

# Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<ol style="list-style-type: none"> <li>1. All staff shall be fully trained in all 4 objectives.</li> <li>2. The DPS shall be onsite as much as possible. When the DPS is not onsite there shall be a responsible person acting on his/her behalf.</li> <li>3. There shall be CCTV in place working and recording during all hours the premises are open to the public.</li> <li>4. Challenge 25 posters will be displayed.</li> <li>5. There shall be Id checks to control underage drinking.</li> <li>6. The premises shall have sufficient staff working at busy times and all staff shall be trained to manage busy times and handle difficult situations.</li> <li>7. A selection of low and non-alcoholic drinks shall be available.</li> <li>8. Employer and public liability insurance shall be in place.</li> <li>9. Fire extinguishers shall be in place.</li> <li>10. There will be good signage for the emergency exit.</li> <li>11. All parts of the premises shall be in good repair and maintained as and when required.</li> <li>12. There shall be a working fire alarm /risk/ hazard assessment in place.</li> <li>13. There shall be good clear signage asking people to leave the premises quietly and to not accumulate on the parade.</li> <li>14. Staff will supply/phone a taxi for people wanting to leave and ask them to wait inside</li> <li>15. Taxi drivers will be asked not to bleep the horn to let people know they are outside.</li> <li>16. Customers will be encouraged to use a taxi app if and when possible.</li> <li>17. Children shall only be allowed to enter the café when accompanied by a responsible adult.</li> <li>18. Children are not allowed into the café after 7pm even if accompanied by a responsible adult.</li> <li>19. Challenge 25 shall be in place at the premises and all persons who appear under 25 shall be asked for ID when attempting to buy alcohol.</li> </ol>	N/A	Applicant
Conditions proposed by objectors	Agreed	Proposed by
<ol style="list-style-type: none"> <li>1. The Challenge 25 scheme must be operated to ensure that any person who appears to be under the age of 25 will be asked to provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a valid passport, photo card driving licence, an HM Forces warrant card, or a card bearing the PASS hologram.</li> <li>2. A refusals log shall be maintained in which members of staff shall record any instances of a refusal to sell alcohol. This can be in computer or paper format. The name of the person refusing the sale, their signature and the date, time and reason for the refusal shall be recorded. Managers shall regularly inspect the log</li> </ol>	Yes (all)	Trading Standards

## Schedule of Licence Conditions

<p>and record they have inspected it so that the implementation of the policy by staff can be monitored.</p> <p>3. The refusals log shall be made available for inspection on request by an officer of Greater Manchester Police or an authorised officer of Manchester City Council.</p> <p>4. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to be aware of and prevent proxy purchases, to maintain a refusals log and monitor staff to ensure their training is put into practice.</p> <p>5. Documented records of training completed shall be kept for each member of staff. Staff shall be trained in how to prevent underage sales before being permitted to sell alcohol. Training shall be regularly refreshed for each member of staff and at no greater than 6 monthly intervals.</p> <p>6. The premises shall display prominent signage indicating in all areas where alcohol is located that it is an offence to buy or attempt to buy alcohol for a person who is under 18 and for a person under the age of 18 to buy or attempt to buy alcohol.</p>		
<p>7. Alcohol for consumption on and/or off the premises will only be sold ancillary to the purchase of food.</p> <p>8. The outside area shall not be used after 2100hrs each day and the outdoor furniture will be secured or removed so as it cannot be used.</p> <p>9. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points. The CCTV cameras shall continually record whilst the premises are open to the public and recording shall be kept available and unedited for a minimum of 28 days with the date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public and must be able to produce / download / burn CCTV images upon request by a police officer or an authorised officer of the licensing authority. Any footage must be in a format so it can be played back on a standard personal computer or standard DVD player. Where the recording is on a removable medium (i.e. compact disc, flash card etc.), a secure storage system to store those recording mediums shall be provided.</p> <p>10. The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice shall be made available for inspection upon request of the police or an authorised officer of the licensing authority and all staff selling alcohol must be in possession of identification to enable to verify their identity against the notice.</p> <p>11. The premises shall display prominent signage indicating at any point of sale, the entrance to the premises and in all areas where alcohol is located that it is an offence to buy, or attempt to buy, alcohol for a person under the age of 18.</p> <p>12. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to be aware of and prevent proxy sales, to maintain the refusals log and monitor staff to ensure their training is put into practice. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 monthly intervals.</p> <p>13. There shall be no external speakers in operation at the premises.</p>	Yes (all)	GMP
<p>14. The premises shall only operate as a restaurant/café:</p>	Yes (With	Licensing

