



LICENSING ACT 2003 PREMISES LICENCE

Premises licence number	052762
Granted	07/11/2005
Latest version	DPS Variation 198320 Granted 19.5.2017

Part 1 - Premises details

Name and address of premises
Albert Square Albert Square, Manchester,
Telephone number
0161 234 5242

Licensable activities authorised by the licence
<ol style="list-style-type: none"> 1. The sale by retail of alcohol*. 2. The provision of regulated entertainment, limited to: <ul style="list-style-type: none"> Performance of plays; Exhibition of films; Indoor sporting events; Live music; Recorded music; Performances of dance; Anything similar to live music, recorded music or the performance of dance. <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	2300	2300	2300	2300	2300	2300	2300
The sale of alcohol is licensed for consumption both on and off the premises.							
Seasonal variations and Non standard Timings:							
New Year's Eve: Start 1100 Finish 0100							
For the duration of the Christmas Markets: Sale of alcohol for consumption off the premises to start 1000							

Performance of plays; Exhibition of films; 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	0700	0700	0700	0700	0700	0700	0700
Finish	2300	2300	2300	2300	2300	2300	2300
Licensed to take place both indoors and outdoors.							
Seasonal variations and Non standard Timings:							
New Years Eve: 2300 to 0100							

Indoor sporting events							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	0700	0700	0700	0700	0700	0700	0700
Finish	2300	2300	2300	2300	2300	2300	2300
Licensed to take place indoors only.							
Seasonal variations and Non standard Timings:							
New Years Eve: 2300 to 0100							

Hours premises are open to the public							
Standard timings							
Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Start	0000	0000	0000	0000	0000	0000	0000
Finish	2400	2400	2400	2400	2400	2400	2400
Seasonal variations and Non standard Timings:							
None							

Part 2

Details of premises licence holder	
Name:	Mr Michael Parrott
Address:	Manchester City Council, Events Unit, Town Hall, PO Box 532, Manchester, M60 2LA
Registered number:	Not applicable

Details of designated premises supervisor where the premises licence authorises for the supply of alcohol	
Name:	Ottlilia Ordog
Address:	64 The Pulse, 50 Manchester Road, Manchester, M16 9GZ
Personal Licence number:	PA64095
Issuing Authority:	Trafford Metropolitan Borough 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: - <ul style="list-style-type: none"> (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.
2.	No supply of alcohol may be made under this premises licence: <ul style="list-style-type: none"> (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.

Exhibition of films

9. The admission of children under the age of 18 to film exhibitions permitted under the terms of this certificate shall be restricted in accordance with any recommendations made:
- (a) by the British Board of Film Classification (BBFC) where the film has been classified by that Board, or
 - (b) by the Licensing Authority where no classification certificate has been granted by the BBFC, or where the licensing authority has notified the club which holds the certificate that section 20 (3) (b) (74 (3)(b) for clubs) of the Licensing Act 2003 applies to the film.

Annex 2 – Conditions consistent with the operating schedule

1. This licence may not be used for any activity that has not been formally approved by MCC through the event enquiry process.

