

## Application for a premises licence to be granted under the Licensing Act 2003

### Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We MR. FATAI BABAJIDE AJOSE

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description <b>286 MOSTON LANE MOSTON</b>			
Post town	MANCHESTER	Postcode	M40 9WB

Telephone number at premises (if any)	<b>01614653635</b>
Non-domestic rateable value of premises	<b>£ 13,500</b>

### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *	X	please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership		please complete section (B)
	ii as a partnership (other than limited liability)		please complete section (B)
	iii as an unincorporated association or		please complete section (B)
	iv other (for example a statutory corporation)		please complete section (B)



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**Second individual applicant (if applicable)**

**NOT APPLICABLE**

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth or over</b>		I am 18 years old		Please tick yes	
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

**(B) Other applicants**

**Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.**

Name
Address

Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
0	1	0 5 2 0 2 3

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)  DOWNSTAIRS IS A RESTAURANT WITH BAR AREA. WE HAVE A 2 ROOMS UPTAIRS AVAILABLE FOR WHOEVER WANTS TO HAVE CLUB, SOCIETY OR GROUP MEETINGS ON WEEKENDS WITHIN OUR OPENING HOURS. THE OTHER ROOM IS MEANT FOR AN OFFICE AND STORAGE. THE PREMISES IS BORDERED ON THE RIGHT BY HAIR SALOON AND ON THE LEFT BY AN OGGICE. WE HAVE TWO ENTRANCES FOR CUSTOMERS USAGE AND ALSO AN EXTRA DOOR FOR FIRE EXIT.</p> <p>The only upstairs rooms that will be used by customers are the rooms marked Meeting Room and Office. No licensable activities will take place there: Customers will buy drinks downstairs, and any music will be background music only</p>
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If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

40
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What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	
b) films (if ticking yes, fill in box B)	
c) indoor sporting events (if ticking yes, fill in box C)	
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	

e)	live music (if ticking yes, fill in box E)	YES
f)	recorded music (if ticking yes, fill in box F)	YES
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	YES

	<b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I)	
	<b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)	YES

In all cases complete boxes K, L and M

**A**

NOT APPLICABLE

Plays Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**B**

NOT APPLICABLE

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon				<u>Please give further details here</u> (please read guidance note 4)		
Tue						
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Sat						
Sun						



**D**

**NOT APPLICABLE**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Wed					
Thur			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

**E**

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	
				Both	
Mon	14.00	23.00	<b>Please give further details here</b> (please read guidance note 4)		
Tue	14.00	23.00			
Wed	14.00	23.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur	14.00	23.00			
Fri	14.00	23.00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	14.00	23.00			
Sun	14.00	23.00			

**F**

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	X
				Outdoors	
Day	Start	Finish		Both	
Mon	14.00	23.00		<u>Please give further details here</u> (please read guidance note 4)	
Tue	14.00	23.00			
Wed	14.00	23.00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur	14.00	23.00			
Fri	14.00	23.00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	14.00	23.00			
Sun	14.00	23.00			

**G**

**NOT APPLICABLE**

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon	-----	-----	<b>Please give further details here</b> (please read guidance note 4)		
Tue	-----	-----			
Wed	-----	-----	<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur	-----	-----			
Fri	-----	-----	<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	-----	-----			
Sun	-----	-----			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing LISTENING TO SOFT MUSIC WHILE EATING AND DRINKING		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	X
Mon	14.00	23.00		Outdoors	
				Both	
Tue	14.00	23.00	<b>Please give further details here</b> (please read guidance note 4) ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC AND RECORDED MUSIC WHICH IS RESTRICTED ONLY TO INDOORS.		
Wed	14.00	23.00			
Thur	14.00	23.00	<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 5) NONE		
Fri	14.00	23.00			
Sat	14.00	23.00	<b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6) NONE		
Sun	14.00	23.00			

I

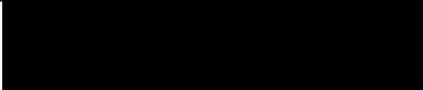
**NOT APPLICABLE**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)</b>	Indoors	
				Outdoors	
				Both	
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue					
<b>Wed</b>			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur					
<b>Fri</b>			<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for <u>consumption – please tick</u> (please read guidance note 8)	On the premises	
Day	Start	Finis h		Off the premises	
				Both	X
Mon	14.00	23.00	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)  NOT APPLICABLE		
Tue	14.00	23.00			
Wed	14.00	23.00			
Thur	14.00	23.00	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6) NOT APPLICABLE		
Fri	14.00	23.00			
Sat	14.00	23.00			
Sun	14.00	23.00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	MR. FOLORUNSO SAMUEL ONI
Date of birth	
Address	
Postcode	
Personal licence number (if known)	PA3058
Issuing licensing authority (if known)	OLDHAM COUNCIL

