



## **Licensing Sub Committee Hearing Panel**

Date: Thursday, 29 October 2020

Time: 10.00 am

Venue: Dial: 033 3113 3058      Room number: 37978770 #  
PIN: 2991 #

Everyone is welcome to attend this Sub-Committee meeting.

### **The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

Under the provisions of these regulations the location where a meeting is held can include reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers. This meeting is by way of a telephone conference. You can listen to the call as it takes place, the number of people able to listen to the live call is limited to 90.

## **Membership of the Licensing Sub Committee Hearing Panel**

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**Councillors** - Andrews, Hewitson and Jeavons

## Agenda

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**1. Urgent Business**

To consider any items which the Chair has agreed to have submitted as urgent.

**2. Appeals**

To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.

**3. Interests**

To allow Members an opportunity to [a] declare any personal, prejudicial or disclosable pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; [c] the existence and nature of party whipping arrangements in respect of any item to be considered at this meeting. Members with a personal interest should declare that at the start of the item under consideration. If Members also have a prejudicial or disclosable pecuniary interest they must withdraw from the meeting during the consideration of the item.

**4. New Premises Licence - TBC, 945 Oldham Road, Manchester, M40 2FE - determination**

5 - 8

The determination papers are enclosed.

**5. Summary Review of Premises Licence - The Valley, Glendower Drive, Manchester, M40 7TD**

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The report of the Head of Planning, Building Control and Licensing is enclosed.

## Information about the Committee

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The Licensing Sub-Committee Hearing Panel fulfills the functions of the Licensing Authority in relation to the licensing of premises.

A procedure has been agreed which governs how the Panel will consider such applications.

Decisions made by the Panel will be under delegated authority and will not require to be referred to the Council for approval. Meetings are controlled by the Chair, who is responsible for seeing that the business on the agenda is dealt with properly.

Copies of the agenda are published on the Council's website. Some additional copies are available at the meeting from the Governance Support Officer.

The Council is concerned to ensure that its meetings are as open as possible and confidential business is kept to the strict minimum. When confidential items are involved these are considered at the end of the meeting at which point members of the public are asked to leave.

Smoking is not allowed in Council buildings.

Joanne Roney OBE  
Chief Executive  
Level 3, Town Hall Extension,  
Albert Square,  
Manchester, M60 2LA

## Further Information

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For help, advice and information about this meeting please contact the Committee Officer:

Ian Hinton-Smith  
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This agenda was issued on **Tuesday, 20 October 2020** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

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## Licensing Act 2003 (Hearings) Regulations 2005

**Reference:** 249102  
**Name:** TBC  
**Address:** 945 Oldham Road, Manchester, M40 2FE  
**Ward:** Miles Platting & Newton Heath  
**Application Type:** Premises Licence (new)  
**Name of Applicant:** Shakeel Ahmed  
**Date of application:** 16 September 2020

Agreement has been reached between the applicant and all parties that submitted relevant representations.

The Sub-Committee is asked to grant the application subject to the modifications agreed between the parties without the need for a hearing.

If the Sub-Committee is not minded to grant the application as above, it is requested to adjourn the matter for a full hearing to be held to determine the application.

<b>Proposed licensable activities and opening hours to be granted</b>	
<p>The supply of alcohol for consumption off the premises only: Mon to Sun 8:30am to 10:30pm</p> <p>Opening hours: Mon to Sun 8:30am to 10:30pm</p>	

<b>Representations received</b>	
Trading Standards	Concerns that the application is short on detail on what procedures the premises will implement to prevent underage sales of alcohol and thereby promoting the licensing objective of the protection of children from harm.
Licensing & Out of Hours Compliance	Concerns regarding issues of public nuisance in relation to nearby residential accommodation.

## Agreements between parties

### Trading Standards:

1. That a Challenge 25 policy is implemented
2. The Challenge 25 scheme and the proof of age checks operated must 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.
3. 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.
4. The premises shall display prominent signage indicating at any point of sale and at the entrance to the premises that the Challenge 25 scheme is in operation.
5. The premises shall display prominent signage indicating at any point of sale and at the entrance to the premises 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.
6. 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, a description of the customer, 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.
7. All staff authorised to sell alcohol shall be trained in:
  - a. The prevention of underage sales of alcohol
  - b. The prevention of proxy purchases of alcohol
  - c. Maintenance of the refusals log
  - d. Where till prompts are installed, how to enter sales correctly on the tills so the prompts show as appropriate
  - e. How to refuse service
8. Training must include evidence that the trainee has gained knowledge and understanding of the training, which may consist of a test or quiz, completed and signed by the trainee.

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 Manchester City Council.

### Licensing & Out of Hours Compliance:

1. All staff shall be briefed and be aware of their responsibilities and relevant company operating procedures before they commence paid duty at the

premises.

2. The premises licence and/or Designated Premises Supervisor (DPS) shall carry out reviews of security incidents at the premises. Such reviews shall be documented and conducted at least quarterly and include details of any remedial action identified and implemented. Copies of the security review shall be made available upon inspection by a responsible authority, police officer, or authorised officer.
3. 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 6 monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.
4. The premises shall display prominent signage indicating at any point of sale that it is an offence to sell alcohol to anyone who is drunk.
5. A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of Manchester City Council at all times while the premises are open.
6. 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 while 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 must be in a format that 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.
7. All firefighting equipment is inspected and serviced in line with the appropriate British Standard.
8. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
9. Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance.
10. A direct telephone number for the manager of the premises shall be publicly available at all times the premises are open. This telephone number is to be made available to residents in the vicinity.
11. Litter bins shall be provided at the premises in sufficient capacity to ensure that customers can adequately dispose of any litter.

