
From: Billy Chauhan
Sent: 17 December 2018 15:49
To: Licensing; bw licensing
Subject: Re: TEN - Arch 7, Lower Trinity Street, Birmingham, B9 4AG
Attachments: Arch 7 NYE RA .doc; Supporting Documents Submitted by West Midlands Police - Arch 7.pdf

Dear J

Please find supporting evidence we wish to disclose for tomorrow's committee hearing.

Kind Regards

Billy

Arch 7

**Events RISK ASSESSMENT
FOR AN EVENT**

**“Arch 7 Presents
NYE, FOUND”**

BEING HELD ON

31st December 2018 – 1st January 2019

**PREPARED BY
Hitesh Chauhan**

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1. INFORMATION

INFORMATION PROVIDED	<p>Information supplied is that the Management at Arch 7 the Viaduct are holding an event NYE FOUND held on 31st December - 1st January 2019</p> <p>The premises will open its doors at 9pm and close 4am and re open 04:30am - 11:00am.</p> <p>The attached report will provide further details of the Event, Conditions sought, and advice given, with hopefully consultation with WMP Licensing and EHO if necessary.</p> <p>This event is classed as a 'Low' Risk</p>
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2. PERSONNEL

HOLDER OF PREMISES LICENCE	TENS Application Hitesh Chauhan
APPLICANT	Hitesh Chauhan

CONTRACTORS INVOLVED

SECURITY PROVIDERS	Elite Birmingham security LTD - No:
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ORGANISERS DETAILS

ORGANISERS	Hitesh Chauhan
ORGANISERS ADDRESS	Arch 7 Lower Trinity Street B9 4AG
ORGANISERS E-MAIL	

3. DETAILS OF EVENT

VENUE & Areas Used	<ul style="list-style-type: none"> Arch 7 (T.E.N.S to be used)
DATE/S	<ul style="list-style-type: none"> 31st December 2018 – 1st January 2019
OPENING HOURS	<ul style="list-style-type: none"> 9pm to 04:00 0:4:30 -:11:00
ENTRANCE	<ul style="list-style-type: none"> The entrance being used is situated Lower Trinity Street
ADDMISION	<ul style="list-style-type: none"> Advance Tickets and Pay on the door
LAST ADMISSION	<ul style="list-style-type: none"> 9am
TYPE OF CUSTOMER	<ul style="list-style-type: none"> 18-40 yrs age
TYPE OF MUSIC	<ul style="list-style-type: none"> House, Tech, Minimal
DRESS CODE	<ul style="list-style-type: none"> Casual
ANTICIPATED NUMBERS	<ul style="list-style-type: none"> 250
RATIO OF FEMALES TO MALES	<ul style="list-style-type: none"> 50/50
ETHNIC GROUPS	<ul style="list-style-type: none"> None
CAPACITY OF PREMISES	<ul style="list-style-type: none"> 300
DRINKS PROMOTIONS	<ul style="list-style-type: none"> The management will be aware not to encourage binge drinking.
PUBLICISING THE EVENT	<ul style="list-style-type: none"> Internet – Facebook Flyering – Posters in Premises.
TICKETS	<ul style="list-style-type: none"> Limited free tickets £10
INFORMATION RE: EVENT	<ul style="list-style-type: none"> The management are seeking to have a T.E.N.S granted for Arch 7 Arch 7 will close down to the public between 4am – 4:30am for clean up 7 or more similar events have taken place in Arch 7 in 2018 and the same in 2017/2016 with no incident.

4. DETAILS OF ENTERTAINMENT

DJ/BAND	DETAILS
Dj	Name: Andrew Jackson
Dj	Name: AMO
Dj	Name: Josh Gregg
	Further list of Dj's to follow

Arch 7

**Events RISK ASSESSMENT
FOR AN EVENT**

**“Arch 7 Presents
NYE, FOUND”**

BEING HELD ON

31st December 2018 – 1st January 2019

**PREPARED BY
Hitesh Chauhan**

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1. INFORMATION

INFORMATION PROVIDED	<p>Information supplied is that the Management at Arch 7 the Viaduct are holding an event NYE FOUND held on 31st December - 1st January 2019</p> <p>The premises will open its doors at 9pm and close 4am and re open 04:30am - 11:00am.</p> <p>The attached report will provide further details of the Event, Conditions sought, and advice given, with hopefully consultation with WMP Licensing and EHO if necessary.</p> <p>This event is classed as a 'Low' Risk</p>
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2. PERSONNEL

HOLDER OF PREMISES LICENCE	TENS Application Hitesh Chauhan
APPLICANT	Hitesh Chauhan

CONTRACTORS INVOLVED

SECURITY PROVIDERS	Elite Birmingham security LTD - No: 1
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ORGANISERS DETAILS

ORGANISERS	Hitesh Chauhan
ORGANISERS ADDRESS	Arch 7 Lower Trinity Street B9 4AG
ORGANISERS E-MAIL	

