



Premises Licence Application - Model Conditions

Please note:

These **model conditions** should not be regarded as standard conditions that apply in all cases. They should be tailored as appropriate to the size, type, location and characteristics of – and activities taking place at – the premises concerned. Conditions are not limited to only addressing the issues they are titled under and it is recognised that some conditions may be relevant to other matters. The conditions are not intended to be an exhaustive list.

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Prevention of crime and disorder

- The CCTV system operates at all times while the premises are open for licensable activities. All equipment must have a constant and accurate time and date generation.
- The CCTV system is fitted with security functions to prevent recordings being tampered with, i.e. password protected.
- CCTV cameras are located within the premises to cover the areas permitted for licensable activities, including entrances and exits
- If a CCTV system is installed at the premise, it will continue to operate during the additional hours of trading and notices will be displayed
- All areas are sufficiently illuminated for the purposes of the recording of CCTV images.
- All CCTV recorded images have sufficient clarity/quality/definition to enable facial recognition to an evidential standard.
- Posters, no smaller than A4 size, are clearly and prominently displayed at the entrance and exit of the Premises stating that CCTV is in operation and that images are being captured for the purposes of crime prevention and public safety.
- Search and ID checks to be conducted within view of the CCTV camera which will be positioned at the entrance when door supervisors are on duty.
- The licence holder will ensure that a digital CCTV system covers many areas of the shop floor, including the proposed area which will be used for beer and wine.
- The licence holder shall ensure that images from the CCTV system are retained for a minimum of 21 days and made available on enforcement request.
- All door supervisors must have emergency first aid at work training.
- Door supervision must be provided on [Insert: specify days / circumstance]. Door supervisors must be on duty from [Insert: specify hours] and must remain on duty until the premises are closed and all the customers have left.
- On [Insert: specific days and hours], at least [Insert: number] of Security Industry Authority (SIA) registered door supervisors must be on duty at the premises [Insert: either i) specify location at the premises or ii) as shown on the plan

- At least [Insert: number] female door supervisor(s) shall be on duty at the premises at such times as door supervisors are required to be provided.
- A record must be kept of the SIA registration number of the door supervisor and the ID of bodycam worn by them.
- Bodycam images must be stored so that they are retrievable and accessible for replay and viewing and kept in an environment that will not be detrimental to the quality or capacity for future viewing. They should be appropriately labelled to enable identification and retrieval and kept for a minimum of 28 days. No recording must be deleted within this period from when it is recorded.
- The premises licence holder must ensure at least one member of trained staff at the premises during operating hours is able to provide viewable copies of bodycam images, on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998.
- The Designated Premises Supervisor or on-duty manager must ensure that all door supervisors on duty at the premises are correctly displaying their current SIA accreditation and are briefed on their responsibilities and relevant company operating procedures before they commence duty.
- Door supervisors must be provided with radios to enable them to contact each other and the duty manager at the premises.
- Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times when they are on duty.
- The premises licence holder shall risk assess the need for and the numbers of SIA licensed door supervisors required on any other night or at any other time.
- Prior to any "designated sporting event" the premises licence holder shall ensure that a written risk assessment is undertaken assessing the need for and the numbers of SIA licensed door supervisors needed on the day of the event.
- The door supervisors will encourage patrons to leave the area and encourage the use of taxi's and walking home to avoid groups congregating.
- All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility yellow jackets or vests.
- No less than 5 door staff in operation on the premises each Friday, Saturday and any day prior to a bank holiday, Christmas Eve, Boxing Day and New Year's Eve, and no less than 3 door staff in operation each Sunday, until 30 minutes after the terminal hour.
- In the event that a serious assault is committed on the premises or in the immediate vicinity of the premises (or appears to have been so committed) the management will immediately ensure that:

1. The police (and, where appropriate, the Ambulance Service) are called without delay;
2. All measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police;
3. The crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
4. Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises
 - No drink shall be sold from a bar or by staff service or consumed in or on the premises other than in a container made from non-splintering plastic, paper or shatterproof glass.
 - No drink shall be removed from the premises in an unsealed container.
 - An ID scanning system or either electronic / biometric verification technology approved in writing by the licensing authority must be operated at the premises at all times it is open to the public. All persons entering the premises must provide verifiable ID and record their details on the system.
 - All persons entering or re-entering the premises must be searched by a Security Industry Authority (SIA) registered door supervisor (and all searches must be monitored by the premises' CCTV system.)
 - 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 he/she is 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.
 - The premises shall display prominent signage indicating [Insert either: at any point of sale, at the entrance to the premises, or in all areas where alcohol is located] that the Challenge 25 scheme is in operation.
 - The premises shall display prominent signage indicating [Insert either: at any point of sale, at the entrance to the premises, or 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.
 - 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 [Insert: specify days / hours or a reasonable time] of a request by an officer of a Responsible Authority.

- Posters no smaller than A4 size, clearly and prominently displayed stating Premises operate a zero-tolerance policy to drugs
- The licence holder shall ensure that a till prompt will appear on the initial sale of alcohol that will remind the seller of their responsibilities including not to sell alcohol to anyone under the age of 18.
- The licence holder shall ensure that all staff under the guidance of the DPS will be trained to ask for relevant proof of age if the individual looks under 25 years of age.
- A zero tolerance towards illegal drugs will be enforced at all times.
- If any individual is found to be in possession of a small amount of drugs for personal use following a search, the SIA registered supervisor conducting the search will advise the individual that the drugs in question will not be returned to them and that the drugs will be handed to the police for destruction.
- There shall be a lockable 'drugs box' at the premises to which no member of staff, except the DPS and/or designated role-holder at business, shall have access. All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all its contents must be given to Greater Manchester Police for appropriate disposal.
- Following this the date, time and name of the person who seized the drugs, together with the suspected type of drug, will be recorded in a 'Drugs Book' to be kept on the Premises and then secured within a safe on the Premises.
- Police Officers will attend on an agreed weekly or fortnightly basis to collect any drugs from the safe for destruction, and the Officers will sign the 'Drugs Book' to confirm the drugs have been removed from the Premises and handed to the Police
- The Alcohol Management Plan will set out procedures to minimise any contribution to crime and disorder from the consumption of alcohol. This Plan will also set out procedures to minimise the occurrence of under age drinking, the supply of alcohol to persons under the age of 18 and the supply to persons who are drunk.
- No supply of alcohol may be made under the Premises Licence at a time when:
 1. There is no Designated Premises Supervisor in respect of the Premises Licence; or
 2. The Designated Premises Supervisor does not hold a personal licence or their personal licence is suspended.
- The Premises Licence Holder shall take all reasonable steps to prevent drunkenness or other disorderly conduct and shall not permit entertainments which are obscene, offensive to public decency or calculated to incite a breach of the peace.

- The Premises Licence Holder shall prepare a drugs policy for events where appropriate which will be based on 3 core messages:
 - 1.Prevention;
 - 2.Preventing or discouraging the presence of drug dealers;
 - 3.Welfare and treatment
- Random searching may take place at all entrances and within the Licensed Premises for drugs, drugs paraphernalia, offensive weapons or other prohibited items. Searching of persons shall be carried out by members of the same gender. If appropriate, the ticket conditions shall indicate that searching will be carried out and there shall be signage with this message at all entrances.
- 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. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Trafford Council.
- The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell and deliver 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 formal identification to verify their identity against the notice.
- A record, which may be electronic, shall be made available to the Police Licensing Team or Authorised Officers on request it must be completed within 24 hours of any incidents on the night of an event and will record the following:
 - 1.all crimes reported to the venue
 - 2.all ejections of patrons
 - 3.any complaints received concerning crime and disorder
 - 4.any incidents of disorder
 - 5.all seizures of drugs or offensive weapons
 - 6.any faults in the CCTV system, searching equipment or scanning equipment
 - 7.any visit by a relevant authority or emergency service
- The Premises Licence Holder shall produce and retain an Event Management Plan for all outdoor concerts and events with a capacity of fewer than 5,000 persons and shall supply that Event Management Plan to the Licensing Authority on request.
- Where the outdoor concert or event is scheduled to end between 02:00 and 05:00 hours, the Premises Licence Holder shall produce, retain and supply a Event Management Plan to the Licensing Authority no later than 21 days before the scheduled event for approval by the Licensing Authority. No licensable activity that is scheduled to end between 02:00 and 05:00 shall take place unless the Event Management Plan is approved by the Licensing Authority
- The Premises Licence Holder shall produce, retain and where required by a further condition produce to the Licensing Authority:

An Event Management Plan – which may include, as appendices, the additional plans set out below.

An Alcohol Management Plan and drugs policy.

Counter Terrorism Risk Assessment and Counter Terrorism Plan.

Incident contingency and emergency plans (including a Major Incident Plan).

A medical ambulance and first aid plan.

A fire safety plan.

A site safety plan including site safety rules, requirements for construction and breakdown of site, structural safety calculations, drawings of temporary structures and safety barriers, details of electrical installations and lighting arrangement which shall include a Safety Policy and Risk Assessment to include details of arrangements for co-ordinating and controlling event safety on site, details for the provision of cleaning and maintenance of sanitary accommodation, washing facilities and drinking water, details of the arrangements and facilities for disabled persons.

A crowd management, stewarding and security plan.

A noise management plan and sound assessment with details and proposals for monitoring and controlling sound emission.

A traffic management plan.

Safeguarding: Children and Disabled Persons.

The draft Event Management Plan and its subordinate plans set out within above shall be produced to the Licensing Authority at least three months before an event to be held under the provisions of this section, or within such lesser period as may be agreed by the Licensing Authority.

A final Event Management Plan shall be produced to the Licensing Authority at least 21 days before the event.

All tills shall automatically prompt staff to ask for age verification identification when presented with an alcohol sale.

No super-strength beer, lagers, ciders or spirit mixtures of 5.5% ABV (alcohol by volume) or above shall be sold at the premises, except for premium beers and ciders supplied in glass bottles and cans.

Public safety

- The maximum occupancy shall not exceed 100 persons
- All instances of crime and disorder will be reported to the police and will be kept in an incident logbook.
- Free drinking water will be available at all times.
- The premises licence holder shall maintain a dispersal policy dealing with matters pertaining to dispersal of customers from the premises. Door staff shall ensure customers do not congregate outside the premises whilst the premises are in operation. A copy of the policy shall be kept at the premises and produced for inspection at the request of police or authorised officers.
- There shall be no admittance or re-admittance to the premises after (insert hours)
- The designated queuing area shall be enclosed within appropriate barriers and a minimum width of 1.8m [Insert: or specify if greater] shall be maintained on the footway to allow safe passage by pedestrians.
- Posters no smaller than A4 size clearly and prominently displayed stating that bag searches are undertaken.
- Open containers of alcohol shall not be permitted to be taken beyond the boundary of the outside area if applicable.
- The capacity will not exceed the maximum capacity permitted by the premises licence or the capacity permitted by the special safety certificate, whichever is the lower.
- The Premises Licence Holder will agree with the Licensing Authority following consultation with the Responsible Authorities an appropriate maximum capacity for each event.
- There to be no furniture or table and chairs to the front external area after 21.00 hours.
- No alcohol or refreshments can be consumed in any external area after (insert) hours.
- No glassware or bottles may be taken in any external area.
- The premises licence holder shall ensure that at all times when the public is present there is [Insert an appropriate number of] competent person(s) able to administer first aid