**K**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

NOT APPLICABLE

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	14.00	23.00	
Tue	14.00	23.00	
Wed	14.00	23.00	
Thur	14.00	23.00	
Fri	14.00	23.00	
Sat	14.00	23.00	
Sun	14.00	23.00	
<b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)			

**M**

The applicant has submitted an operating schedule which is attached at the end of this document. HH

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

WE WILL COMPLY WITH THE EXISTING HEALTH AND FIRE SAFETY REQUIREMENTS OF THE LAW.

(ALSO REFER TO THE ATTACHED PROPOSAL).

**b) The prevention of crime and disorder**

WE WILL TAKE ANY NECESSARY STEPS TO AVOID AND PREVENT CRIME AND DISORDER BY

1. INSTALLING CCTV
2. PROVIDE S.R.A. LICENSED SECURITY AT ALL EVENTS.
3. REPORT TO THE POLICE ANY ACT OF ASBO OR CRIME WITHIN OR AROUND THE PREMISES.
4. (ALSO REFER TO THE ATTACHED PROPOSAL)

**c) Public safety**

1. NO OVERCROWDING  
2. WE ALSO HAVE FIRE ESCAPE DOORS AND FIRE EQUIPMENTS INSTALLED.

(ALSO REFER TO THE ATTACHED PROPOSAL).

**d) The prevention of public nuisance**

1. DETAILS OF THE NEAREST CAR PARK WILL BE DISPLAYED
2. NOTICES ADVISING CUSTOMERS NOT TO PARK IN RESIDENTS DRIVEWAY AND NOT TO BLOCK THE ROAD.
3. KEEP ALL RUBBISH & BINS AT REAR OF PREMISES.
4. KEEP ALL WINDOWS CLOSED
5. INSTALL SOUND LIMITER
6. A REMINDER NOTICE ADVISING CUSTOMERS TO LEAVE QUIETLY.
7. DISCOURAGE PATRONS FROM LOITERING OUTSIDE PREMISES.

**e) The protection of children from harm**

1. CHILD MUST BE ACCOMPANIED BY RESPONSIBLE ADULT
2. NO CHILDREN ALLOWED AFTER 9PM
3. NOTICES ADVISING CUSTOMERS WHEN THEY ARE ALLOWED IN THE PREMISES.
4. CHECKS ON AGE VERIFICATION AND NO CHILD PERFORMER.
5. NO EVENTS SOLELY FOR THOSE UNDER 18

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**Checklist:**

**Please tick to indicate agreement**

•	I have made or enclosed payment of the fee.	X
•	I have enclosed the plan of the premises.	X
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	X
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X
•	I understand that I must now advertise my application.	X
•	I understand that if I do not comply with the above requirements my application will be rejected.	X
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

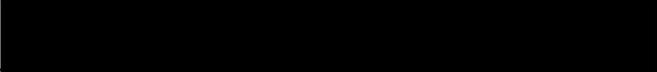
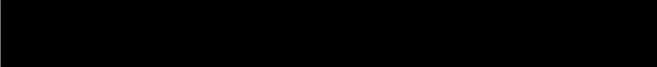
It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in</li> </ul>
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	<p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	
Date	
Capacity	

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

**Notes for Guidance**

## LABUKA MANCHESTER LIMITED

### **Proposed Conditions**

Moston lane where Labuka African Manchester Limited is situated is highly known for crime and drink related crime. Although from statistic, since the influx of ethnically diverse communities moved into the neighbourhood the rate of crime as decreased but not eliminated.

Knowing, how expensive policing can be and the need to maintain community cohesion, we are determined to ensure that our presence would not lead to an increase in rate of crime, noise, noxious smells, or litter coming from the premises which will amount to a public nuisance.

A direct telephone number for the manager of the premises shall be publicly available at all times the premises are open. The number would be conspicuously pasted.