3. DETAILS OF EVENT

VENUE & Areas Used	<ul style="list-style-type: none"> Arch 7 (T.E.N.S to be used)
DATE/S	<ul style="list-style-type: none"> 31st December 2018 – 1st January 2019
OPENING HOURS	<ul style="list-style-type: none"> 9pm to 04:00 0:4:30 -:11:00
ENTRANCE	<ul style="list-style-type: none"> The entrance being used is situated Lower Trinity Street
ADDMISION	<ul style="list-style-type: none"> Advance Tickets and Pay on the door
LAST ADMISSION	<ul style="list-style-type: none"> 9am
TYPE OF CUSTOMER	<ul style="list-style-type: none"> 18-40 yrs age
TYPE OF MUSIC	<ul style="list-style-type: none"> House, Tech, Minimal
DRESS CODE	<ul style="list-style-type: none"> Casual
ANTICIPATED NUMBERS	<ul style="list-style-type: none"> 250
RATIO OF FEMALES TO MALES	<ul style="list-style-type: none"> 50/50
ETHNIC GROUPS	<ul style="list-style-type: none"> None
CAPACITY OF PREMISES	<ul style="list-style-type: none"> 300
DRINKS PROMOTIONS	<ul style="list-style-type: none"> The management will be aware not to encourage binge drinking.
PUBLICISING THE EVENT	<ul style="list-style-type: none"> Internet – Facebook Flyering – Posters in Premises.
TICKETS	<ul style="list-style-type: none"> Limited free tickets £10
INFORMATION RE: EVENT	<ul style="list-style-type: none"> The management are seeking to have a T.E.N.S granted for Arch 7 Arch 7 will close down to the public between 4am – 4:30am for clean up 7 or more similar events have taken place in Arch 7 in 2018 and the same in 2017/2016 with no incident.

4. DETAILS OF ENTERTAINMENT

DJ/BAND	DETAILS
Dj	Name: Andrew Jackson
Dj	Name: AMO
Dj	Name: Josh Gregg
	Further list of Dj's to follow

5. SECURITY DEPLOYMENT FOR ARCH 7

DEPLOYMENT OF 8 SIA REGISTERED SECURITY PERSONEL	
<p>Search Team & Security at Entrance at Lower Trinity Street (Door supervisor will wear Hi-Vis Security Jackets)</p>	<p>3 Door Supervisors to be assigned to this area</p> <ul style="list-style-type: none"> • Door supervisors (1, 2 & 3) to control flow of queue will also meet & greet patrons whilst conducting ID, suitability checks and searches. • They will also maintain a sterile area immediately outside the gates. Metal barriers will be used for this, and to control queuing.
<p>Smoking area and stairs to Arch 7 (Door supervisor will wear Hi-Vis Security armbands)</p>	<p>4th Door Supervisors to be assigned to this area's.</p> <ul style="list-style-type: none"> • Door supervisor (4&5) to monitor the bar and smoking area's. • To ensure there are no signs of drunkenness in the main room. • Ensure patrons move away from bar area after having purchased drinks. • To ensure exits are kept clear at all times • To identify any potential hotspots • To identify potential risks in smoking area • Monitor & Control Capacities
<p>Floating All areas: (Door supervisor will wear Hi-Vis security armbands)</p>	<p>1 Door Supervisor to be assigned to this area</p> <ul style="list-style-type: none"> • Door supervisor (6) to monitor all areas and keep clear escape routes. • To also monitor toilets area at the foot of staircase at rear and smoking area • To identify any potential hotspots. • To ensure exits are kept clear at all times

6. SECURITY ARRANGEMENTS

SECURITY DUTIES	<ul style="list-style-type: none"> • All Door Supervisors will be briefed by the Designated Premises Supervisor /applicant, as to their duties during their tour of duty at the event. • No door supervisor will be engaged to work at the premises if he/she is not in possession of a current SIA licence. • And to adhere to the condition of the Risk Assessment in relation to door supervisor
SEARCHING	<ul style="list-style-type: none"> • Arch 7 will operate an all patron search policy for those entering the venue • A hand held search device will be in use • Searches will be conducted to identify any person who has in their possession alcohol, offensive weapons and controlled Drugs.
EJECTIONS FROM THE PREMISES	<ul style="list-style-type: none"> • All ejections will be conducted via the front entrance on Lower Trinity Street.
IDENTIFICATION	<ul style="list-style-type: none"> • 'Challenge 25' will be adopted, and only the following ID documents will be accepted as proof of age. PASSPORT/DRIVING LICENCE
CAMERAS	<ul style="list-style-type: none"> • Arch 7 is equipped with CCTV
TOILETS	<ul style="list-style-type: none"> • Porto loo's will be used
RADIO COMMUNICATION	<ul style="list-style-type: none"> • Security Radio's will be issued to all door & bar supervisors who in turn will be able to contact any door /bar supervisor or management in the premises
FIRST AID	<ul style="list-style-type: none"> • There will be a trained first aider on duty on the premises during this event provided by Elite Security.
INCIDENT REGISTER	<ul style="list-style-type: none"> • All incidents will be recorded in the Incident register
NOISE CONTROL	<ul style="list-style-type: none"> • PERIODIC CHECKS ON THE HIGH ST AND LOWER TRINITY TO MONITOR THAT NOISE LEVELS WILL BE KEPT A MINUMN, RECORDS WILL BE KEPT ANY COMPLAINT OF NOISE WILL BE BROUGHT TO THE ATTENTION OF THE APPLICANT AND DEAL WITH IT ACCORDINGLY • NOISE LIMITERS WILL BE USED AS PER VANGUARD NOISE ASSESSMENTS