**Background documents (available for public inspection):**

- Manchester City Council Statement of Licensing Policy 2016 - 2021
- Guidance issued under section 182 of the Licensing Act 2003, April 2017
- Original application form
- Representations made against application and respective agreements

**Manchester City Council  
Report for Resolution**

**Report to:** Licensing Sub-Committee Hearing Panel – 29 October 2020

**Subject:** The Valley, The Valley, Glendower Drive, Manchester, M40 7TD  
(Summary Review of Premises Licence, App ref: 251781)

**Report of:** Head of Planning, Building Control & Licensing

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**Summary**

Review of the premises licence under s53C of the Licensing Act 2003

**Recommendations**

That the Panel consider what steps are appropriate for the promotion of the licensing objectives taking into account any change in circumstances since any interim steps were imposed, consider any relevant representations, and review the interim steps already taken.

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**Wards Affected:** Harpurhey

<b>Manchester Strategy Outcomes</b>	<b>Summary of the contribution to the strategy</b>
A thriving and sustainable City: supporting a diverse and distinctive economy that creates jobs and opportunities	Licensed premises provide a key role as an employer, in regeneration, and in attracting people to the city. The efficient processing of applications as well as effective decision making in respect of them, plays an essential role in enabling businesses to thrive and maximise contribution to the economy of the region and sub-region.
A highly skilled city: world class and home grown talent sustaining the city's economic success	An effective Licensing regime will enable growth in our City by supporting businesses who promote the Licensing Objectives.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	The Licensing process provides for local residents and other interested parties to make representations in relation to licensing applications. Representations have to be directly related to the licensing objectives.
A liveable and low carbon city: a destination of choice to live, visit and work.	An effective licensing system supports and enables growth and employment in our City with neighbourhoods that provide amenities

	suitable to the surrounding communities.
A connected city: world class infrastructure and connectivity to drive growth	

**Full details are in the body of the report, along with any implications for:**

Equal Opportunities Policy  
Risk Management  
Legal Considerations

### **Financial Consequences – Revenue**

None

### **Financial Consequences – Capital**

None

### **Contact Officers:**

Name: Fraser Swift  
Position: Principal Licensing Officer  
Telephone: 0161 234 1176  
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Name: Ashia Maqsood  
Position: Technical Licensing Officer  
Telephone: 0161 234 4139  
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### **Background documents (available for public inspection):**

- Manchester City Council Statement of Licensing Policy 2016 - 2021
- Guidance issued under section 182 of the Licensing Act 2003, April 2018
- Licensing Act 2003 (Hearings) Regulations 2005
- Any further documentary submissions by any party to the hearing

## 1. **Introduction**

- 1.1 On 05/10/2020, an application was made by Greater Manchester Police under s53A of the Licensing Act 2003 for a Summary Review of the Premises Licence for The Valley, The Valley, Glendower Drive, Manchester, M40 7TD in the Harpurhey ward of Manchester.
- 1.2 A location map and photograph of the premises is attached at **Appendix 1**.
- 1.3 Summary reviews can be undertaken when the police consider that the premises concerned are associated with serious crime or serious disorder (or both). The summary review process allows interim conditions to be quickly attached to a licence and a fast track licence review.
- 1.4 A 10 working-day public consultation exercise has been undertaken in accordance with Licensing Act 2003 regulations; requiring the application to be advertised by the displaying of a blue notice at or on the premises and details of the application published on the Council's website.
- 1.5 Under section 53C of the Licensing Act 2003, the licensing authority must hold a full review of the premises licence and determine the review within 28 days after the day of receipt of the application.
- 1.6 Following the review under section 53C, the licensing authority must then review the interim steps in place and determine whether it is appropriate for the promotion of the licensing objectives for the steps to remain in place, or if they should be modified or withdrawn.

## 2. **The Application**

- 2.1 A copy of the application is attached at **Appendix 2**.
- 2.2 The application for a summary review was submitted on the grounds that the premises are associated with serious crime and serious disorder

The incident that triggered this summary review is as follows:

During the afternoon of Saturday 2<sup>nd</sup> October 2020 a wake was held at the premises and was attended by a large crowd of people estimated at more than 50. During this wake GMP received numerous calls from local residents stating that people attending were blocking the roads and driving round on quad bikes and intimidating them. There were also calls stating that people were fighting at the premises and bottles were being thrown.

Police patrols attended at the premises and were met by a violent crowd who threatened them and threw bottles at them causing them to withdraw and await further patrols.

At approximately 1730 hours an argument has started inside the premises which has then led to a mass brawl outside during which 2 males were attacked with knives and received significant injuries. The males later presented at Manchester Royal Infirmary. Several windows were smashed at the premises during the mass brawl.

Shortly after this sufficient numbers of police officers made to the location and brought the situation under control and the premises was emptied and secured as a crime scene.

2 Crime reports for Section 18 Wounding with Intent and a crime for Violent Disorder have been submitted and enquiries are continuing to trace the offenders.

