

1. The Licensing Objectives

**OGV Basement store room off sales for on line and telephone ordering and delivery
OGV House 11 Thistle Place Aberdeen AB10 1UZ**

The premises are occupied for the purpose of the distribution of alcohol ordered on line or by telephone

1.1 Provision for Dealing with Prevention of Crime and Disorder

- *Systems or Policies for Management of Premises -*
 - *Delivery policy to ensure compliance re deliveries*
 - *Web site explanation that no sales or deliveries will be made to under 18s*
 - *Phone sales staff will confirm position re no delivery to under 18s*
 - *Challenge 25 will take place where deliveries made by applicant*
 - *Alcohol will be returned to base with delivery charge retained should challenge 25 be unsuccessful*
- *Training/Supervision of staff*
 - *All staff will be made aware of and trained on the delivery policy requirements -*
 - *Proof of Age Policy attached and all staff trained in respect of challenge 25*
- *Promotions, prices and advertising policies*
 - *Price points are higher than minimum unit pricing as products are premium - advertising will make clear that no sales to under 18s*
- *Provision of CCTV*
 - *CCTV is set up to ensure security of site, and premises are lock fast*

1.2 Securing Public Safety

- *Customer profile/target market e.g. age/type of customer*
 - *Over 18s and trade*
 - *Delivery drivers managed by applicant all trained in compliance policy and challenge 25*

1.3. Preventing public nuisance

- *Premises comprise a store situated in the basement of OGV offices in OGV House 11 Thistle Place Aberdeen AB10 1UZ with no near domestic neighbours*
- *Premises to be used for distribution of products only to trade and public*

1.4 Protecting and improving public health

- *Proposed types of promotion/advertising*
 - *Web site and other marketing agencies*
- *Policies on prevention of sale of alcohol to: children, persons already drunk -*
 - *no sales or delivery to under 18s or drunks as per policy annexed staff trained on policy and challenge 25*
- *Examples of participation in safe drinking limits promotions*
 - *Drinkaware information on web site*

1.5 Protecting children from Harm

- *Effective and responsible premises management*
 - *Premises are a distribution point store -*
 - *Delivery policy for applicant's staff to prevent underaged sales and made clear that if challenge 25 not successful alcohol will be returned to site and charge made for delivery and return*
 - *Appropriate instruction, training and supervision of employees - challenge 25 and delivery policy staff trained and reminded regularly of requirement to comply*
- *Adoption of best practice guidance*
- *Acceptance of accredited Proof of Age cards with photographs/passports - for deliveries made by applicant*

1.6 . Licensing Hours - all in terms of law and policy relating to off sales

All as discussed and agreed by the Directors of OGV Limited

DATE 29 January 2021

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