



LICENSING ACT 2003 PREMISES LICENCE

Premises licence number	220755
Granted	01/11/2018
Latest version	Change of Details (issued 28/02/2024)

Part 1 - Premises details

Name and address of premises
MNKY House Lounge 18-22 Lloyd Street, Manchester, M2 5WA

Licensable activities authorised by the licence
<ol style="list-style-type: none"> The sale by retail of alcohol*. The provision of regulated entertainment, limited to: <ul style="list-style-type: none"> Live music; Recorded music; Performances of dance; Anything similar to live music, recorded music or the performance of dance. The provision of late night refreshment. <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	1100
Finish	0200	0200	0200	0400	0400	0400	0400
The sale of alcohol is licensed for consumption both on and off the premises.							
Seasonal variations and Non-standard Timings: New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day. On the day British Summer Time commences: One additional hour following the terminal hour.							

Live music; Recorded music; Performances of dance; Anything similar to live music, recorded music or the performance of dance							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1100
Finish	0200	0200	0200	0400	0400	0400	0400
Licensed to take place indoors only.							

Seasonal variations and Non-standard Timings:

New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day.
On the day British Summer Time commences: One additional hour following the terminal hour.

Provision of late night refreshment

Standard timings

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	2300	2300	2300	2300	2300	2300	2300
Finish	0230	0230	0230	0430	0430	0430	0430

Licensed to take place indoors only.

Seasonal variations and Non-standard Timings:

New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day.
On the day British Summer Time commences: One additional hour following the terminal hour.

Hours premises are open to the public

Standard timings

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	1100	1100	1100	1100	1100	1100	1100
Finish	0230	0230	0230	0430	0430	0430	0430

Seasonal variations and Non-standard Timings:

New Year: From the start time on New Year's Eve to the terminal hour for New Year's Day.
On the day British Summer Time commences: One additional hour following the terminal hour.

Part 2

Details of premises licence holder

Name: LH Manchester Limited
Address: Mnky House, 22 Lloyd Street, Manchester, M2 5WA
Registered number: 13761427

Details of designated premises supervisor where the premises licence authorises for the supply of alcohol

Name: Peter James Harrison
Address: [REDACTED]
Personal Licence number: Z01N1748BL/1
Issuing Authority: London Borough of Waltham Forest

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) “value 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 maximum number of persons allowed to be present on the premises at any one time is 200. Door staff (when employed and where necessary) shall monitor attendance using counter clickers.

2. Any area where customers have legitimate access, internally and externally, must be sufficiently illuminated for the purposes of CCTV.
3. An appropriate CCTV system must be fully maintained and operational at all times the premises is open to the public. All CCTV recorded images will have sufficient clarity/quality/definition to enable facial recognition. CCTV will be kept in an unedited format for a minimum period of 28 days.
4. CCTV will be maintained on a regular basis and kept in good working order. CCTV maintenance records will be kept, with details of the contractor used and work carried out to be recorded.
5. Where CCTV is recorded on to a hard drive system any DVD's subsequently produced will be in a format so it can be played back on a standard personal computer or standard DVD player. Where CCTV is recorded on to a hard drive system, the hard drive system must have a minimum of 28-day roll over recording period. 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.
6. 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.
7. Open containers of alcohol shall not be removed from the premises.
8. The number of SIA registered door supervisors employed will be in accordance with a written risk assessment carried out by the DPS.
9. When employed, door supervisors shall wear high visibility armbands.
10. The log shall be so kept that it can be readily inspected at any reasonable time by an authorised officer of a responsible authority and, once a log has been completed, it must be retained on the premises for at least 12 months.
11. All emergency exits and the emergency lighting system shall be fully maintained, and records kept, in accordance with the manufacturer's instructions.
12. Management and staff shall ensure that empty bottles and glasses are cleared regularly and promptly.
13. The floor surface shall be maintained so as to prevent customers from tripping or slipping so far as is reasonably practicable.
14. All external doors and windows shall be closed after 23:00 hours, except for in the case of access and egress or emergency.
15. No external speakers shall be operated at the premises.
16. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
17. Management shall monitor noise levels emanating from the premises on a regular basis.
18. Management and staff (including door staff when employed) shall use their best endeavours to ensure that customers leave the premises in a quiet and orderly fashion.