Periodically, local residents shall be invited to quarterly residents' meetings held by the premises licence holder to resolve any problems associated with the carrying on of licensable activities at the premises. The minutes of the meeting and any action to be taken shall be lodged with the Council's Licensing Unit by the premises licence holder within seven days of the meeting.

I as the premises licence holder is fully aware of my responsibilities as an upright member of the community and under a range of health and safety related legislation and we have appropriate policies and procedures in place and are confident of complying with the relevant obligations which may arise. The protection of children from harm is of priority and the premises will operate a Think 25 policy.

The maximum occupancy of the building at any one time will be restricted to 40 people as written in our report and when it reaches such capacity, no further admission into the premises will be allowed and we would make sure we have enough SIA licensed security to control the crowd, a female SIA license holder must be included.

We are only not going to encourage noisy arguments, playing of loud music, defecating, or urinating outside but will effectively put measures in place to ensure that our licensed SIA operatives enforce the policies accordingly.

We have deliberately sought for application for a License that does not exceed beyond 23:00 hours daily so as to not risk harm to the Licensing objectives.

We intend to abide by the mandatory conditions which the Licensing Act 2002 requires.

### **Standards of management**

We will endeavour to maintain the highest standards of management in our licensed premises and expects this to be demonstrated through the operating schedule.

### **Pub watch and shop watch**

We also aim to join voluntary schemes such as Pubwatch and Shopwatch to help promote safer environment for the sale and consumption of alcohol.

## **Closing procedures**

We would like to make effective use of 'wind down' procedures when closing for the day.

1. We stop selling alcohol from 22:30 daily
2. Exit music will be played at a reduced volume.
3. Light turned up.
4. Customers would be advised on available onward transport options, including dedicated taxi services.
5. Most importantly, staffs would be at the door to ensure that customers leave in an orderly manner and prevented from re-entry.

## **Illegal working**

- We will not for any reason whatsoever employ or encourage illegal working within the premises.

There is a detailed training programme which ensures that comprehensive training is provided to employees having regard to their role and the responsibilities and such training is regularly reviewed, and appropriate records kept.

***We will ensure that we have a "good neighbour" policy which seeks to ensure that the premises play an active part in the local community especially the protection of children from harm***

## **ENFORCEABLE CONDITIONS**

### **THE PREVENTION OF CRIME AND DISORDER**

1. We will be correctly registered with the Security Industry Authority SIA
2. Any Security personnel will display the correct name/Identification Badge and SIA license at all times
3. A female door supervisor will be available if searches are to be conducted on female customers.
4. A door supervisors Register will be kept and includes names, dates and times of the persons employed in such capacity.
5. All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jacket and armband.
6. When the premises are carrying on licensable activities after 19:00 hours, at least one registered door supervisor will be on duty at each door used for entry or exit this is applicable if we have special events and the premises is at its capacity of 40 people.
7. A CCTV system has been installed and its recordings will be maintained for an appropriate period of time acceptable to the law.
8. A notice will be displayed at the entrance to the premises advising that CCTV is in operation.
9. Alcohol and soft drinks will be served in plastics or toughened glasses. Where glass bottles are to be used the contents will be decanted into plastic or toughened glasses where it is not intended that the contents are to be consumed direct from the bottle.

10. Customers carrying open or sealed bottles or glasses will not be admitted to the premises at all times.
11. All bottles and glasses are to be removed from the public areas as soon as the contents have been drunk or are empty.
12. Bottle bins for collection of empty bottles will not be accessible to members of the public.
13. We have a capacity limit of 40 to prevent overcrowding which could lead to crime and disorder
14. Door Supervisor will ensure that the capacity limits are not exceeded. At all times.

## **CCTV SYSTEM**

**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 and the street environment will be covered, enabling facial identification of every person entering in any light condition.**

**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 will 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.**

## **PROOF OF AGE**

15. We will have a proof of age policy that has been formulated in and around the premises.

## **DRUGS**

16. We will have anti-drugs policy pasted within the premises and Police will be informed of all seizures of controlled drugs