### 2.3 Interim Steps pending the review

- 2.3.1 Within 48 hours of receiving a summary review application, under s53B of the Licensing Act 2003 the licensing authority must consider whether it is necessary to take interim steps pending the review of the licence for the promotion of the licensing objectives.
- 2.3.2 On 05/10/2020, a Licensing Sub-Committee Hearing Panel held a hearing to consider taking such interim steps and the decision of the Panel was to suspend the premises licence. The decision of the panel is included as **Appendix 3**.
- 2.3.3 The premises licence holder may make representations against the interim steps taken by the licensing authority. Under s53B of the Licensing Act 2003 the licensing authority must within 48 hours of the time of its receipt of the representations, hold a hearing to consider those representations.
- 2.3.4 The premises licence holder has made representations against the interim steps taken by the licensing authority (**Appendix 3a**)
- 2.3.5 On 19 October 2020, a Licensing Sub-Committee Hearing Panel held a hearing to consider those representations and the decision of the Panel was to withdraw the interim step of suspension of the licence imposed on 5 October 2020 under s 53 B(8) Licensing Act 2003 (**Appendix 3b**).
- 2.3.6 On the date of the review hearing, the licensing authority is required to review any interim steps that are in place and consider whether it is appropriate for the promotion of the licensing objectives for the steps to remain in place, or if they should be modified or withdrawn.

### 3. Current Premises Licence

- 3.1 A copy of the current licence is attached at **Appendix 4**.
- 3.2 The premises licence holder is Andrew Mitchell and has held the licence since 03/10/2005
- 3.3 The designated premises supervisor is Loretta Farrell who has held this position since 07/08/2018
- 3.4 The licensable activities permitted by the licence are:

Sale of Alcohol for consumption on and off the premises  
Monday to Saturday 11am to 11pm

Sunday 12pm to 10.30pm

Recorded Music

Monday to Saturday 11am to 11pm Sunday 12pm to 11.30pm

Opening Hours

Monday to Saturday 11am to 11.30pm Sunday 12pm to 11.30pm

#### **4. Relevant Representations**

- 4.1 Representations may be made by any person or 'responsible authority' during the consultation period. To be 'relevant' and, therefore, able to be taken into account in determining the application, they must be relevant to one or more of the licensing objectives. Where representations are made by persons who are not a responsible authority, they must not be frivolous or vexatious.
- 4.2 No relevant representations have been received in respect of this application

#### **5. Additional information**

- 5.1 No additional information has been received from any party to the application.

#### **6. Key Policies and Considerations**

##### **6.1 Legal Considerations**

- 6.1.1 Hearings under the Licensing Act 2003 operate under the Licensing Act 2003 (Hearings) Regulations 2005.

##### **6.2 New Information**

- 6.2.1 In accordance with Regulation 18 of the Licensing Act 2003 (Hearings) Regulations 2005, the authority may take into account documentary or other information produced by a party in support of their application, representations or notice either before the hearing or, with the consent of all parties, at the hearing.

##### **6.3 Hearsay Evidence**

- 6.3.1 The Panel may accept hearsay evidence and it will be a matter for the Panel to attach what weight to it that they consider appropriate. Hearsay evidence is evidence of something that a witness neither saw nor heard, but has heard or read about.

##### **6.4 The Secretary of State's Guidance to the Licensing Act 2003**

- 6.4.1 The Secretary of State's Guidance to the Licensing Act 2003 is provided to licensing authorities in relation to the carrying out of their functions under the 2003 Act. It also provides information to magistrates' courts hearing appeals against licensing decisions and has been made widely available for the benefit of those who run licensed premises, their legal advisers and the general public. It is a key medium for promoting best practice, ensuring consistent

application of licensing powers across England and Wales and for promoting fairness, equal treatment and proportionality.

- 6.4.2 Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must ‘have regard to’ guidance issued by the Secretary of State under section 182. The Guidance is therefore binding on all licensing authorities to that extent. However, the Guidance cannot anticipate every possible scenario or set of circumstances that may arise and, as long as licensing authorities have properly understood this Guidance, they may depart from it if they have good reason to do so and can provide full reasons.
- 6.4.3 Departure from the Guidance could give rise to an appeal or judicial review, and the reasons given will then be a key consideration for the courts when considering the lawfulness and merits of any decision taken.

## 6.5 **Manchester Statement of Licensing Policy**

- 6.5.1 Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must ‘have regard to’ its statement of licensing policy.
- 6.5.2 The Licensing Policy sets out the vision the licensing authority has for the regulation of licensed premises throughout Manchester and outlines the standards expected in order to ensure the promotion of the licensing objectives in the city. The Panel may depart from the policies should it consider doing so would benefit the promotion of the licensing objectives. Reasons are to be given for any such departure from the Policy.
- 6.5.3 There are a number of references in the Policy to the licensing authority’s expectations of applicants. The licensing authority will not apply the Policy rigidly, but will always have regard to the merits of the case with a view to promoting the licensing objectives.
- 6.5.4 Relevant to this application, the Panel are recommended to have regard to the following sections of the Policy:

### ***Section 6: What we aim to encourage***

This section identifies certain types of venues and initiatives the licensing authority aims to encourage in order to promote an inclusive evening and night-time economy not simply focused on the consumption of alcohol. We aim to encourage:

- Premises that will extend the diversity of entertainment and attract a wider range of participants
- Live music, especially original material, which will provide a range of live performances and styles of music, provided that such entertainment does not undermine the licensing objectives
- National cultural institutions, global sports events and cultural festivals
- Non-drink-led premises, including restaurants, cafes, theatres and cinemas
- Communication and integration with local residents and businesses through licensees consulting with those in the local area prior to an application

- Participation in Pubwatches, off licence forums and other crime-reduction partnerships
- Engagement with the NITENET radio scheme and DISC secure information sharing platform by city centre venues through the Cityco Manchester Business Crime Reduction Partnership
- Designing out crime in the layout of the premises

### ***Section 7: Local factors***

This section sets out key issues that applicants are expected to take into account relevant to the individual characteristics of the premises and address any local factors relevant to their premises.

