



THE BOATHOUSE
BAR & GRILL

Operating Schedule

1. **Authority to sell alcohol** - Other than holders of a personal licence, no alcohol may be supplied by an individual unless that individual has the written consent of the Designated Premises Supervisor or other Personal Licence Holder. A copy of this consent must be available on the premises at all times when any person supplies or proposes to supply alcohol which shall be made available immediately upon reasonable request of the police or licensing authority.
2. **Non alcoholic drinks** - In addition to water, other non-alcoholic beverages shall be available at all times whilst alcohol sale or supply takes place.
3. **Training** - Staff will be appropriately trained in accordance with their role, particularly at the point of service where they will be trained in respect of licensing offences, licence conditions and made aware of the Licensing objectives. Training will be refreshed every 12 months.
4. **CCTV** - The premises shall install and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
 - i. The licence holder will be registered with the Information Commission as a data controller
 - ii. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition;
 - iii. CCTV cameras shall cover all public areas including all entrances and exits and all areas where the sale of alcohol takes place;
 - iv. Equipment will be maintained in good working order, be correctly time and date stamped and recordings must be kept for a minimum period of 28 days;
 - v. At all times, whilst the premises is open for licensable activities, there will be a member of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable and lawful request;
 - vi. The recording equipment and data storage devices shall be kept in a secure environment.
 - vii. Signs will be displayed at entrances and exits advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148 mm and clearly legible at all times when the premises conducts licensable activities.
5. Other than alcohol sold to bona fide guests, alcohol sold as an off sale shall only be removed from the premises in a sealed container, which may include the recorking of a wine bottle or similar.
6. Alcohol sold on the premises between 08:00hrs and 10:00hrs will be made only for consumption on the premises for bona fide residential guests only.
7. The sale of alcohol for consumption 'on' the premises will cease 30mins before the end of permitted sales for alcohol.

8. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.
9. All emergency doors shall be maintained effectively, self-closing and not held open other than by an approved device.
10. Clear and legible notices will be prominently displayed at any area used for smoking, requesting customers respect local residents and use the area quietly.
11. The playing of recorded and live music shall cease within any outside area from 23:00hrs daily.
12. The provision of late night refreshments within any outside area shall be restricted to bar food and snacks only
13. The premises licence holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are supervised by staff so as to ensure that there is no public nuisance
14. No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between 23:00hrs and 08:00hrs [the following day].
15. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly
16. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement and is either a:
 - Proof of age card bearing the PASS Hologram;
 - Photocard driving licence;
 - Passport; or
 - Ministry of Defence Identity Card.
17. Children under the age of 16yrs will not be allowed to remain on the premises unsupervised, other than in accordance with current legislation