numbers of door supervisors and the risk assessment will be forwarded to the Birmingham Central Licensing Team for agreement.
  - The signed agreement determining the number of doorstaff and the hours of work will become a condition for that operating night.
  - Doorstaff will be in place every Friday/Saturday from 1900hrs until closing and all customers have left the premises.
  - Doorstaff will be in place on all days presiding bank holidays, Christmas Eve, New Year's Eve.
  - They will also be in place for any function night, either private or run by staff from the location.
  - All door staff will wear a minimum Florissant tabard jacket and will display "Door Supervisor" to the front and rear.
  - All door staff must book on and off duty and their profiles recorded. This will include their names, address (dated in the last 6 months) and colour copy of their SIA authority to work. This record will be kept and will be made available on request by any licensing responsible authority.
  
4. **Events** - Local policing team and licensing officer will be informed of any events and be given 28 days notice. Details should include, the nature of the event, name, address of booking party and the number of persons attending a full risk assessment for each event must be carried out, and provided with the notification, and this will include the consideration to use SIA approved doorstaff.
  
5. **Drinking** - No drinking vessel will be taken outside the premises and licence holder must ensure that notices are displayed to inform customers of the restriction.

6. **Staff Training** - The licence holder/DPS will ensure that all staff will be trained on the following, it will take place before they first begin working at the premises and refresher training is regularly provided (minimum of yearly). As a minimum the following training will be given (this does not preclude any other training needs) –
  - Signs of drug abuse both on persons and how to recognise signs of drug use
  - on the premises.
  - Training will also be given on signs of persons who have drunk to excess.
  - Knowledge that the staff themselves will be personally liable if they sell to young persons.
  - Training around proxy sales.
  - Proof of age scheme, in lines with challenge 25.
  - A record of the training will be kept and all members of staff will sign and date to confirm they have received and understood the training given.
  - All training must be recorded on premises and be made available to responsible authority immediately on request.
7. **Signage** - Signage displaying to customers to "Respect Local residents, please leave quietly" to be on display around location and especially at the exits and smoking areas.
8. **Signage** - Challenge 25 policies to be on display at all times.
9. **Children** - All persons under the age of 16 will be monitored by a parent/Guardian of a minimum age of 21 at all times with and all under 18 will be off the licensable activity areas by 1900hrs daily.
10. West Midlands Police would also like to see the operating hours for alcohol sales are from 1100hrs to 2300hrs with the premises being closed and empty of customers at 2330hrs. On New Year's Eve the premises will be able to remain open for Licensable activities from the end of Licensable activities on New Year's Eve until the commencement of Licensable activities on New Year's Day.

PC 1978 Deano Walker  
Licensing Officer  
Birmingham Licensing Team  
Erdington Police Station  
Wilton Road, B23 6UA

20 December 2016

Dear Sir

Acorn, High Street, Erdington, Birmingham

We refer to our recent discussions.

We act for Star Pubs & Bars Limited who are the Applicants for a new Premises Licence in respect of these premises.

On behalf of Star Pubs & Bars Limited we can confirm that if the Licence is granted at the hearing to take place on the 11 January 2017 for a period of two years thereafter Star Pubs & Bars Limited will remain the Premises Licence Holder and thereafter will only allow an application for transfer of the Premises Licence to be made (on the first occasion) on the giving to the Police fourteen days notice prior to the lodging of any such application with the Licensing Authority.

Yours faithfully

Flint Bishop LLP