- Have 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.
- The premises licence holder shall ensure that at all times when the public is present there is an appropriate level of medical care for all persons present. The level of provision should be determined by a medical needs assessment.
- All external emergency exit doors shall be fitted with sensor alarms and visible indicators to alert staff when the doors have been opened.
- An incident log shall be kept at the premises, and made available on request to an authorised officer
- Appropriate arrangements by way of barriers, gate systems, security or other provision will be made, in agreement with the Responsible Authorities, to prevent unauthorised access to the Licensed Premises and manage entry to the Licensed Premises
- Customers will not be permitted to remove from the premises any drinks supplied by the premises (alcoholic or otherwise) in open containers [Insert: except for consumption in any delineated external area as shown on the plan attached to the licence].
- The Designated Premises Supervisor must have attended a CT Awareness training session delivered by CTPNW-trained personnel as soon as is reasonably practicable. In all cases, within 28 days of a new Designated Premises Supervisor being named on the licence, they must have registered to attend a course and be able to provide evidence of this if requested by a police officer or authorised officer .
- There must be a documented security assessment, which must incorporate counter terrorism measures for the premises. The assessment shall be routinely reviewed and must be reviewed following the elevation of the change of the national threat level. All reviews shall be documented.
- The Venue will have a Counter Terrorism Plan, including a Counter Terrorism Emergency Response Plan which is compliant with the standards set out within the Protect Legislation, any subsequent legislation, statutory guidance or statement of good practice.

- At all times that the premises are open to the public for licensable activities, all staff on-duty at the premises, including all door supervisors, and all on-duty managers must have completed Action Counters Terrorism (ACT) Awareness e-learning training.
- In addition, a minimum of 1 on-duty manager and any on-duty security supervisor/manager must also have attended a Counter Terrorism (CT) Awareness session delivered by Counter Terrorism Policing North West (CTPNW) trained personnel as soon as reasonably practicable. If not completed, they must have registered to attend a course and be able to provide evidence of this if requested by a police officer or authorised officer of the licensing authority.
- Reasonable steps must be taken to ensure all persons employed at the premises are aware of:

The current terrorist threat level; and

What that level means in relation to the possibility of an attack

All risk assessments for public entertainment venues must include consideration of the risk of a terrorist attack.

All persons responsible for security must be briefed at every event about the current threat level and risk of terrorist attack.

- I will ensure that lighting is provided outside the premises (and in my private car park) during the hours of darkness when any licensable activity takes place on the premises.
- I will make sure that escape routes and exits, including external exits, are maintained to ensure that they are not obstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified
- I will make sure that where chairs and tables are provided, internal gangways are kept unobstructed
- The Venue will maintain a Major Incident contingency and emergency plans (including a Major Incident Plan) which shall be made available to Responsible Authorities upon request.
- The contingency plans should include, but not be limited to the following details

Action to be taken in the event of fire or bomb alert;

Action to be taken in the event of failure of the electrical supply to the public address, emergency lighting or fire alarm systems;

The procedures for training of staff and stewards, sounding the fire alarm system and tackling fires;

The procedure for carrying out evacuation exercises or other emergency drills;

The identification and location of one or more areas of the stadium which can be promptly made available for the treatment of casualties in the event of a large-scale incident, together with procedures for bringing this area into use;

Procedure for contacting the emergency services and details of local hospitals having accident and emergency departments;

The arrangements laid down for the safe evacuation of disabled persons, including entrance and exit routes.

- A suitable and sufficient fire risk assessment will be completed for every event which will include, but not be limited to the following:

suitable fire alarm system;

suitable means of escape;

suitable occupancy levels;

systematic testing procedures of fire safety equipment;


- Training for relevant staff on what to do in the event of a fire to include the evacuation of disabled persons, in so far as that is not included within the major incident plan.
- The control measures identified will be fully implemented to the satisfaction of the Licensing Authority and the Fire and Rescue Service.
- All on site signage will comply with the appropriate guidance given in the Event Management Plan (or any subsequent replacement guidance)
- The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.