Having regard to this application, the Panel are recommended to have regard to the following Factors:

- Identified risk factors specific to the licensed premises
- Evidence of pre-existing problems in the area
- Consistency with relevant Council strategies
- The proximity of the premises to local residents and other local businesses, particularly in relation to the potential for nuisance

### ***Section 8: Manchester's standards to promote the licensing objectives***

This section identifies the standards that the licensing authority expects of licensed premises in Manchester. It is recognised that not all standards will be appropriate to apply in every situation to every premises. The degree to which standards would be appropriate is expected to be proportionate to the risk posed against the promotion of the licensing objectives having regard to the individual circumstances of the premises. The standards are not exhaustive and the licensing authority will have regard to any relevant issues raised in any representation that may fall outside them.

- MS1 Implement effective security measures at the premises
- MS2 Effective general management of the premises
- MS3 Responsible promotion and sale of alcohol
- MS5 Prevent on-street consumption of alcohol
- MS6 Provide a Duty of Care for intoxicated or vulnerable customers and medical emergencies
- MS7 Maintain a safe capacity
- MS8 Prevent noise nuisance from the premises
- MS9 Effectively manage exterior spaces (eg beer gardens, smoking areas, table and chair areas on the highway)
- MS10 Operate effective cleansing arrangements, including ensuring the premises and surrounding area are kept clean and free of litter, and adequate arrangements for the secure and responsible storage of refuse
- MS11 Ensure the wellbeing of children on the premises
- MS12 Prevent underage sales of alcohol, including proxy sales

## **7. Conclusion**

- 7.1 A licensing authority must carry out its functions under this Act (“licensing functions”) with a view to promoting the licensing objectives:
- the prevention of crime and disorder
  - public safety;
  - the prevention of public nuisance; and
  - the protection of children from harm.
- 7.2 In considering the matter, the Panel should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant. In reaching the decision, regard must also be had to relevant provisions of the national guidance and the Council’s licensing policy statement.
- 7.3 The Panel must consider what steps are appropriate for the promotion of the licensing objectives taking into account any change in circumstances since any interim steps were imposed, any relevant representations, and review the interim steps already taken (if any).
- 7.4 In making its final determination, the steps the Panel can take are:
- a) To modify the conditions of the premises licence
  - b) To exclude from the scope of the licence any of the licensable activities to which the application relates;
  - c) To remove the designated premises supervisor from the licence;
  - d) To suspend the licence for a period not exceeding 3 months; and
  - e) To revoke the premises licence
- 7.5 The conditions of the licence, with the exception of mandatory conditions in Appendix 1 of the licence, may be modified to alter or omit any of them or to add any new condition, including restricting the times at which licensable activities authorised by the licence can take place.
- 7.6 All licensing determinations should be considered on the individual merits of the application.
- 7.7 The Panel’s determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve. Findings on any issues of fact should be on the balance of probability.
- 7.8 It is important that a licensing authority should give comprehensive reasons for its decisions in anticipation of any appeals. Failure to give adequate reasons could itself give rise to grounds for an appeal.
- 7.9 **The Panel is asked to determine what steps, as set out in 7.4 above, are appropriate for the promotion of the licensing objectives.**

Review of the interim steps

- 7.10 The Panel’s determination of the review does not have effect until the end of the 21 day period given for appealing the decision, or until the disposal of any appeal that is lodged.

- 7.11 To ensure that there are appropriate and proportionate safeguards in place at all times, the licensing authority is required to review any interim steps that it has taken that are in place on the date of the final review hearing. This is to be done immediately after the determination of the review under s53C. In reaching its decision, the panel must consider any relevant representations made.
- 7.12 The steps available to the Panel are:
- a) To modify the conditions of the licence;
  - b) To exclude the sale of alcohol by retail from the scope of the licence;
  - c) To remove the designated premises supervisor from the licence; and
  - d) To suspend the licence.
- 7.13 **Upon the determination of the licence review, the Panel is asked to review the interim steps in place and determine whether it is appropriate for the promotion of the licensing objectives for the steps to remain in place, or if they should be modified or withdrawn.**

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**PREMISE NAME:** The Valley

**PREMISE ADDRESS:** Glendower Drive, Manchester, M40 7TD

**WARD:** Harpurhey

**HEARING DATE:** 29/10/2020

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**ANNEX B**

Greater Manchester Police  
Central Park  
Northampton Road  
Manchester

**CERTIFICATE UNDER SECTION 53A(1)(b) OF THE LICENSING ACT 2003**

I hereby certify that in my opinion the premises described below are associated with serious crime / serious disorder / both serious crime and serious disorder<sup>1</sup>.

*Premises*<sup>2</sup>:

The Vine ( The Valley )  
Glendower Drive  
Manchester

Premises licence number (if known): 50525

Name of premises supervisor (if known): Loretta Farrell

I am a Superintendent Hill <sup>3</sup> in the Greater Manchester police force.

I am giving this certificate because I am of the opinion that other procedures under the Licensing Act are inappropriate in this case, because<sup>4</sup>:

The standard review of the premises licence under section 51 Licensing Act 2003 is inappropriate due to length of time a standard review would take, there are serious concerns as to the serious nature of the incident which require immediate resolution. Greater Manchester Police believe that serious crime and serious disorder has occurred at the premises.

