



# MANCHESTER CITY COUNCIL

## LICENSING ACT 2003 PREMISES LICENCE

<b>Premises licence number</b>	127773
<b>Granted</b>	14/05/2010

### Part 1 - Premises details

<b>Name and address of premises</b>		
Manchester Cathedral Manchester Cathedral, Victoria Street		
<b>Post town</b>	<b>Post code</b>	<b>Telephone number</b>
Manchester	M3 1SX	

<b>Licensable activities authorised by the licence</b>
1. The sale by retail of alcohol*.
* All references in this licence to "sale of alcohol" are to sale by retail.

### The times the licence authorises the carrying out of licensable activities

<b>Sale by retail of alcohol</b>							
<b>Standard timings</b>							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1800	1800	1800	1800	1800	1800	1800
Finish	0000	0000	0000	0000	0000	0000	0000
The sale of alcohol is licensed for consumption both on and off the premises.							
<b>Seasonal variations and Non standard Timings:</b>							
None							

<b>Hours premises are open to the public</b>							
<b>Standard timings</b>							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	0600	0600	0600	0600	0600	0600	0600
Finish	0030	0030	0030	0030	0030	0030	0030
<b>Seasonal variations and Non standard Timings:</b>							
None							

### Part 2

<b>Name, (registered) address, telephone number and email (where relevant) of holder of premises licence</b>
The Very Reverend Rogers Morgan Govender Manchester Cathedral, Victoria Street, Manchester, M3 1SX 0161 833 2220

<b>Registered number of holder, for example company number, charity number (where applicable)</b>
Not Applicable

**Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol**

Mr Peter Mellor

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol**

Personal Licence number: KMCPL0937

Issuing Authority: Kirklees Metropolitan Borough Council

**Annex 1 – Mandatory conditions**

**Door Supervisors**

Only individuals licensed by the Security Industry Authority shall be used at the premises to undertake security activities, which include guarding against: -

- a) Unauthorised access or occupation (e.g. through door supervision),
- b) Outbreaks of disorder, or
- c) Damage

**Supply of alcohol**

1. No supply of alcohol may be made under this premises licence:
  - a) At a time when there is no designated premises supervisor in respect of the premises licence or,
  - b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
2. **Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.**
3. The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises. **In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:**
  - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–
    - i drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
    - ii drink as much alcohol as possible (whether within a time limit or otherwise);
  - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
  - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
  - d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on–
    - i the outcome of a race, competition or other event or process, or
    - ii the likelihood of anything occurring or not occurring;
  - e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

## Annex 2 – Conditions consistent with the operating schedule

1. Emergency exits will remain unlocked and free from obstruction at all times.
2. Alcohol shall only be sold/supplied to those attending pre-arranged functions.
3. Signage shall be displayed detailing the actions to be taken in the event of a fire or other emergency.
4. Staff shall be provided with adequate and appropriate training.

## Annex 3 – Conditions attached after a hearing by the licensing authority

1. The Premises Licence Holder or DPS will upgrade the current CCTV system covering the interior of the Cathedral so that the images may be recorded and any area where visitors have legitimate access must be sufficiently illuminated for that purpose.  
All CCTV recorded images will have sufficient clarity / quality / definition to enable facial recognition. CCTV will be kept in an unedited format for a period of 28 days and any DVD subsequently produced will be in a format so it can be played back on a standard personal computer or standard DVD player.  
Any person left in charge of the premises must be trained in the use of any such CCTV equipment and able to produce / download / burn CCTV images upon request by a person from a responsible authority.  
CCTV will be maintained on a regular basis and kept in good working order. CCTV maintenance records to be kept details of contractor used and work carried out to be recorded.  
Plans indicating the position of CCTV cameras to be submitted to be lodged with City Centre Safe.  
Where the recording is on a removable medium (i.e. videotape, compact disc, flash card etc.), a secure storage system to store those recording mediums shall be provided.
2. A smoking policy to be drawn up by the Premises Licence Holder or Designated Premises Supervisor to include a clearly defined area and numbers permitted in area at one time and lodged with City Safe within 14 days of a premises licence being granted.
3. A dispersal policy to be drawn up by the Premises Licence Holder or Designated Premises Supervisor to include roles of all staff including doorstaff and lodged with City Safe within 14 days of a premises licence being granted.
4. Any externally promoted event the Premises Licence Holder or Designated Premises Supervisor to contact the City Centre Safe office at Bootle Street Police Station at least 28 days prior to the event so that the event can be properly risk assessed.
5. Any person who tries to gain entry to the premises who is involved in disorderly conduct or anti social behaviour outside the premises will not be permitted entry to the premises. The Premises Licence Holder or Designated Premises Supervisor shall ensure that any person within the premises who is involved in disorderly conduct or anti social behaviour inside the premises will be removed from the premises.
6. Staff shall not to allow to enter or to allow to remain in the premises any person who is notified to the premises licence holder by Greater Manchester Police as being a person of bad character by way of association to other persons or by convictions at court.
7. The need for door security will be assessed by the Premises Licence Holder or Designated Premises Supervisor on a regular basis and door staff shall be employed when and where the risk assessment deems this appropriate. When they are employed they will wear Hi-Vis jackets
8. A written record shall be kept on the premises by the Premises Licence Holder or Designated Premises Supervisor of every person employed on the premises as security personnel in a register kept for that purpose. That record shall contain the following details:-
  - (i) the door supervisor's name, date of birth and home address;
  - (ii) his/her Security Industry Authority licence number;
  - (iii) the time and date he/she starts and finishes duty;
  - (iv) the time of any breaks taken whilst on duty;
  - (v) each entry shall be signed by the door supervisor.

That register shall be available for inspection on demand by an Authorised Officer of the Council, the Security Industry Authority or a Police Constable

9. The Challenge / Think 21 policy will be implemented in full and appropriate identification will be sought from any person who appears under the age of 21 The only forms of identification to be accepted will be photo driving licence, passport or any form of identification carrying the pass logo.

10. Notices will be displayed indicating that the Challenge / Think 21 policy is in force.
11. Staff training will include the Challenge / Think 21 policy and its operation. In particular staff will be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those persons are engaged in the distribution of alcohol to persons under the age of 18. The training will be given to a new member of staff before they commence paid employment and all staff will be retrained every 3-4 months. To also include drunkenness.
12. All training will be documented.
13. Upon reasonable notice given by the City Safe Licensing Unit of Greater Manchester Police based at Bootle Street Police Station the premises will agree not to sell alcohol when high profile events are being held within the North Manchester Division of Greater Manchester Police (e.g. Manchester Derby)
14. Signs shall be displayed at the exits from the premises requesting that customers respect local residents and leave the premises in a quiet manner.
15. Local taxi numbers shall be available for customers to assist in ordering a taxi.

#### **Annex 4 – Plans**

See attached.