2. Appropriate controls shall be established during the event management process to guard against excessive drinking of alcohol and to prevent drunkenness.
3. Appropriate measures shall be in place to prevent disorderly and potentially violent behaviour either within or on the periphery of the premises.
4. Any activities that would not be suitable for attendance by children may only be provided within areas subject to controlled entry.
5. All activity within the licensed area shall be appropriately stewarded and policed with reference to its content. A pre-agree level of professional stewarding and security personnel shall be employed.
6. The designated event organiser shall be responsible for the communication of the event management process and practice to relevant authorities 14 days before the date of the activity.
7. Measures to control the retail of alcohol shall be in agreement with Greater Manchester Police and will form a condition of operation with particular reference to existing measures to control the consumption of or carrying alcohol in open vessels in public spaces within the City Centre.
8. Alcohol retail shall only ever be ancillary to an event and never the core purpose of an event activity.
9. All temporary structures shall be lit internally and adequate public lighting shall be provided on site.
10. Where entry to an event is restricted, the terms and conditions of entry shall be posted at all entrances. Any entrance policy in force shall be applied.
11. All outdoor event activity shall be family-friendly in terms of content and appeal, with exception to events that have evening/night-time older audience profiles or restricted access.
12. Provision for the health, safety and welfare of children will be part of the event planning and organisation process and where necessary, lost children facilities shall be stipulated. In the case of performers/participants interacting with children, the event organiser shall be responsible for all necessary Criminal Records Bureau (CRB) checks that should be made.
13. All event activity within the premises shall be controlled with specific reference to the capacity of the venue, the nature of the cultural content and in compliance with the standards for the provision of services as outlined by HSG 195 The Event Safety Guide (commonly known as the Purple Guide).
14. Each individual event manager will be required to use the application and planning stage of the event management process to ensure the safety of the general public, contractors and artists, and to minimise hazards and prevent accidents – specific reference shall be made to the consultation process with GM Fire Authority, GMP and MCC, proof of Public Liability Insurance and the provision of an event risk assessment.
15. All events activity shall make provision for the management of access and egress to the venue – within the agreed level of occupancy – which will be determined by the type of event, the area of premises to be used – and the communication of emergency procedures and issues relating to the health, safety and welfare of people within the venue.
16. A contingency arrangement for emergency evacuation shall be in place and implemented in the event of an emergency.
17. The maintenance of any existing blue route across the space shall be in force. Any temporary changes to the blue route due to event activity shall be prior arrangement with the relevant emergency services.
18. The use of fireworks and special effects shall be limited to agreed sites on the surrounding buildings or on agreed locations on the event infrastructure (e.g. stage pyro) and shall be subject to risk assessment, adherence to fire regulations, consultation with building owners and the provision of clear prior notice of special effects which may cause negative reactions from members of the public.
19. Full details and risk assessments of any special effect to be used during the performance shall be submitted to MCC Environmental Health via the Licensing Unit. Special effects shall include any pyrotechnics, liquid petroleum gas effects, lasers, strobe effects, smoke effects and dry ice etc.
20. First Aid provision for events shall be in accordance with the Purple Guide and shall form part of the Event Management Plan.
21. Structural calculations for temporary structures must be submitted to MCC for approval.
22. Adequate provision of toilet facilities for the scale and duration of the event shall be provided. The event organiser must carry out an analysis of sanitary provision needs for each event using The Event Safety Guide as a basis for determining what provision is required.

23. All alcohol within the premises must be served in plastic glasses – bottles to be decanted in to plastic at the point of service – unless otherwise agreed with MCC and GMP.
24. Anyone who appears to be under 18 must produce ID or a proof of age card to purchase or consume alcohol on the premises.
25. All outdoor bottle banks must be kept secure and any broken glass on site cleared up immediately.
26. Opening hours for each individual event that features the retail of alcohol shall be agreed during the event planning stage by the event organiser, MCC and GMP, and shall be designed to avoid disturbance associated with large concentrations of people who have been drinking. Those hours shall be displayed to aid management of people within the premises.
27. Each individual event organiser shall be requested to show competence in the management of their particular event with reference to scale, content and appeal.
28. It shall be ensured that through the planning and organisation stages of the event measures are implemented that will minimise nuisance and disruption to nearby residents, businesses and other users of the event environment in respect of all events activities.
29. High volume music or public address shall be restricted from 0900 until 1800 hours, Mon – Fri. Where earlier or later times are sought, this must be approved by Manchester City Council’s Environmental Health service prior to any event taking place.
30. Evening and weekend levels of volume and timings shall be agreed following consultation with MCC Environmental Health service.
31. Access and egress from the event site, particularly with reference to events that have alcohol as part of the content, shall be monitored with reference to the impact on the local environment, the control of public ingress/departure and safe access to and from transport.
32. The load-in, build, de-rig, and load-out stages of the event shall be within an agreed timeframe and a curfew imposed for each event that prohibits the construction/dismantle of structures, the rig and de-rig of event equipment and the movement of plant or vehicles that are supplied or contracted by the event organiser within the venue.
33. The individual event organiser shall be responsible for the clean-up of the premises during and post event in an effective and efficient manner to prevent the build-up of litter.

Annex 3 – Conditions attached after hearing by the licensing authority

1. Alcohol shall only be consumed or served in a pre-determined designated area after consultation with police
2. When events are scheduled involving alcohol, a Local Authority Management Meeting is to take place with City Safe Unit and Events Office to discuss the consumption or sale of alcohol, this is to be at least 28 days before the event takes place
3. The supply of alcohol is limited to the times and dates when events take place at the premises that are promoted by, and conducted under the auspices of Manchester City Council. At any other time the premises are not, under this licence, licensed for the supply of alcohol
4. The designated area shall be properly signed, informing people of the City Centre Alcohol By-law.
5. A Management plan shall be put in place with accredited SIA stewards.

Annex 4 – Plans

See attached