

## **Forbidden Fruit – Licensing conditions in addition to mandatory conditions.**

1. The Premises Licence holder shall make sure that all staff are trained in the main principles of the Licensing Act 2003, notably the promotion of the four licensing objectives, and the specific conditions of this premises licence before being allowed to sell alcohol and document on individual staff records what was specifically covered and when this training takes place.
2. All staff (paid or unpaid) shall be trained in respect of the law relating to the sale of alcohol, acceptable forms of ID, Challenge 25 and the procedure on handling and record refusals within one week of starting work.
3. All staff (paid or unpaid) receive refresher training every six months about their responsibilities under the Licensing Act 2003 and training records will be available to police and authorised officers on reasonable request.
4. Up to date training logs are to be maintained and held on the licensed premises confirming the full name of the staff member, date of training and topics addressed during the training.
5. Training logs must to be made available to Responsible Authorities immediately upon request.
6. No member of staff (paid or unpaid) may work with the sale or supply of alcohol without having first been trained as set out in condition 2.
7. The Designated Premises Supervisor shall co-operate with reasonable requests made by authorised officers of responsible authorities under the Licensing Act 2003 to ensure the licensing objectives are not undermined.
8. The Duty Manager will patrol the front, side and rear of the premises every hour to ensure no anti social behaviour is occurring within the vicinity of the premises.
9. All on sales of alcohol shall be sold by table service only.
10. There shall be no vertical drinking at the premises.
11. A CCTV recording system shall be installed, operated and maintained.
12. The system shall incorporate a camera covering the entrance door and be capable of providing an image which is regarded as 'identification standard' of all persons entering and/or leaving the premises.
13. The CCTV system shall be in operation at the premises at all times when the premises are used and occupied for the provision of licensable activity.
14. All CCTV recordings shall be securely stored for a minimum of period of 31 days with date and time stamping.
15. A staff member at the premises who can operate the CCTV system shall be on the premises at all times when the premises are open to the public.
16. This staff member shall be able to show the Police and/or officers from the Licensing Authority recent data or footage on immediate request.
17. Signage indicating that a CCTV recording system is in operation shall be displayed prominently in the premises.

18. No alcohol shall be supplied if the CCTV equipment is inoperative for any reason.
19. A premises daily incident log shall be kept at the premises and made available on request to an authorised officer of the Council or Responsible Authorities. It will record the following: (a) all crimes reported to the venue (b) any complaints received concerning crime and disorder (c) any incidents of disorder (d) any faults in the CCTV system, (e) any refusal of the sale of alcohol (f) any visit by a relevant authority or emergency service.
20. This incident log shall be maintained and kept for a rolling period of 12 months.
21. All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.
22. The premises licence holder shall ensure that a suitable fire risk assessment and emergency plan is in place at all times and supply a copy of the plan on request.
23. Regular checks (at least weekly) and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms and equipment to ensure their continued safe operation. A written record of these checks shall be kept and made available to an authorised officer of the licensing authority or Police or Fire Officer on request.
24. An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.
25. Disposal of empty bottles into any waste receptacle will not be permitted between the hours 23:00 and 7:00.
26. Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 19:00 and 07:00.
27. Patrons smoking outside the premises shall be monitored regularly to ensure the potential for noise nuisance is controlled.
28. The premises' frontage shall be regularly monitored to keep it clean and clear of litter and inspected at least every hour. A written log of such inspections will be kept and made available to an authorised officer of the licensing authority or Police on request.
29. Prominent, clear and legible notice are displayed at all exits, requesting patrons to respect the needs of local residents and leave the premises and the area quietly.
30. No person shall be allowed to leave the premises whilst in the possession of any open drinking vessel, whether empty or containing any beverage.

### **Dispersal Policy**

31. The management and staff of Forbidden Fruit will ensure a safe, orderly and quiet egress of the premises by their customers.
32. The management and staff of Forbidden Fruit will clear the immediate vicinity of the licensed premises at the end of the evening and make sure that all customers leave without causing disturbance or any other disorder.

33. The duty manager will be on duty to supervise the dispersal at the end of the evening and will keep a written log (incident book) of any noise, disturbance or nuisance issues that arise.
34. Any person identified as not conforming to the dispersal policy or not following instructions will be verbally warned and this will be entered in the incident book.
35. A second occurrence by this person will result in them being refused entry into the venue in the future.
36. Customers are forbidden from taking alcohol or glassware off the premises. This will be indicated by both clear signage near relevant exits and staff announcements.
37. Management and Staff on duty will have particular responsibility for ensuring that no alcohol or glassware leaves the premises.
31. The bar and any table service will stop serving alcohol 30 mins prior to closing and customers will be encouraged to leave the venue gradually over the 30 min period and not herded out when all licensable activity ceases.
32. There will be free tap water available to any customer who requires it during the 30 min period prior to closing.
33. Customers will be asked by Management and Staff to respect the neighbours and leave the venue in a quiet and responsible fashion. This will also be indicated by clear signage by relevant exits.
34. Any customers found loitering outside the premises will be asked politely to leave quietly. This will be done to ensure a swift and efficient dispersal of the area to ensure that local residents are not disturbed.
35. Customers will be encouraged to wait inside for a taxi, and, offered water while waiting.
36. Staff will be familiar with local public transport links and last times for buses, tubes and trains and will be able to advise customers prior to them leaving the venue.
37. Details of taxi services will be available to customers, either by the availability of leaflets, or business cards.
38. The venue will establish a relationship with a local taxi provider in order to provide customers leaving the venue a safe and convenient service. The taxi providers will be asked to enter the venue to collect their fares to prevent nuisance.
39. The Duty Managers contact number and email address will be displayed at the front of the premises for local residents to get in contact with any issues.
40. All incidents will be logged in writing in accordance with the venue's policies and the terms of its license.
41. The premises licence holder or the designated premises supervisor will attend every pubwatch meetings for the area to engage with other local businesses to ensure safety of the community.
42. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are the following recognised photographic identification cards: a driving licence, a passport, a military identification card or a Proof of Age card carrying a 'PASS' logo.

43. Notices advertising that the premises operates a "Challenge 25" scheme shall be displayed in a clear and prominent position at the premises entrance and also at least at one location behind the till advising customers that such a scheme is in operation.
44. All occasions when persons have been refused service shall be recorded in the premises daily incident log.
45. The premise licence holder or Designated Premises Supervisor shall ensure that all management and staff who are not personal licence holders are fully trained and briefed on the four licensing objectives and Challenge 25 and ensure they are adhered to.
46. Children under 13 must be accompanied by an adult over the age of 18 years of age.