Prevention of public nuisance

- The licence holder or his representative shall conduct regular assessments of the noise coming from the premises on every occasion the premises are used for regulated entertainment and shall take steps to reduce the level of noise where it is likely to cause disturbances to local residents.
- A written record shall be made of those assessments in a log book kept for that purpose and shall include, the time and date of the checks, the person making them and the results including any remedial action
- Doors and windows at the premises are to remain closed after 11pm, save for access and egress.
- The Premises Licence Holder shall, produce, maintain and disclose to the Licensing Authority a Noise Management Plan and assessment with details and proposals for monitoring and controlling noise emission.
- Unless agreed with the Licensing Authority no outdoor performance shall continue beyond 22:30 on the day of the event.
- Noise from music and associated sources (such as DJ's and amplified voices) must not be audible to such an extent that it constitutes a nuisance at any noise sensitive properties
- The musical performance shall start no earlier than 10:00am and shall terminate no later than 22:30pm provided that the performance shall not exceed 7 hours without the prior consent of the Licensing Authority.
- A sound engineer will be employed at all dance events so as to set and maintain internal sound levels as agreed with Pollution Section.
- Sound levels will be reduced immediately and set at the new agreed level for future events, at the reasonable request of Pollution Control, in the event of any genuine residential noise nuisance complaint.
- Patrons who disregard signage and verbal instructions regarding noise will be asked to move inside and/or leave the premises.
- A noise limiting device must be installed and must operate at all times when regulated entertainment takes place at the premises. The device must be of a type, in a location and set at a level [Insert: specify if known or approved in writing by the appropriate officer of the Council].

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- Sound levels will be reduced immediately and set at the new agreed level for future events, at the reasonable request of Pollution Control, in the event of any genuine residential noise nuisance complaint.
- Patrons who disregard signage and verbal instructions regarding noise will be asked to move inside and/or leave the premises.
- A noise limiting device must be installed and must operate at all times when regulated entertainment takes place at the premises. The device must be of a type, in a location and set at a level [Insert: specify if known or approved in writing by the appropriate officer of the Council].
- The location and orientation of loudspeakers must be as specified on the attached premises plan.
- The Premises Licence Holder will appoint a waste management company which will produce a waste management plan for the Licensed Premises. The Waste Management Plan will include sufficient suitably trained and equipped staff who will be employed to collect litter during and after the event.
- I will be responsible for the disposal of waste on the frontage of the premises and make provision for the emptying of litter bins in the vicinity of the premises.
- Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect the needs of local residents and use the area quietly.
- Loudspeakers shall not be located in the entrance and exit of the premises or outside the building.
- A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open. This telephone number and/or is to be made available to residents and businesses in the vicinity.
- An attendant shall be on duty in the cloakroom during the whole time that it is in use.
- Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties, save insofar as they are necessary for the prevention of crime.

Protection of children from harm

- Where children are allowed on the premises, information shall be displayed [Insert: location] on what to do if there is a cause for concern regarding a child's welfare.
 - When children are allowed upon the premises, any entertainment offered within the premises will be suitable for young persons.
 - Children will be required to be supervised by the accompanying adult at all times. A recognised Proof of Age Policy will be enforced
 - The Premises Licence Holder will carry out a risk assessment for every event to consider the implications of attendance of children at the event. If appropriate information will be given out in advance to say that no-one under the age of 16 years should attend the event unless accompanied by an adult.
 - Entrance to any such entertainment shall be restricted so that persons under the appropriate age limit are not able to gain entry to such entertainment.
 - Where the event involves the display of cinematic films, the following certification shall be used on all promotional material, tickets and entrances: U Universal; PG Parental Guidance; 12/12 A Passed only for viewing by a person aged 12 or over or persons under the age of 12 if accompanied by an adult; 15 Passed only for viewing by persons aged 15 or over; 18 Passed only for viewing by persons aged 18 or over.
 - Entrance to any such entertainment shall be restricted so that persons under the appropriate age limit are not able to gain entry to such entertainment.
 - Appropriate signage will be in place warning of any age restrictions.
 - At the point of sale of tickets for events recommendations will be given upon the suitability of the entertainment and the attendance of children whether accompanied or not.
 - At events when children are present, parents and guardians will be advised to instruct children to contact security, stewards, police or first aiders if they become separated
 - Staff at the event will be briefed with the protocol for appropriately escorting and caring for children until they are reunited with parents / guardians.
 - No person under the age of [Insert: age] years of age is permitted to enter 16 or remain on the licensed premises when alcohol is being sold or supplied.
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Delivery Conditions