# Schedule of Licence Conditions

<ul style="list-style-type: none"> <li>a. in which customers are shown to their table</li> <li>b. that provides food in the form of substantial table meals prepared on the premises and served and consumed at the table using non-disposable crockery</li> <li>c. that does not provide any takeaway service of drink for immediate consumption</li> </ul> <p>15. Sales of alcohol for consumption off the premises shall only be supplied with, and ancillary to a takeaway meal.</p> <p>16. All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.</p> <p>17. All staff shall be briefed and be aware of their responsibilities and relevant company operating procedures before they commence paid duty at the premises.</p> <p>18. Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.</p> <p>19. An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to the police or an authorised officer of the licensing authority, which will record the following incidents including pertinent details:</p> <ul style="list-style-type: none"> <li>a. all crimes reported to the venue, or by the venue to the police</li> <li>b. all ejections of patrons</li> <li>c. any complaints received</li> <li>d. any incidents of disorder</li> <li>e. seizures of drugs, offensive weapons, fraudulent ID or other items</li> <li>f. any faults in the CCTV system, searching equipment or scanning equipment</li> <li>g. any refusal of the sale of alcohol</li> <li>h. any faults in the CCTV system, searching equipment or scanning equipment</li> <li>i. any visit by a relevant authority or emergency service</li> <li>j. the times on duty, names and the licence numbers of all licensed door supervisors employed by the premises.</li> </ul> <p>20. All staff shall be trained in</p> <ul style="list-style-type: none"> <li>a. relevant age restrictions in respect of products,</li> <li>b. recognising signs of drunkenness,</li> <li>c. how to refuse service,</li> <li>d. the premises' duty of care,</li> <li>e. company policies and reporting procedures,</li> <li>f. action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services,</li> <li>g. the conditions in force under this licence.</li> </ul> <p>21. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 12 monthly intervals.</p> <p>22. The premises shall install and maintain a comprehensive digital [colour] CCTV</p>	<p>wording for condition 14 amended to that shown in agreement)</p>	<p>Out of Hours</p>
---	---	---------------------

# Schedule of Licence Conditions

<p>system. All public areas of the licensed premises, including all public entry and exit points, and the street environment will be covered, enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record while the premises are open to the public and recording shall be kept available and unedited for a minimum of [28] days with the date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public and must be able to produce/download/ burn CCTV images upon request by a police officer or an authorised officer of the licensing authority.</p> <p>23. All firefighting equipment is inspected and serviced in line with the appropriate British Standard.</p> <p>24. The premises licence holder shall ensure that at all times when the public is present there is at least one competent person able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.</p> <p>25. All staff on duty at the premises shall be trained in the Fire Safety and Evacuation procedures for the premises and aware of their individual responsibilities.</p> <p>26. The designated premises supervisor shall ensure that tables are cleared of all bottles and glasses on a regular basis during trading hours to avoid an accumulation of glassware.</p> <p>27. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.</p> <p>28. Speakers shall not be located/operated in the entrance lobby or outside the premises.</p> <p>29. Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance.</p> <p>30. There shall be a documented smoking policy, as agreed with the Manchester City Council Environmental Health section, implemented at the premises and a copy lodged with the Council's Licensing Unit.</p> <p>31. Notices shall be prominently displayed at any area used for smoking, requesting patrons to respect the needs of local residents and use the area quietly.</p> <p>32. Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.</p> <p>33. No rubbish, including bottles, shall be moved, removed or placed in outside areas between 21:00 and 08:00 hours.</p> <p>34. There shall be a documented dispersal policy, as agreed with the relevant responsible authorities, implemented at the premises and a copy lodged with the Council's Licensing Unit.</p> <p>35. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.</p>		
---	--	--