## **NOTICES**

17. Crime prevention notices will be displayed warning customers of the possibility of crime which may target them.e.g. **“Bags should not be left unattended” “Watch out for pickpockets”**
18. A detailed **Customer Code of Conduct** poster will be conspicuously displayed warning customers that if they act in an inappropriate manner they could be barred from the premises.
19. Any restrictions on the admission of children to the premises are conspicuously displayed outside the premises.
20. A personal License holder will be at the premises at all times when alcohol is being sold.
21. As the premises licence holder, if requested, I will arrange for a crime prevention audit to be conducted by Greater Manchester Police or independent company approved by the licensing authority, and the recommendations of the audit shall be implemented within three months.
22. We shall make sure that all staff are briefed and be aware of their responsibilities and relevant company operating procedures before they commence paid duty at the premises.
23. As the premises licence with the Designated Premises Supervisor (DPS), shall carry out reviews of security incidents at the premises. Such reviews shall be documented and conducted at least monthly and include details of any remedial action identified and implemented. If requested copies of the security review shall be made available upon inspection by a responsible authority, police officer, or authorised officer.

24. The designated premises supervisor shall attend a formal training course on avoiding underage sales, and responsible alcohol sales such as the National Certificate for Designated Premises Supervisors or the BIIAB Award in Responsible Retailing and provide evidence of attendance if requested.
25. The designated queuing area shall be enclosed within appropriate barriers to ensure that the footway is kept clear.
26. Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by licensed door supervisors to ensure that there is no public nuisance or obstruction to the public highway. And the queuing area shall be by the side gate away from normal pedestrian public highway.
27. Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.
28. As the premises licence holder, I shall carry out a documented risk assessment on the need for searching patrons entering the premises. The risk assessment shall be reviewed regularly and no less than every six months.
29. A written policy that aims to prevent customers or staff bringing illegal drugs, weapons or other illegal items onto the premises at any time shall be in place and operated at the premises.
30. An incident logbook 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:
  - (a) all crimes reported to the venue, or by the venue to the police
  - (b) all ejections of patrons
  - (c) any complaints received
  - (d) any incidents of disorder
  - (e) seizures of drugs, offensive weapons, fraudulent ID or other items
  - (f) any faults in the CCTV system, searching equipment or scanning equipment
  - (g) any refusal of the sale of alcohol
  - (h) any faults in the CCTV system, searching equipment or scanning equipment
  - (i) any visit by a relevant authority or emergency service
  - (j) the times on duty, names and the licence numbers of all licensed door supervisors employed by the premises.
31. As the premises license holder, I will make sure risk assessment is carried out if and when necessary.
32. No patron shall be admitted or readmitted to the premises after 23:00 hours.
33. As the premises license holder, the Greater Manchester Police will be allowed into the premises if there is suspicion of illegal drugs, weapons or other prohibited items found on persons attempting to enter or on the premises.
34. A nominated member of staff shall carry out searches of the premises before the premises open, during hours of operation and at closing. Any relevant items recovered, e.g. illegal drugs, lost property, shall be managed accordingly in accordance with our laid down policy and law relating to such.

## **DUTY OF CARE**

We shall have a policy of duty of care to all customers by making sure that the premises is conducive to their general well being and be mindful of things that can cause injury or harm to our patron.

All staff shall be trained in recognising signs of drunkenness, how to refuse service and the premises duty of care.

Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than a six-month interval. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council whenever requested.

There shall be no self-service of spirits on the premises. The premises shall also have a documented Duty of Care policy for managing intoxicated and vulnerable customers at the premises. The policy shall also include provision for persons refused entry to the premises who are also considered vulnerable by staff.

The premises shall display prominent signage indicating by the bar, at the entrance of the bar room and at the point of sale, that it is an offence to sell alcohol to anyone who is drunk.

The supply of alcohol shall only be to a person seated taking a table meal there and for consumption by such a person as ancillary to their meal.

The sale of alcohol shall only be by waiter service to seated customers, and there shall be no sales of alcohol at the bar. No vertical drinking.

No super-strength beer, lagers or ciders (including perries) of 6.5% ABV (alcohol by volume) or above shall be sold at the premises.

Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises during the periods when alcohol is sold.

## **PUBLIC SAFETY**

1. We have conducted a suitable Fire Risk Assessment at the premises and implemented the necessary control measures and will be done periodically.
2. All exit doors are easily operatable without the use of a key, card, code, or similar means.
3. Exit doors are regularly checked to ensure they function satisfactorily
4. All removable security fastenings are removed whenever the premises are opened to the public or staff
5. All fire doors are maintained unobstructed and effectively self-closing and will not be held open other than with approved devices.
6. Notices detailing the actions to be taken in the event of fire or other emergency will be prominently displayed and maintained in good condition.
7. Access is provided for emergency vehicles and always kept clear and free from obstruction.
8. Fire drill and emergency lighting tests will be conducted monthly. Records of these tests will be available upon request.