- 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, and sounding horns to signal their arrival. The driver will park his bike considerately without causing any obstruction to the highway.
- No deliveries or collections relating to licensable activities at the premises will take place between the hours of [Insert: specify hours].
- All deliveries of alcohol shall only be delivered to a premises address with a valid postcode and will only be delivered directly to that property.
- Customers must be instructed when placing the order that they will not be able to collect the order from the vehicle. All deliveries will only be made directly to the property address and customers will not be permitted to take orders from the vehicle.
- Customers must be instructed when placing the order that they will not be able to collect the order from the vehicle. All deliveries will only be made directly to the property address and customers will not be permitted to take orders from the vehicle.
- The premises licence holder will ensure that a sticker is applied to all consignments of alcohol stating "Note to delivery service: this package contains age restricted products. Ensure recipient is over 18."
- All delivery staff shall be trained in:
 - a. relevant age restrictions in respect of products,
 - b. recognising signs of drunkenness
 - c. how to refuse service.
 - d. conflict management
- The designated premises supervisor will manage a file which will contain all the relevant material which relates to preventing the sale of age restricted products to minors. The file will be used in the course of providing refresher training to staff on preventing sales of age restricted products to minors.
- To provide training, at least every three months, to all existing employees and delivery drivers, on the law relating to underage sales. To keep written records of all training provided in respect to the law relating to under age sales of alcohol. Staff to sign and date records to confirm that the training has been received and understood.

- Age verification tick box and date of birth must be obtained before any purchase of alcohol on website, mobile app and telephone order forms.
- Also with age statement, date of birth and tick box reference to age verification upon delivery on website, mobile app or telephone orders. This statement must also be given verbally via telephone orders and confirmed on telephone order form.
- Attach label to outside of package next to address label, 'Challenge 25-This package contains an 18+ restricted product – do not deliver to person under 18',
- Challenge 25 to be operated and applied to all deliveries of alcohol by drivers. Age verification to be undertaken at point of delivery on all occasions. The check shall be made by examining either a passport, photographic driving licence or PASS approved proof of age card. These checks must be made for every sale of this nature regardless of previous checks.
- A refusals log is to be kept by every driver up to date with all refusals of alcohol to underage persons. A copy of these logs are to be collated and copied weekly and made available immediately on request of authorised officers of Trafford Council or GMP. The designated premise supervisor will manage the file with collated information.
- To make available all training records immediately upon request by authorised officers of Trafford Council and GMP.
- To notify staff of any reports of alleged underage sale incidents that has been brought to your attention by Trading Standards. To keep a log of such notifications on file, ready for inspection by authorised officers of Trafford if required. To record any remedial action following a report from Trading Standards of alleged underage sales from the premise. To produce a copy of the 'Record of Remedial Action' if requested by an authorised officer of your local Council.
- A 'Challenge 25' policy shall be operated at all times. The policy must be understood by all employees. The policy will be documented, read and signed by all individuals working at the business to indicate that they understand it. The policy must require all staff to check the identification of all persons who appear to be less than 25 years of age. The check shall be made by examining either a passport, photographic driving licence or PASS approved proof of age card. These checks must be made for every sale of this nature regardless of previous checks. Any individual who works at the premise must be aware of the 'Challenge 25' policy.
- A message will be displayed on the website notifying customers of the Challenge 25 policy in place and that orders will not be left with any person under 18 years of age upon delivery and that the courier may request the recipient to produce satisfactory identification evidence to prove that they are at least 18 years of age.
- A record shall be maintained at the premises of any refused delivery of alcohol. The records shall be made available to Police or an authorised officer of the Council at any reasonable time.