19. A policy shall be implemented to include a period of wind down before the premises closes.
20. Signs shall be displayed prominently at entrance, exit and other focal points asking people to leave quietly and with respect for neighbours.
21. Numbers for a ring back taxi service shall be available to assist with dispersal.
22. A "Challenge 25" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 25. The only acceptable forms of identification shall be photographic driving licences, passports, HM forces cards, or a form of identification with the "PASS" hologram.
23. Staff training will include the Challenge 25 Policy and its operation. In particular, staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training must be given to a new member of staff before they commence employment and all staff must receive refresher training every 6 months.
24. Notices advising what forms of ID are acceptable must be displayed.
25. Notices must be displayed in prominent positions indicating that the Challenge 25 policy is in force.
26. A minimum of one SIA registered door supervisor will be positioned at the internal doors at all times while both the Restaurant and Lounge premises are open to the public.
27. SIA registered door staff shall always be employed when the premises is open. At least one registered door supervisor shall be employed when it opens each day and more will be employed as the trading session continues. There will be at least 12 SIA registered door supervisors on duty when the premises is at capacity.
28. When employed, all door supervisors on duty at the premises must correctly display their current SIA accreditation and be briefed on their responsibilities and relevant company operating procedures before they commence duty.
29. Door supervisors must be provided with radios to enable them to contact each other and the duty manager at the premises.
30. When employed, a register of door supervisors shall be maintained at the premises and shall include:
 - (i) The SIA registration number of door staff on duty;
 - (ii) the identity of each member of door staff;
 - (iii) the dates and times the door staff are on duty.
31. At least one SIA registered door supervisors on duty at the entrance to the premises must wear working body-worn video devices (body cams) that comply with the minimum requirements of the GMP Police Licensing Team.
32. A record must be kept of the SIA registration number of the door supervisor and the ID of bodycam worn by them.

33. Bodycam images must be stored so that they are retrievable and accessible for replay and viewing, and kept in an environment that will not be detrimental to the quality or capacity for future viewing. They should be appropriately labelled to enable identification and retrieval and kept for a minimum of 28 days. No recording must be deleted within this period from when it is recorded.
34. The premises licence holder must ensure at least one member of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).
35. At all times that the premises are open to the public for licensable activities, all door staff on duty at the premises and all on-duty managers must have completed ACT awareness e-learning training. In addition, a minimum of 1 on-duty manager and any on duty security supervisor/manager must also have attended a CT awareness session delivered by Counter Terrorism Policing North West trained personnel as soon as reasonably practicable. If not completed, they must have registered to attend a course and be able to provide evidence of this if requested by a police officer or authorised office of the licensing authority.
36. The Designated Premises Supervisor must have attended a CT Awareness training session delivered by CTPNW-trained personnel as soon as is reasonably practicable. In all cases, within 28 days of a new Designated Premises Supervisor being named on the licence, they must have registered to attend a course and be able to provide evidence of this if requested by a police officer or authorised officer of Manchester City Council.
37. There must be a documented security assessment, which must incorporate counter terrorism measures for the premises. The assessment shall be routinely reviewed and must be reviewed following the elevation of the change of the national threat level. All reviews shall be documented.
38. Within 28 days of the grant of the licence, the premises licence holder shall evaluate any risks identified through the security assessment and take prompt steps to eliminate them or to reduce the risk as far as is reasonably practicable. A documented record must be maintained of any remedial action implemented and made available upon request to any police officer or an authorised officer of Manchester City Council.
39. The premises must have a documented security plan, which sets out counter measures to be implemented in response to a terrorist attack that incorporates the principles of 'Guide', 'Shelter' and 'Communicate' as appropriate in conjunction with relevant National Counter Terrorism Security Office (NACTSO) / Centre for the Protection of National Infrastructure (CPNI) guidance, and the purposes of those procedures and the necessity of following them must be understood by those carrying them out:
 - I. Guide – Direct people towards the most appropriate location (in vacuation, evacuation, hide)
 - II. Shelter – Understand how your place or space might be able to lock-down and shelter people within it for several hours
 - III. Communicate – Have a means of communicating effectively and promptly with users of your place and have staff capable of giving clear instructions. Also have the capability of integrating with any response or rescue operation by providing things like building plans.

