

Mediation Report:

Vista Café, 3A St Peters Street, Ipswich

An application for a new Premises Licence under Section 17 of the Licensing Act 2003 was received.

Mediation has been sought between parties and the Sub-Committee are required to ratify the agreed conditions.

New conditions have been added to this licence and these are set out below.

As a result all parties have confirmed they consider a hearing is not necessary, they will not be attending and have withdrawn their representations.

The Sub-Committee is asked to ratify the following:

Conditions agreed through mediation with Suffolk Constabulary

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police. All entry and exit points will be covered, as will all areas where licensable activities are happening, enabling frontal identification of every person entering any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 30 days with the date and time stamping.
2. Recordings shall be made available immediately upon the request of the Police or authorised officer throughout the preceeding 30 day period.
3. A staff member who is conservant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member will be able to show a Police or authorised licensing officer recent data or footage with the absolute minimum delay when requested and be able to download relevant footage onto a disc or memory stick.
4. A Challenge 25 policy must be implemented whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or proof of age scheme (PASS) approved identification before alcohol can be supplied or sold to them. All staff will be instructed, through training, that alcohol cannot be supplied or sold unless this evidence is produced.

5. The premises licence holder shall ensure that notices shall be prominently displayed in the premises to advise patrons and staff that a "Challenge 25" scheme operates in the premises.
6. All staff engaged in the sale of alcohol to be trained in responsible alcohol retailing to the minimum standard of BIIAB level 1 or equivalent (which includes relevant in house training), within three months of commencing employment at the premises. All staff to be given refresher training every quarter.
7. Fully auditable training records should be maintained for all staff in respect of the sale of alcohol. These will be made available for inspection upon request to the Police and all other Responsible Authorities.
8. An incident log will be maintained and be kept for a minimum of 12 months from the date of each entry and will be provided to the Police and all other Responsible Authorities on request.
9. A register of refusals will be maintained and be kept for a minimum of 12 months from the date of each entry and will be provided to the Police and all other Responsible Authorities on request.
10. The supply of alcohol at the premises will only be to a person seated taking a table meal within the premises and for consumption by such a person as ancillary to their meal.
11. Alcohol consumed outside the premises shall only be consumed by patrons seated at tables.