Large scale event/unique premises

- Each calendar year a minimum of 2 months' notice (or such lesser period of notice as the Licensing Authority may reasonably agree) will be given to the Licensing Authority and Responsible Authorities of each of the proposed licensable activities.
- The notice to the Licensing Authority and Responsible Authorities will include the following:
 1. The date of the proposed event.
 2. The start and finish times of the licensable activities.
 3. The start and finish times of the sale or supply of alcohol and location of points of sale or supply.
 4. A brief description of the licensable activities proposed, including any unusual features.
 5. The anticipated number of attendees.
 6. The areas of the Licensed Premises to be used.
 7. Other events which are scheduled to take place on the same day.
- Any event not covered by the General Safety Certificate requires an application to the Local Authority under the Special Safety Certificate Application process.
- Where an event with a capacity of more than the capacity permitted by the General Safety Certificate is proposed, the Premises Licence Holder will make all reasonable enquiries and take all reasonable steps to ensure that date of the event does not coincide with the date of another major event already scheduled in the locality which has the potential to overwhelm public transport facilities and/or the emergency services.
- During the course of any event that requires a General Safety Certificate the person in control shall be a NVQ Level 4 Safety Officer with suitable experience or otherwise qualified with the necessary level of experience as specified by the current edition of the Guide to Safety at Sports Grounds.
- The Venue will maintain a Major Incident contingency and emergency plans (including a Major Incident Plan) which shall be made available to Responsible Authorities upon request.
- The Licensed Premises shall accord with the Operations Manual and the Special/General Safety Certificate in consultation with and to the satisfaction of the Sports Ground and Licensing Officer. If the Operations Manual is changed or updated then this must be communicated to both the Sports Ground and Licensing Officer.

- The music noise level outside the Licensed Premises, when measured at 1 metre from the windows of the facades at 23-37 Trent Bridge Walk, 30 Great Stone Road and 19 Barlow Road will not exceed 80dB (A) in any period of 15 minutes in the case of outdoor concerts where the audience may exceed 5,000.
- Continuous monitoring and control shall take place at the mixer location. The equipment shall provide for the recording of 1 minute LAeq sound levels on a Type 1 sound level meter connected to a level recorder that shall be in a view of the Sound Engineers
- External noise monitoring shall be undertaken at 1 metre from the said facades during the course of the concert to ensure that the maximum permitted 15 minute LAeq is not exceeded.
- With regard to the exposure of employees and audience to noise, the requirements of the Guide to Health and Safety and Welfare at Pop Concerts and similar events must be complied with.
- At least 21 days prior to any event involving lighting or fireworks visible outside the Licensed Premises a scheme containing full details of such lighting or fireworks shall be submitted by the Premises Licence Holder to the Licensing Authority for approval such approval not to be unreasonably withheld or delayed and any such scheme shall be implemented as approved.
- 4.96 No firework displays at the end of an event shall be held without the consent of the Licensing Authority.
- If appropriate, a qualified medical practitioner is present throughout a sports entertainment involving boxing, wrestling, judo, karate or other sports entertainment of a similar nature
- Any ring is constructed by a competent person and/ or inspected by a competent authority.
- At any wrestling or other entertainments of a similar nature members of the public do not occupy any seat within 2.5 metres of the ring.
- At water sports entertainments, staff adequately trained in rescue and life safety procedures are stationed and remain within the vicinity of the water at all material times (see also Managing Health and Safety in Swimming Pools issued jointly by the Health and Safety Executive and Sport England
- A suitable and sufficient health and safety risk assessment (or Event Management Plan) of the boxing activity be submitted to the Licensing Authority and Environmental Health a minimum of 28 days prior to each event taking place.
- Football, Rugby and screening of football, must be notified to the Local Authority in line with the General safety Certificate.