Greater Manchester Police (GMP) will say that the premises are associated with serious crime and serious disorder. Serious crime is defined within the statutory

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<sup>1</sup> Delete as applicable.

<sup>2</sup> Include business name and address and any other relevant identifying details.

<sup>3</sup> Insert rank of officer giving the certificate, which must be superintendent or above.

<sup>4</sup> Give a brief description of why other procedures such as a standard review process are thought to be inappropriate, e.g. the degree of seriousness of the crime and/or disorder, the past history of compliance in relation to the premises concerned.

guidance as per section 81(3)(a) and (b) of the Regulation of Investigatory Powers Act 2000, which states that the conduct constitutes an offence for which a person 21 years of age or over with no previous convictions could reasonably be expected to be sentenced to imprisonment for 3 years or more. Therefore due to the serious crime and serious disorder which has taken place at the premises GMP feel that it is necessary for an expedited review to take place.

The premises are situated on Glendower Drive in the Collyhurst area of Manchester and the premises licence was issued on 03/10/2005. The Premises Licence Holder (PLH) since 2007 is Andrew Mitchell and the Designated Premises Supervisor (DPS) is Loretta Farrell who has held this position since July 2018.

During the afternoon of Saturday 2<sup>nd</sup> October 2020 a wake was held at the premises and was attended by a large crowd of people estimated at more than 50. During this wake GMP received numerous calls from local residents stating that people attending were blocking the roads and driving round on quad bikes and intimidating them. There were also calls stating that people were fighting at the premises and bottles were being thrown.

Police patrols attended at the premises and were met by a violent crowd who threatened them and threw bottles at them causing them to withdraw and await further patrols.

At approximately 1730 hours an argument has started inside the premises which has then led to a mass brawl outside during which 2 males were attacked with knives and received significant injuries. The males later presented at Manchester Royal Infirmary. Several windows were smashed at the premises during the mass brawl.

Shortly after this sufficient numbers of police officers made to the location and brought the situation under control and the premises was emptied and secured as a crime scene.

2 Crime reports for Section 18 Wounding with Intent and a crime for Violent Disorder have been submitted and enquiries are continuing to trace the offenders.

This investigation is in its early stages and there will no doubt be more information uncovered over the coming weeks but what is clear is that serious disorder and serious crimes have occurred at the premises and 2 males have received significant injuries from knives.

The incident has had a terrifying effect on the residents who live near to the premises and indeed other customers who weren't connected to the wake who were present at the premises when this incident occurred.

The powers under sections 53A to 53C of the 2003 Act, are aimed at tackling serious crime and serious disorder, in particular (but not exclusively) the use of guns and knives.

The powers contained under section 53A of the Licensing Act 2003 are necessary and proportionate in light of the association that the premises has to serious crime and serious disorder.

In the interim Greater Manchester Police would request that the Licensing Authority consider suspension of the Premises Licence until the full review is heard before the committee. Serious Crime and serious disorder has occurred at the premises and until the Licensing Committee hear the full review and all the evidence that will be disclosed, to allow the premises to continue to operate as a licensed premises gives concerns that further crime will occur and place customers and staff in danger.. Greater Manchester Police will say that the licensing objectives of the prevention of crime and disorder can only be promoted if the premises licence was suspended until the final determination of the summary review application.

The standard review of the premises licence under section 51 Licensing Act 2003 is inappropriate due to length of time a standard review would take, there are serious concerns in relation to the violence and serious disorder at the premises.

Chris Hill 5<sup>th</sup> October 2020

.....  
(Signed)

.....  
(Date)

## ANNEX C

## FORM FOR APPLYING FOR A SUMMARY LICENCE REVIEW

[Insert name and address of relevant licensing authority and its reference number (optional)]

Manchester City Council

**Application for the review of a premises licence under section 53A of the Licensing Act 2003 (premises associated with serious crime or disorder)**

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 the 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.**

I Alan Isherwood [on behalf of] the chief officer of police for the Greater Manchester police area apply for the review of a premises licence under section 53A of the Licensing Act 2003.

**1. Premises details:**

Postal address of premises, or if none or not known, ordnance survey map reference or description:

**The Vine  
Glendower Drive**

Post town: Manchester

Post code (if known): **M40 7TD**

**2. Premises licence details:**

Name of premises licence holder (if known): Andrew Mitchell

Number of premises licence holder (if known):

**3. Certificate under section 53A(1)(b) of the Licensing Act 2003** [Please read guidance note 1]:

I confirm that a certificate has been given by a senior member of the police force for the police area above that in his opinion the above premises are associated with

serious crime or disorder or both, and the certificate accompanies this application.

(Please tick the box to confirm) ☒

**4. Details of association of the above premises with serious crime, serious disorder or both:**

[Please read guidance note 2]

The standard review of the premises licence under section 51 Licensing Act 2003 is inappropriate due to length of time a standard review would take, there are serious concerns as to the serious nature of the incident which require immediate resolution. Greater Manchester Police believe that serious crime and serious disorder has occurred at the premises.

Greater Manchester Police (GMP) will say that the premises are associated with serious crime and serious disorder. Serious crime is defined within the statutory guidance as per section 81(3)(a) and (b) of the Regulation of Investigatory Powers Act 2000, which states that the conduct constitutes an offence for which a person 21 years of age or over with no previous convictions could reasonably be expected to be sentenced to imprisonment for 3 years or more. Therefore due to the serious crime and serious disorder which has taken place at the premises GMP feel that it is necessary for an expedited review to take place.