9. All fire exits and means of escape are signed in accordance with BS 5499: Part 1 Specification for Fire Safety Signs: 1990
10. An evacuation policy is in place that is to the satisfaction of the Fire Authority. All existing staff members and future staff members will be trained in Fire and emergency evacuation procedures.
11. Wall and ceiling finishes are fire resistant to the appropriate standard.

#### **DISABLED PEOPLE**

12. We shall make adequate arrangements to enable the safe movement within the premises of disabled people and their safe evacuation in the event of an emergency.

#### **FIRST AID**

Adequate and appropriate First Aid equipment and materials will be made available on the premises.

At least one suitable trained First Aider will be on duty when the public are present and are trained to deal with drug and alcohol related problems.

#### **FIRE SAFETY – LIGHTING**

13. In the absence of adequate daylight suitable and sufficient artificial lighting is provided and maintained in any area accessible to the public.
14. Fire safety signs are adequately illuminated everywhere within the premises.
15. We have adequate emergency lighting installed and regularly maintained.
16. Emergency lighting batteries are fully charged before the admission of the public.
17. The emergency lighting battery has a capacity of 30 minutes to allow adequate evacuation of the premises.
18. **A No Smoking** policy is operated and enforced at the premises, and also operate a complete no smoking policy at the premises.

### **THE PREVENTION OF PUBLIC NUISANCE**

1. Since we are only playing from recorded music, a survey of the noise levels to which customers are subjected to has been undertaken and adjustments have been made to reduce levels, wherever necessary.
2. Noise or vibration from the premises will be maintained at a level that will not be audible to neighbours nearby.
3. Doors and windows will be kept closed when regulated entertainment is taking place.
4. All windows are double glazed to minimize the breakout of noise.
5. The premises will be air-conditioned to avoid the need to open doors and windows for ventilation in summertime and hot season.
6. All entrances and exits have an effective lobby to minimize the breakout of noise.
7. Noise limiters will be fitted to amplification equipment and will be set at an agreeable level.
8. Prominent, clear, and legible notices are displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly especially after consuming alcohol.
9. ***The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in surrounding areas is not permitted.***

10. Disposal of empty bottles into waste receptacles outside the premises will not be permitted to take place between the hours of 23:00 and 07:00 hrs to minimise disturbance to nearby occupiers.
11. For the final hours of opening, the music is reduced in volume and is discernibly quieter.
12. The playing of live or recorded music in garden or outside seating areas of the premises is not permitted.
13. The garden or outside seating areas are closed to the public after 22 hrs.
14. All sales of alcohol for consumption off the premises shall be in sealed containers only, and shall not be consumed on the premises.
15. Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance.  
Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, or make/receive calls shall not be permitted to take drinks or glass containers with them.

***We are also aware that some people tend to talk so loud especially when intoxicated and thereby cause nuisance outside. This is an area where the Licensed Security must make sure never happens. Everybody who does not comply will be politely asked to leave, if unresponsive invite the GMP.***

#### **NOXIOUS SMELLS**

1. All ventilation and extract systems are designed and maintained so as to prevent noxious smells causing a nuisance to nearby properties.
2. Refuse receptacles are cleaned with disinfectant at least weekly and located about 50 meters away from the building.

#### **LIGHT POLLUTION**

1. Bright lights used outside the premises and any security or access lighting installed will not be operated so as to cause a nuisance to nearby occupiers.
2. All external lighting, including floodlighting, is directed away from adjacent occupiers.

#### **LITTER**

1. 2 litter receptacles are placed within the premises for customers to use and are emptied at least daily.
2. The premises has a waste collection contract with Kenny waste management who remove waste.
3. Staff undertake a litter pick to a distance of 50 metres around the premises daily.

#### **THE PROTECTION OF CHILDREN FROM HARM**

1. The premises will have clear signs displayed for restricting people under 18 years unless accompanied by an adult. Catch 25
2. The hours of the day which age restrictions apply are between 20:00 hrs and 23:00 hrs.
3. Alcohol is not available on the premises when only under 18's is permitted.
4. The premises operate a proof of age policy that is agreeable by the police.
5. Normally smoking is generally not allowed anywhere within the premises, when children are allowed on the premises, the issue of smoking is completely eliminated.
6. No events solely for those under the age of 18 will be permitted on the premises.