- Concerts, Boxing and any other event that requires a Special Safety Certificate- Three months prior to an event must be notified to the Licensing Authority and Responsible Authorities of each of the dates of each of the proposed events together with a brief description of the licensable activities proposed.
- As part of the event management plan we would expect the following points to be addressed:

Full contact details of the organisers and other parties involved in the event.

The medical cover that will be provided at this event. The Council expect that a Registered Doctor and a Paramedic will be provided as a minimum. The Council would also prefer that an ambulance be also provided.

Medical checks that will be carried out on the boxers before and after the fight. The Council would expect all boxers taking part to have a medical card and competition record book. This should detail previous bouts, medical history etc.

How boxers will be matched up for the event. All boxers will be expected to be evenly matched and fall in the same weight category.

Description of how the safety of minors will be protected during the event. The Council would not expect to see any fighters under the age of 18 matched up with those over 18. Fights involving minors should not be taking place late in the evening.

.Details of the ring set up and who will be carrying this out.

The numbers of referees and judges taking part in the event.

The type and weight of boxing gloves that will be used by the boxers and how these will be inspected.

What will be the safety rules for the fight and how these rules will be communicated to the boxers, coaches, trainers and other relevant parties

Details of the Personal Protective Equipment that will be worn by boxers.

Actions that will be taken in an emergency and how parties will communicate.

Site checks that will be completed prior to the event taking place.

- The capacity will not exceed the maximum capacity permitted by the premises licence or the capacity permitted by the Special/General safety certificate, whichever is the lower.
- For Concerts, Boxing and other events requiring a Special Safety Certificate -An Event Management Plan must be produced no later than 2 months prior to an event and the Final Event Management Plan to be produced no later than 28 days, before an event takes place under the provisions of this section, or within such a lesser period may be agreed by the Licensing Authority. This should be available upon request of the Police and any responsible authorities to inspect, should this be requested.

- The Premises Licence Holder shall carry out a sound propagation test prior to the event to determine the maximum sound level of the mixer which is required to achieve the external conditions. The Licensing Authority and the Premises Licence Holder shall agree the maximum level.
- Continuous monitoring and control shall take place at the mixer location. The equipment shall provide for the recording of 1 minute LAeq sound levels on a Type 1 sound level meter connected to a level recorder that shall be in view of the sound engineers.
- Once agreed with the Licensing Authority the Premises Licence Holder shall write to residents of surrounding private dwellings at addresses specified by the Licensing Authority at least 14 days before the first concert day with the pre-event information
- The sound checks shall take place only at the times agreed by the Licensing Authority.
- At least 28 days prior to any event involving lighting or fireworks visible outside the Licensed Premises a scheme containing details of such lighting or fireworks shall be submitted by the Premises Licence Holder to the Licensing Authority for approval, such approval not to be unreasonably withheld or delayed and any such scheme shall be implemented as approved
- Recorded music volume shall not exceed LAeq () (5 min) ()dba during the wind down period.
- For every minute over the finishing time of an event (agreed with the local authority) the premise will be fined £1000.
- The music noise level of the Licensed Premises will not exceed 80dB (A) – any singular or part dB over the premise will be fined £1000.
- The music noise level outside the Licensed Premises, will not exceed 80dB (A) in any period of 15 minutes in the case of outdoor concerts where the audience may exceed 5,000.
- The Premises Licence Holder will not take bookings in respect of Animal Exhibitions and shows where mutilated animals including dogs with docked ears, and cropped tails and those that are similar to those that are prohibited under Section 1 of the Dangerous Dogs Act 1991 and associated regulations or where persons engaged in selling, exhibited or displayed animals in absence of a licence being issued to them under The Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations Act 2018