

Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<p>1. At Bridge 5 Mill, we have a track record of hosting successful events, and strive to create a welcoming and safe environment that promotes diversity, equity and grassroot initiatives for social change. The premises licence will help us diversify our income and enhance attendees experience, as well as enable us to run more community events, leading to a greater positive social impact. We are committed to promoting the licensing objectives to continue the smooth running of our operations. We trust that the pre-existing Health and Safety and fire safety risk assessments, with the addition of the following reinforcing measures will meet our needs and satisfy the licensing authority.</p> <p>Martyn's Law</p> <p>2. There must be a documented security assessment, which must incorporate counter terrorism measures for the premises.</p> <p>3. The Designated Premises Supervisor must have attended an ACT Awareness training session before the start of the premises licence.</p> <p>4. Documented records of ACT Awareness training completed by the staff shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.</p> <p>Admission and control of entry</p> <p>5. No more than 100 visitors must be permitted on the 4th floor, 60 visitors on the lower ground floor reception - foyer (future café) area, and 40 visitors on the lower ground floor event room at any one time.</p> <p>6. The premises licence holder shall ensure that a suitable method of calculating the number of people present during licensable activities is in place.</p> <p>Dispersal</p> <p>7. From no later than 30 minutes before the premises closes to the public, an event organiser delegate, staff or volunteer shall be dedicated to check out visitors and monitor their dispersal, and ensure they do not contribute to anti-social behaviour in the vicinity.</p> <p>Emergencies</p> <p>8. The premises licence holder shall ensure that at all times when the public is present there is one competent person(s) 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>Preventing illegal drug use</p>	N/A	Applicant

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9. All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises shall be placed in a designated safe place as soon as practicable, until given to or collected by the appropriate local authority.

Preventing underage sales

10. The Challenge 25 scheme must be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that they are over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an EU/EEA national ID card or similar document, an HM Forces warrant card, a card bearing the PASS hologram, or any electronic or biometric age verification technology approved by the licensing authority.

11. The premises shall display prominent signage indicating at any point of sale that the Challenge 25 scheme is in operation, including 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.

Incident reporting

12. The following incidents shall be noted including pertinent details and, as appropriate, reported promptly so that investigations can be made and action taken:

- alleged crimes reported to the venue or by the venue to the police
- incidents of disorder
- seizures of drugs, offensive weapons, fraudulent ID or other items

13. Incident logs (which may be kept electronically) 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.

Preventing noise and other public nuisances

14. Recorded music taking place on the premises outdoor areas shall be restricted to 08.00 - 23.00.

Staff training

15. In addition to existing Health and Safety training, all staff authorised to sell alcohol shall be trained in:

- Prevent underage sales
- Prevent proxy sales
- The conditions in force under this licence

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<p>16. Documented records of training completed shall be kept for each member of staff. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.</p> <p style="padding-left: 20px;">Preventing and dealing with drunkenness and vulnerability</p> <p>17. The premises shall display prominent signage indicating at the point of sale that it is an offence to sell alcohol to anyone who is drunk.</p> <p>18. A minimum of 2 event organiser delegates, staff or volunteers must be employed and on duty at the premises during events open to members of the public between 19.00 - 01.00.</p> <p style="padding-left: 20px;">Children on the premises</p> <p>19. Members of the public under 18 years of age attending events at the premises between 19.00 - 01.00 must be accompanied by a person over 18 years of age.</p> <p style="padding-left: 20px;">Additional measures</p> <p>20. All key holders shall be provided with a copy of the premises licence. Key holders running events open to members of the public must comply with the premises licence conditions by signing a compliance form.</p> <p>21. All staff responsible for room hires shall provide a copy of the premises licence to hirers, where relevant, at the time of booking. Hirers must comply with the terms and conditions by signing the hire agreement.</p> <p>22. The premises licence holder shall request a copy of hirers event risk assessment, as appropriate.</p>		
Conditions proposed by objectors	Agreed	Proposed by
<p>23. The premises shall operate a CCTV system that complies with the minimum requirements of the GMP Licensing Team.</p> <p>24. The premises licence holder must ensure that:</p> <ul style="list-style-type: none"> (i) Cameras are located to cover all public areas. (ii) The system records clear images enabling the identification of individuals. (iii) All recorded footage is securely retained for a minimum period of twenty-eight days. (iv) The CCTV system operates at all times the premises are open for licensable activities. 	No	(eg) GMP

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<p>(v) All equipment must have constant and accurate time and date generation.</p> <p>(vi) The CCTV system is fitted with security functions to prevent recordings being tampered with.</p> <p>(vii) There is at least one member of trained staff at the premises when licensable activities are taking place able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with all relevant data protection legislation.</p> <p>25. SIA security shall be employed at the premises based on a written risk assessment which shall be kept on the premises and made available to Responsible Authorities upon request.</p> <p>26. A refusals record must be kept at the premises which details all refusals to sell alcohol. This record must include the date and time of the incident, the name of the staff member who refused the sale, and the reason the sale was refused. All entries must be made within 24 hours of the refusal. The record must be made available for inspection and copying within a reasonable time of a request by an officer of a Responsible Authority.</p> <p>27. 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>28. No drinking outside post 23.00</p> <p>29. No music (recorded or live) outside post 23.00</p>	<p>Yes</p>	<p>Res 1 and 3</p>
<p>None</p>	<p>N/A</p>	<p>Res 2 and 4</p>