

# Appendix

## B

### **Conditions Agreed with Hertfordshire Constabulary**

DPS / Premises Licence Holder will ensure that CCTV is installed, in working order and shall continually record whilst the premises is open to the public.

DPS / Premises Licence Holder will ensure that CCTV cameras are installed and in working order.

DPS / Premises Licence Holder will ensure that viewable and un-edited copies of recordings from the CCTV system will be provided to Police no later than 24 hours after request.

DPS / Premises Licence Holder will ensure that all CCTV recordings will be kept for a minimum of 28 days.

DPS / Premises Licence Holder will ensure that the CCTV cameras cover key and vulnerable parts of the premises, including the entry and exit points at the front.

DPS / Premises Licence Holder will ensure that a minimum of two (2) persons, namely the owner/DPS and duty manager are fully trained to access and operate the CCTV system and download copies of any footage, upon request by Police Licensing Officer, Police Officers, Police Community Support Officers, Local Authority Licensing Officers and Trading Standards Officers. One of these persons will be at the premises at all times when the premises are open to the public.

DPS / Premises Licence Holder will ensure that a refusals book is maintained and kept at the premises at all times.

DPS / Premises Licence Holder will ensure that the refusals book will be made available for inspection upon request by Police Licensing Officer, Police Officers, Police Community Support Officers, Local Authority Licensing Officers and Trading Standards Officers.

DPS / Premises Licence Holder will ensure that an incident book is maintained and kept at the premises at all times.

DPS / Premises Licence Holder will ensure that the incident book will be made available for inspection upon request by Police Licensing Officer, Police Officers, Police Community Support Officers, Local Authority Licensing Officers and Trading Standards Officers.

DPS / Premises Licence Holder will ensure that patrons are not allowed to leave the premises with any open vessels.

DPS / Premises Licence Holder will ensure Challenge 25 policy is implemented.