7. As the premises licence holder, I will ensure that there is a minimum of one member of staff on duty for every ten under aged child even though they are accompanied by a responsible adult. If necessary be confirmed by Manchester Safeguarding Children's Board. And to assist in the evacuation of children in an emergency. Such number of staff may include licensed door supervisors.
8. As the premises licence holder, I shall ensure that adequate arrangements, including transport, are available for ensuring the wellbeing of children at the conclusion of any regulated entertainment under this licence. Such transport will be guaranteed by accompanying/responsible adult. In fact, no child will be permitted without being accompanied.
9. No persons under 18 shall be permitted on the premises at any time that adult entertainment is provided at the premises.
10. As the license holder I shall ensure that **NO** child performer is allowed in the premises.
11. A log shall be kept at the premises to record all refused sales of alcohol for the reasons that the person(s) is, under 18 years of age. The log shall record the date and time of the refusal and the name of the member of staff who refused the sale. The log will be available on request by the police or an authorised officer of Manchester City Council. The log shall be checked on a regular basis by the Designated Premises Supervisor to ensure that it is being used by staff and each check shall be recorded in the log.
12. There shall be a policy for the premises agreeable with Greater Manchester Police on the handling of fraudulent identification used to attempt to purchase alcohol or gain entry to the premises or report same to the Greater Manchester Police department immediately.
13. In addition to any other training, as the premises licence holder, I shall ensure that all staff are trained to prevent underage sales, and also be aware of and prevent proxy sales, maintain the refusals log, enter sales correctly on the tills so the prompts show as appropriate. I shall also monitor staff to ensure their training is put into practice.
14. As the premises license holder, I shall document records of completed training for each member of staff. Training shall be regularly refreshed and at no greater than six monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.
15. Where children are allowed on the premises, information shall be displayed at the entrance and walls in bold letters on what to do if there is a cause for concern regarding a child's welfare. This shall include reporting to Manchester City Council via its Contact Centre on 0161 234 5000 or [mcsreply@manchester.gov.uk](mailto:mcsreply@manchester.gov.uk), or the NSPCC on 0808 800 5000 (free 24-hour service) or dialling 999 in the event of an immediate threat.

## **NUDITY AND STRIPEASE**

1. Advertising of such events will not be displayed on the premises so that it is seen from outside the premises.
2. The activities inside the premises cannot be seen from outside the premises.

## **RESTAURANT**

The premises shall only operate as a restaurant under the following conditions.

- (i) in which customers are shown to their table

- (ii) 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
- (iii) There shall be no noise or odours caused by the kitchen extraction equipment that gives rise to a nuisance.

## **DELIVERIES**

All deliveries to the premises must be made via the side of the gate in the premises.

No deliveries must be made to the premises between 20:00 and 08:00 hours. Delivery drivers shall conduct the delivery in a manner that will not cause a noise disturbance to the occupiers of any residential properties surrounding the delivery address. This includes the avoidance of slamming doors, playing loud music, shouting, overrevving engines and sounding horns to signal their arrival. The driver shall turn the engine off immediately upon arrival at the delivery address and will park considerably without causing any obstruction to the highway.

All deliveries will only be made directly to the property address and customers will not be permitted to take orders from the vehicle.

## **DESIGNATED SPECIAL EVENTS**

Prior to any designated special event by Greater Manchester Police 'designated sporting event' as defined in the Sporting Events Control of Alcohol Act 1985 the premises licence especially football matches or boxing on Digital Television we shall ensure that, Alcohol sales in respect of cans of beer or cider are limited to no more than four cans per person for a minimum of four hours before the commencement of the relevant designated sporting/special event.

No sales of alcohol in bottles or glass containers are made in the period four hours before the commencement of the event.

Alcohol sales cease for a period of one hour immediately before the commencement of the event.

We don't generally advertise for people to come watch special or sporting events but if any of our patrons are on the premises and wishing to watch can do so provided, they comply with the laid down rules. There shall be no variation on the type of alcohol we sell or any inducement whatsoever.

All members of staff working at the premises are informed of this condition prior to taking up employment.

On the day of the relevant designated special/sporting event, upon the direction of a police officer, using the grounds of the prevention of crime and disorder or public safety, the premises will immediately cease to sell alcohol until further directed.