40. All staff authorised to sell alcohol shall be trained in:

- I. Relevant age restrictions in respect of products
- II. Prevention of underage sales
- III. Prevention of proxy sales
- IV. Maintenance of the refusals log
- V. Recognising signs of drunkenness and vulnerability
- VI. How overservice of alcohol impacts on the four objectives of the Licensing Act 2003
- VII. How to refuse service
- VIII. The premises' duty of care policy, understanding and dealing with situations involving vulnerable people, and incidents of harassment; and how to report issues of modern slavery and trafficking
- IX. Action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services
- X. The conditions in force under this licence.

This training shall be documented and repeated at 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.

41. A refusals record must be kept at the premises which details all refusals to sell alcohol. This record must include the date and time of the incident, the name of the staff member who refused the sale, and the reason the sale was refused. All entries must be made within 24 hours of the refusal. The record must be made available for inspection and copying within a reasonable time of a request by an officer of a Responsible Authority.

42. The designated queuing area shall be enclosed within appropriate barriers.

43. No customer will be permitted to enter or re-enter the premises after 0200 save for persons who have temporarily left the premises (e.g. to smoke).

44. Customers will not be permitted to remove open containers of alcohol from the premises.

45. There shall be a lockable 'drugs box' at the premises to which no member of staff, except the DPS shall have access. All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all its contents must be given to Greater Manchester Police for appropriate disposal.

46. The premises shall display prominent signage indicating that it is an offence to sell alcohol to anyone who is drunk.

47. The premises licence holder must submit to GMP and the Licensing and Out of Hours Team a completed risk assessment form as prescribed at least 28 days before any event that is:

- (i) carried on by any person not affiliated with the venue; and
- (ii) promoted/advertised to the public.

48. The premises licence holder shall ensure that at all times when the public is present there is an appropriate number of competent person(s) able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.
49. The premises licence holder shall ensure that at all times when the public is present there is an appropriate level of medical care for all persons present. The level of provision should be determined by a medical needs assessment.
50. Regular safety checks shall be carried out by staff.
51. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
52. Any and all of the following incidents must be noted including pertinent details and, as appropriate, reported promptly so that investigations can be made and action taken:
 - a. alleged crimes reported to the venue or by the venue to the police
 - b. ejections of patrons
 - c. complaints received
 - d. incidents of disorder
 - e. seizures of drugs, offensive weapons, fraudulent ID or other items
 - f. faults in the CCTV system, searching equipment or scanning equipment
 - g. visit by a responsible authority or emergency service
51. The premises shall maintain public liability insurance.
52. The premises shall have a documented Duty of Care policy for managing intoxicated and vulnerable customers and dealing with incidents of harassment at the premises. The policy shall also include provision for persons refused entry to the premises who are also considered vulnerable by staff.
53. The exterior of the building shall be cleared of litter at regular intervals.
54. A Dispersal and Smoking Policy will be implemented and adhered to (see attached).
55. Deliveries to the premises will not take place between 11pm and 7am.
56. A direct telephone number for the duty manager must be prominently displayed where it can conveniently be read from the exterior of the premises by the public. The telephone must be staffed at all times the premises is open for licensable activities.
57. No person under the age of 18 is permitted to enter the premises.

Annex 3 – Conditions attached after hearing by the licensing authority

Not applicable

Annex 4 – Plans

See attached