

**ADDITIONAL CONDITIONS AGREED WITH WEST MERCIA POLICE, 29.8.25**

I Dan Nelligan agree to the above conditions

*Prevention of crime and disorder:*

*1. Any incidents criminal in nature will be reported to the police.*

*2. An incident record will be kept; All incidents will be recorded (electronically or manually) and will include a brief description, date, and time. Records will be made at the time, if not reasonably practicable, within 24 hours. This will include any complaints from neighbours.*

*Records will be available at all times for Police or Regulatory Services to review and must record any of the following:*

*\*All crimes reported to the venue*

*\*All ejections of patrons*

*\*Any complaints received*

*\*Any incidents of disorder*

*\*Seizures of drugs or offensive weapons*

*\*Any refusal of the sale of alcohol*

*\*Failure of the CCTV system*

*\*Any visit by a relevant authority or emergency service*

*\*Any first aid given*

*A copy of the incident log will be retained for a period of at least 12 months*

*3. CCTV will be installed at the premises, this will visually record during all hours the premise is open to the public (and audio where the premise and police deem necessary).*

*\*Recordings will be kept for 28 days.*

*\*Recordings will cover all entrances, exits, and any areas used for licensable activity.*

*\*Recordings will provide clear images permitting the identification of individuals.*

*\*All equipment must have a constant and accurate time and date generation.*

*The CCTV system is fitted with security functions to prevent recordings from being tampered with, i.e. password-protected.*

*Members of trained staff must be present at the premises during operating hours who must be able to provide viewing of CCTV on immediate request to police or authorised local authority officers and copies of CCTV within a 24 hr period. A CCTV log will be kept on the premises. The CCTV system should be checked each day the premises are open and licensable activity is taking place to ensure the system is in working order, and the CCTV log should be recorded as such; this will be available at all times for review by Police or Regulatory Services.*

*4. The Premise Licence holder or DPS will carry out and document a regular security risk assessment, which will include the need for security provisions and will take into consideration any representations made by the Police. This will be made available to any Responsible Authority on request. On the occasions that the risk assessment deems it necessary to have security, all security/door supervisors will hold a valid and current SIA licence.*

*Door supervisors will clearly display their SIA licence, which will be over their outer layer of clothing in a high-visibility armband or lanyard around the neck. A register of door supervisors will be kept at the premises, this will detail the name, badge number, contact number, and start and finish time.*

*This register will be available to any Police Officer or officer of a relevant authority on request.*

D) Public Nuisance:

Staff at the premises must ensure that patrons leaving the premises do so in an orderly manner and that they do not cause annoyance/disturbance to occupiers of premises in the vicinity which is likely to give rise to complaint.

Signs will be displayed at every exit point requesting customers to be respectful of neighbours and leave quietly.

E) The Protection of Children from Harm:

The premises licence holder will operate a "Challenge 25" Policy at all times; training all staff on Challenge 25 and checking ID.

All staff to be trained on safeguarding.

Training records will be kept for each staff member on the premises and be available on demand to show any authorised person.

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). Prominent, clear and legible signage 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.