The premises are situated on Glendower Drive in the Collyhurst area of Manchester and the premises licence was issued on 03/10/2005. The Premises Licence Holder (PLH) since 2007 is Andrew Mitchell and the Designated Premises Supervisor (DPS) is Loretta Farrell who has held this position since July 2018.

During the afternoon of Saturday 2nd October 2020 a wake was held at the premises and was attended by a large crowd of people estimated at more than 50. During this wake GMP received numerous calls from local residents stating that people attending were blocking the roads and driving round on quad bikes and intimidating them. There were also calls stating that people were fighting at the premises and bottles were being thrown.

Police patrols attended at the premises and were met by a violent crowd who threatened them and threw bottles at them causing them to withdraw and await further patrols.

At approximately 1730 hours an argument has started inside the premises which has then led to a mass brawl outside during which 2 males were attacked with knives and received significant injuries. The males later presented at Manchester Royal Infirmary. Several windows were smashed at the premises during the mass brawl.

Shortly after this sufficient numbers of police officers made to the location and brought the situation under control and the premises was emptied and secured as a crime scene.

2 Crime reports for Section 18 Wounding with Intent and a crime for Violent Disorder have been submitted and enquiries are continuing to trace the offenders.

This investigation is in its early stages and there will no doubt be more

information uncovered over the coming weeks but what is clear is that serious disorder and serious crimes have occurred at the premises and 2 males have received significant injuries from knives.


The incident has had a terrifying effect on the residents who live near to the premises and indeed other customers who weren't connected to the wake who were present at the premises when this incident occurred.

The powers under sections 53A to 53C of the 2003 Act, are aimed at tackling serious crime and serious disorder, in particular (but not exclusively) the use of guns and knives.

The powers contained under section 53A of the Licensing Act 2003 are necessary and proportionate in light of the association that the premises has to serious crime and serious disorder.

In the interim Greater Manchester Police would request that the Licensing Authority consider suspension of the Premises Licence until the full review is heard before the committee. Serious Crime and serious disorder has occurred at the premises and until the Licensing Committee hear the full review and all the evidence that will be disclosed, to allow the premises to continue to operate as a licensed premises gives concerns that further crime will occur and place customers and staff in danger.. Greater Manchester Police will say that the licensing objectives of the prevention of crime and disorder can only be promoted if the premises licence was suspended until the final determination of the summary review application.

The standard review of the premises licence under section 51 Licensing Act 2003 is inappropriate due to length of time a standard review would take, there are serious concerns in relation to the violence and serious disorder at the premises.

Signature of applicant: 

Date: 5/10/20

Capacity: Licensing Constable

**Contact details for matters concerning this application:**

Address:

**Manchester Town Hall Extension**

**Lloyd Street**

**Manchester**

**M2 5DB**

Telephone number(s): [REDACTED]

Email: [REDACTED]

Notes for guidance:

1. A certificate of the kind mentioned in the form must accompany the application in order for it to be valid under the terms of the Licensing Act 2003. The certificate must explicitly state the senior officer's opinion that the premises in question are associated with serious crime, serious disorder or both.

Serious crime is defined by reference to section 81 of the Regulation of Investigatory Powers Act 2000. In summary, it means:

- conduct that amounts to one or more criminal offences for which a person who has attained the age of eighteen and has no previous convictions could reasonably be expected to be sentenced to imprisonment for a term of three years or more; or
- conduct that amounts to one or more criminal offences and involves the use of violence, results in substantial financial gain or is conduct by a large number of persons in pursuit of a common purpose.

Serious disorder is not defined in legislation, and so bears its ordinary English meaning.

2. Briefly describe the circumstances giving rise to the opinion that the above premises are associated with serious crime, serious disorder, or both.

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On Mon, 5 Oct 2020, 6:14 pm Barbara Gora, wrote:

Dear members,

I enclose the decisions and reasons from today's Committee. Please let me know if you have any additions or amendments.

Ian/Fraser- we'll also need to list The Vine for the full summary review hearing.

Urgent Business

**Summary review - Interim steps hearing - The Vine**

**Decision:** To suspend the licence pending the final review.

**Reasons:**

The Committee considered the content of the application including the certificate signed by Superintendent Chris Hill and the CCTV footage shown at the hearing. The Committee noted that a serious incident had occurred at the premises on 2 October 2020, this incident had resulted in serious crimes occurring at the premises in that two males had been stabbed with a sharp object resulting in injuries being sustained and also serious disorder had occurred at the premises in that a brawl including a number of individuals spilled out into the area immediately outside the premises. This incident resulted in windows being broken and bottles being thrown through one of the broken windows. This incident must clearly have been very frightening for local residents, some of whom called the police for assistance as the incident was ongoing. The Committee noted that the police investigation is at an early stage and full details of the incident have not yet been established. However GMP is concerned that if the premises remain open and continues to trade while those investigations are ongoing there may be retaliation and reprisals following the incident on 2 October. The Committee shared those concerns of potential retaliation and reprisals and in the circumstances considered it necessary to suspend the licence pending the full review of the premises licence.

Regards

Barbara

Barbara Gora

Principal Solicitor

Regulatory and Enforcement Services (Legal)

Neighbourhood Services Group

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From: [REDACTED]  
Date: Fri, 16 Oct 2020 at 14:47  
Subject: The Valley - Summary review 251781/AM2 - Representations regarding interim steps.  
To: Premises Licensing <[premises.licensing@manchester.gov.uk](mailto:premises.licensing@manchester.gov.uk)>  
Cc: [REDACTED]

Dear Sirs,

We are instructed by Mr. Andrew Mitchell, the Premises licence holder for the Valley. On Monday 5<sup>th</sup> October, following an application by GMP for expedited review the Committee imposed interim steps requiring the premises to remain closed until such time as a Review hearing could take place.

