



## Licensing Act 2003 (Hearings) Regulations 2005

**Reference:** 256639  
**Name:** Withington Hall & Institute  
**Address:** 2 Burton Road, Manchester, M20 3ED  
**Ward:** Old Moat  
**Application Type:** Premises Licence (new)  
**Name of Applicant:** WPHI CIC  
**Date of application:** 25/03/2021

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>
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<b><u>Provision of regulated entertainment : Indoors</u></b>
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Films: Sunday 10am to 12pm and 6pm to 9pm
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Recorded Music: Monday to Wednesday 9am to 10pm Thursday to Saturday 9am to 11pm Sunday 10am to 10pm
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<b><u>The supply of alcohol for consumption both on and off the premises:</u></b>
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Sunday to Wednesday 12noon to 10pm Thursday to Saturday 12 noon to 11pm
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<b><u>Opening hours:</u></b>
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Monday to Wednesday 9am to 10pm Thursday to Saturday 9am to 11pm
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Sunday 10am to 10pm

### Representations received

Greater Manchester Police (GMP)	GMP objected to the application based on the grounds that the conditions offered by the applicant were not robust enough to uphold the licensing objectives. GMP have proposed additional conditions are attached to ensure that the licensing objectives are upheld
Licensing & Out of Hours Compliance (LOOH)	LOOH objected to the application as the conditions proposed by the applicant are not robust enough to uphold the four licensing objectives. LOOH have proposed conditions to ensure the licensing objectives are upheld.

### Agreements between parties

#### Greater Manchester Police:

1. 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. The CCTV cameras shall continually record whilst 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.
2. 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 so it 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.
3. An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to the Police or an authorised officer of the licensing authority, which will record the following incidents including pertinent details:
  - (a) all crimes reported to the venue, or by the venue to the Police
  - (b) all ejections of patrons
  - (c) any incidents of disorder

- (d) any faults in the CCTV system
- (e) any visit by a relevant authority or emergency service
- (f) All refusals of sales of alcohol

4. The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice shall be made available for inspection upon request of the police or an authorised officer of the licensing authority and all staff selling alcohol must be in possession of identification to enable to verify their identity against the notice.
5. The premises shall display prominent signage indicating at any point of sale, the entrance to the premises and in all areas where alcohol is located that it is an offence to buy, or attempt to buy, alcohol for a person under the age of 18.
6. In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to be aware of and prevent proxy sales, to maintain the refusals log and monitor staff to ensure their training is put into practice. 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

#### **Licensing & Out of Hours Compliance:**

1. The premises shall install and maintain a comprehensive digital CCTV system. All public areas of the licensed premises including all public entry and exit points and the street environment shall 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.  
*(Similar to Condition 1 as proposed by GMP)*
2. 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 a 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.  
*(Duplicate of condition 2 as proposed by GMP)*
3. All staff shall be trained in:
  - a) Recognising signs of drunkenness
  - b) How to refuse service
  - c) The conditions in force under this licence

4. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater 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.
5. Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.
6. The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice shall be made available for inspection upon request of the police or an authorised officer of the licensing authority and all staff selling alcohol must be in possession of formal identification to verify their identity against the notice.  
*(Duplicate of condition 4 as proposed by GMP)*
7. The Challenge 21 scheme must be operated to ensure that any person who appears to be under the age of 21 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 HM Forces warrant card, or a card bearing the PASS hologram.

**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