

## Appendix 1

1. A member of the Management team will ordinarily be on the premises all the time the store is open and this person will have responsibility for the premises whilst the premises are open.
2. The premises licence holder shall maintain adequate levels of staff at the premises. Such staff levels shall be disclosed, on reasonable request to the licensing authority and the police.
3. Digital CCTV with appropriate recording equipment shall be installed. The CCTV to cover areas of the store including the alcohol section, checkouts and the entrance and exit to the premises.
  - a. The CCTV system shall record footage when the premises is open for licensable activities.
  - b. CCTV equipment must be maintained in good working order, be correctly time and date stamped and must be retained for a minimum period of 31 consecutive days.
  - c. The CCTV at exit points will record a clear facial image of every person entering or exiting in any light condition.
  - d. An appointed member of staff will be present when the premises is conducting a licensable activity, who is capable and competent at using the CCTV system and downloading CCTV footage on their own recordable media, and be able to hand this footage over to the Police / Local Authority on request. The operator will stock their own downloaded media. The recording equipment and discs/USB pen drives must be kept in a secure environment.
4. Body worn video (BWV) device shall be available and worn by the SIA security officer whenever licensable activities are taking place.
  - a. The BWV device must be maintained in good working order, be correctly time and date stamped and must be retained for a minimum period of 31 consecutive days.
5. A security officer shall be on duty at the premises whenever licensable activities are taking place
6. A member of staff shall be present in the checkout area whenever licensable activities are taking place.
7. Beer, lager or cider products with an AVB content of 5.5% or above shall not be sold at the premises except for premium or craft products or such other products specifically agreed for sale by the police.
8. Cider products shall not be stocked in containers greater than 1 litre in volume.
9. The store shall join the Cambridge Business Against Crime and operate a CAMBAC radio (or any similar scheme which succeeds CAMBAC).
10. There shall be no self-service of spirits or sherry at the premises.
11. A representative of the premises licence holder shall attend meetings of the City West Neighbourhood Policing Panel (or any similar panel which may succeed this panel) when requested to do so by the police.
12. The premises shall operate an incident log (whether electronic or physical) and shall record all significant incidents of crime and disorder or refusals of the sale of alcohol within it. Such log shall be made available for inspection by the police upon reasonable request.
13. The premises will operate a Think 25 policy. The checkouts will be programmed to prompt the checkout assistant when an alcohol product is scanned at the till to follow the Think 25 policy.
14. All staff will receive comprehensive training in relation to age restricted products and in particular the sale of alcohol. No member of staff will be permitted to sell age restricted products until such time as they have successfully completed the aforementioned training. In addition, they will receive training in relation to Tesco's policies, systems and procedures. This training will be documented and repeated as often as Tesco believes to be appropriate.
15. A maximum of 15 percent of the trading floor area to which the public have access shall be used for the display of alcohol at any one time.
16. Alcohol available for self-selection is displayed within lockable cabinets to ensure that during non-licenced hours the public are not able to access the alcohol products. (During these hours cabinets are permitted to be temporarily unlocked to allow staff access).