We are informed that a Review hearing will be convened on 29<sup>th</sup> October 2020.

Please accept this email as a representation on behalf of the Premises Licencee as described in s.53B(6) of the Act.

In summary, GMP sought the closure of the premises to avoid further disorder at the premises. The disorder was linked to a funeral taking place in the local area on Wednesday 7<sup>th</sup> October and certain people who were in the area for the purpose of marking the funeral and commemorating the death of individuals from their community.

Following the funeral issues of anti-social behaviour have dissipated and it is the view of the premises that the necessity of the closure has now passed. A view shared by GMP.

We would seek a hearing before the Committee in line with the Statutory requirements at which we may expand and amplify upon these representations.

We would be grateful if you would kindly acknowledge this representation, and await notice of the Committee hearing, which we presume will be remote.

**Regards**

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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From: **Licensing Subcommittees**

Date: Tue, 20 Oct 2020 at 11:24

Subject: Reasons and decisions

The Valley/Vine- Representations against interim steps imposed on 5 October .

Decision: To withdraw the interim step of suspension of the licence imposed on 5 October 2020 under s 53 B(8) Licensing Act 2003.

Reasons: The Committee considered the content of the Report and the oral representations made on behalf of the premises licence holder which set out the background to the incident on 2 October . The Committee was also told that the premises had voluntarily closed following the incident and had not operated between the incident on 2 October and the interim step being imposed on 5 October. The Committee also noted that the premises licence holder is an experienced operator and was not intending to reopen the premises immediately but would review the management of the premises prior to reopening. The Committee also noted that GMP did not object to this application. Therefore in all the circumstances the Committee considered it was no longer necessary and proportionate to suspend the licence pending the final review.

Ian

Governance and Scrutiny Support Team

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# MANCHESTER CITY COUNCIL

## LICENSING ACT 2003 PREMISES LICENCE

<b>Premises licence number</b>	<b>050525</b>
<b>Granted</b>	<b>03/10/2005</b>
<b>Latest version</b>	<b>DPS Variation 216266 (granted 07/08/2018)</b>

### Part 1 - Premises details

<b>Name and address of premises</b>
<b>The Valley</b> The Valley, Glendower Drive, Manchester, M40 7TD
<b>Telephone number</b>
0161 205 0808

<b>Licensable activities authorised by the licence</b>
<ol style="list-style-type: none"> <li>1. The sale by retail of alcohol*.</li> <li>2. The provision of regulated entertainment, limited to: Recorded music;</li> </ol> <p>* All references in this licence to "sale of alcohol" are to sale by retail.</p>

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

Sale by retail of alcohol							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1200
Finish	2300	2300	2300	2300	2300	2300	2230
The sale of alcohol is licensed for consumption both on and off the premises.							
Seasonal variations and Non-standard Timings:							
Good Friday: Start 1200 Finish 2230      Christmas Day: Start 1200 Finish 1500 Start 1900 Finish 2230							
New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day							

<b>Recorded music</b>							
<b>Standard timings</b>							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1200
Finish	2330	2330	2330	2330	2330	2330	2330
Licensed to take place indoors only.							
<b>Seasonal variations and Non-standard Timings:</b>							
None							

Hours premises are open to the public							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1200
Finish	2330	2330	2330	2330	2330	2330	2330
Seasonal variations and Non-standard Timings:							
Good Friday: Start 1200 Finish 2230      Christmas Day: Start 1200 Finish 1500 Start 1900 Finish 2230							
New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day							

## Part 2

Details of premises licence holder	
<b>Name:</b>	Mr Andrew Mitchell
<b>Registered number:</b>	Not Applicable

Details of designated premises supervisor where the premises licence authorises for the supply of alcohol	
<b>Name:</b>	Lorretta Farrell
<b>Personal Licence number:</b>	182720
<b>Issuing Authority:</b>	Manchester City Council

## Annex 1 – Mandatory conditions

## Door Supervisors

1. 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,
 unless otherwise entitled by virtue of section 4 of the Private Security Industry Act 2001 to carry out such activities.

## Supply of alcohol

2. 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.
3. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.
4.
  - (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
  - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
  - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either –
    - (a) a holographic mark, or
    - (b) an ultraviolet feature.
5.
  - (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price, which is less than the permitted price.
  - (2) For the purposes of the condition set out in (1) above–
    - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
    - (b) “permitted price” is the price found by applying the formula–

$$P = D + (D \times V)$$

where –

- (i) P is the permitted price,
    - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
    - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
  - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
    - (i) the holder of the premises licence,
    - (ii) the designated premises supervisor (if any) in respect of such a licence, or
    - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
  - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
  - (e) “valued added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
- (3) Where the permitted price given by paragraph (2)(b) would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
- (4) (a) Sub-paragraph (4)(b) applies where the permitted price given by paragraph (2)(b) on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
- (b) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
6. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) 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 –
- (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 in a manner which carries a significant risk of undermining a licensing objective;
  - (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 in a manner which carries a significant risk of undermining a licensing objective;
  - (d) 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;
  - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
7. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

8. The responsible person must ensure that –

- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
  - (i) beer or cider: ½ pint;
  - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
  - (iii) still wine in a glass: 125 ml;
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold the customer is made aware that these measures are available.

For the purposes of conditions 6, 7 and 8 above, a responsible person in relation to a licensed premises means the holder of the premise licence in respect of the premises, the designated premises supervisor (if any) or any individual aged 18 or over who is authorised by either the licence holder or designated premises supervisor. For premises with a club premises certificate, any member or officer of the club present on the premises in a capacity that which enables him to prevent the supply of alcohol.

#### **Annex 2 – Conditions consistent with the operating schedule**

1. The above time restrictions in relation to the hours for the sale of alcohol do not prohibit:

- a) During the first twenty minutes after the above hours the consumption of the alcohol on the premises;
- b) During the first twenty minutes after the above hours, the taking of the alcohol from the premises unless the alcohol is supplied or taken in an open vessel;
- c) During the first thirty minutes after the above hours the consumption of the alcohol on the premises by persons taking meals there if the alcohol was supplied for consumption ancillary to the meals;
- d) Consumption of the alcohol on the premises by, or the taking or sale or supply of alcohol to any person residing in the licensed premises;
- e) The ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- f) The sale of alcohol to a trader or club for the purposes of the trade or club;
- g) The sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces;
- h) The taking of alcohol from the premises by a person residing there; or
- i) The supply of alcohol for consumption on the premises to any private friends of a person residing there who are bona fide entertained by him at his own expense, or the consumption of alcohol by persons so supplied; or the supply of alcohol for consumption on the premises to persons employed there for the purposes of the business carried on by the holder of the licence, or the consumption of liquor so supplied, if the liquor is supplied at the expense of their employer or of the person carrying on or in charge of the business on the premises.

**Annex 3 – Conditions attached after hearing by the licensing authority**

1. A digital hard drive CCTV system shall be in operation to cover internal and external areas of the premises; any area where customers have legitimate access shall be sufficiently illuminated for the purposes of CCTV.
  - a) All CCTV recorded images shall have sufficient clarity / quality / definition to enable facial recognition.
  - b) CCTV shall be kept in an unedited format for a period of 28 days. Any DVDs subsequently produced shall be in a format that can be played back on a standard personal computer or standard DVD player.
  - c) Any person left in charge of the premises shall be trained in the use of any such CCTV equipment and be able to produce / download / burn CCTV images upon request by a person from a responsible authority.
  - d) CCTV shall be maintained on a regular basis and kept in good working order. CCTV maintenance records shall be kept and details of contractors used and work carried out shall be recorded.
  - e) Plans indicating the position of CCTV cameras shall be submitted and shall be lodged with City Centre Safe.
  - f) Where the recording is on a removable medium (i.e. videotape, compact disc, flash card etc.) a secure storage system to store those recording media shall be provided.
2. The need for door security shall 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 or when advised to do so by City Safe officers (e.g. football events etc). All doorstaff employed at the premises shall be supplied by a company from the SIA ACS approved contractor scheme.
3. 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:-
  - a) the door supervisor's name, date of birth and home address;
  - b) his/her Security Industry Authority licence number;
  - c) the time and date he/she starts and finishes duty;
  - d) the time of any breaks taken whilst on duty;
  - e) each entry shall be signed by the door supervisor.

That register shall be available for inspection on demand by officers from Responsible Authorities.
4. The Designated Premises Supervisor or a nominated member of management, who must hold a personal licence, shall be on the premises when the premises is open for licensable activities.
5. A documented dispersal policy shall be implemented and lodged with City Safe prior to the premises opening for the first time and this shall include clearly displayed signage advising customers to leave the area quietly and promptly.
6. A telephone line shall be set up with a local taxi provider.
7. A documented drugs policy shall be implemented and lodged with City Safe prior to the premises opening for the first time. The policy shall include searching, seizure, retention and disposal.
8. A smoking policy shall be drawn up by the Premises Licence Holder or Designated Premises Supervisor to include a clearly defined area and the numbers permitted in this area at one time. The policy shall be lodged with City Safe prior to the premises opening for the first time.
9. An incident book shall be maintained at the premises and shall record all ejections and incidents that occur within the premises or at the entrance. The incident book shall be open to inspection by appropriate officers from Responsible Authorities. The incident book shall be checked each week by either the premises licence holder or the designated premises supervisor. The aim of the check is to ensure that staff are accurately recording incidents.
10. Any person who is involved in disorderly conduct or anti-social behaviour outside the premises shall 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 shall be removed from the premises.

11. The Premises Licence Holder or Designated Premises Supervisor shall not allow to enter or allow to remain on 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.
12. The Premises Licence Holder or Designated Premises Supervisor shall contact the City Centre Safe office at Bootle Street Police Station to advise of any externally promoted event at least 28 days prior to the event so that the event can be properly risk assessed.
13. Staff training shall include the Challenge / Think 25 policy and its operation. The training shall be given to all staff and staff shall be retrained quarterly. Training shall also include underage sales, drunkenness, conflict management, first aid and drugs.
14. All training shall be documented.
15. Prior to any drinks promotions being held at the premises the premises licence holder or designated premises supervisor shall liaise with the City Safe licensing officers at Bootle Street Police Station so the promotion can be fully risk assessed.
16. Members of staff/door supervisors shall patrol inside and outside the premises at regular intervals, ensuring glasses are collected and that litter is cleared within the vicinity of the premises.
17. All drinks that are to be taken into the outside drinking area of the premises shall be served in plastic containers or toughed glass.

#### **Annex 4 – Plans**

See attached