6. SECURITY ARRANGEMENTS

DRUGS POLICY	<p>ARCH 7 has an absolute "Zero Tolerance" in relation to misuse of Drugs.</p> <p>a). Persons suspected of being in possession of unlawful drugs will be asked to submit to a search prior to entering the premises. If they decline the search, they will not be permitted access.</p> <p>b). Any person within the premises suspected of being in possession of unlawful drugs will be asked to submit to a search. If they decline they will be removed from the premises. Any "minor" possession (as per guidelines i.e. non dealing quantity) discovered under these circumstances will lead to the suspect drugs being seized and the person in possession and anyone accompanying him/her being refused entry.</p>
DPS /APPLICANT AREA OF RESPONSIBILITY	<ul style="list-style-type: none">• The Applicant is ultimately responsible for his premises and ensuring all conditions are adhered to.• He is fully aware of his responsibilities.• The Applicant will make periodic visits to the front entrance ensuring correct supervision of the door supervisors.• There will be 2 other DPS Justin Woolley & Manoj Chauhan who will be 2nd in command to the applicant who will adhere operations to this document.

7. DETAILS OF POTENTIAL RISK FACTORS

VIOLENCE towards floor & Bar Staff, Security & members of Public	<ul style="list-style-type: none"> • All staff will have received training in the four licensing objectives. • All members of staff will be briefed prior to the event on possible dangers. • Each bar will have a supervisor on it that will have radio communication with security and management. • Staff will be trained to spot potential troublemakers & to defuse potential tense situations if safe to do so. • CCTV will be in working order, and have a recording facility. • All incidents will be entered into an incident register/book. • Overcrowding will not be permitted in any area of the venue. Door supervisors & Management will ensure this is the case. • Drink will not be sold to any person who appears to show signs of drunkenness. • Glass collectors will be used to keep the venue clear of empty glasses, and to keep the venue clean & safe from spillages.
DRUNKENNESS issues	<ul style="list-style-type: none"> • All staff will have received training on how to spot a member of the public who appears to be drunk and how to deal with them. • If members of the public appear to be drunk then refusal of any further drinks will be made. • If improper behaviour is being displayed, ejection from the venue will be made.
QUEUING arrangements	<ul style="list-style-type: none"> • Customers arriving at the venue will queue facing Heath Mill Lane.
UNSUITABLE CLIENTILE	<ul style="list-style-type: none"> • Customers who turn up at the venue but are not suitably dressed for the event or heavily intoxicated will be politely refused entry.
SLIPS/TRIPS HAZARDS inside premises	<ul style="list-style-type: none"> • There is adequate lighting on all stairs/steps. • Staff have been trained to clean any spillages as soon as they have occurred. • Staff will have been instructed how to clean the spillage up as per Health & Safety instructions.

8. ADVICE

ADVICE GIVEN TO APPLICANT	<p>Mr Hitesh Chauhan, is aware that there is a potential risk in holding any event, however, with all parties subject to this risk assessment complying with all conditions, then the risks can all but be eliminated</p> <p>The applicant has been advised after consultation with the, Security Provider, and the Police that all conditions in the following documents are to be met before the event is allowed to go ahead and the event will run under the TENS application</p> <p>The conditions to be satisfied are in the following documents.</p> <ul style="list-style-type: none">▪ Conditions in this Events Risk assessment report▪ Fire Risk Assessment for the Premises
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9. CONDITIONS

EVENT RISK ASSESSMENT	To be fully adhered to
DRUGS POLICY	To be fully adhered to
EVENT'S RISK ASSESSMENT REPORT	To be fully adhered to
FIRE RISK ASSESSMENT REPORT	To be fully adhered to
VARIATIONS OF CONDITIONS IN EVENT RISK ASSESSMENT REPORT	Any variation regarding the conditions in the Event Risk Assessment report will only be changed after consultation with the applicant and security provider and WMP Licensing and EHO if they deemed necessary.
ORGANISERS/PROMOTERS TO NOTE	The applicant will be known to any Promoter or Performer subject of this Risk assessment, that any information laid by the said Promoter/Performer that is found to be false and/or misleading shall forfeit any monies paid in respect of deposits and Risk Assessment Fees, and will have any agreement/Contract in respect of the event at the said venue terminated Forthwith.

10. ARCH 7 / VIADUCT PLANS



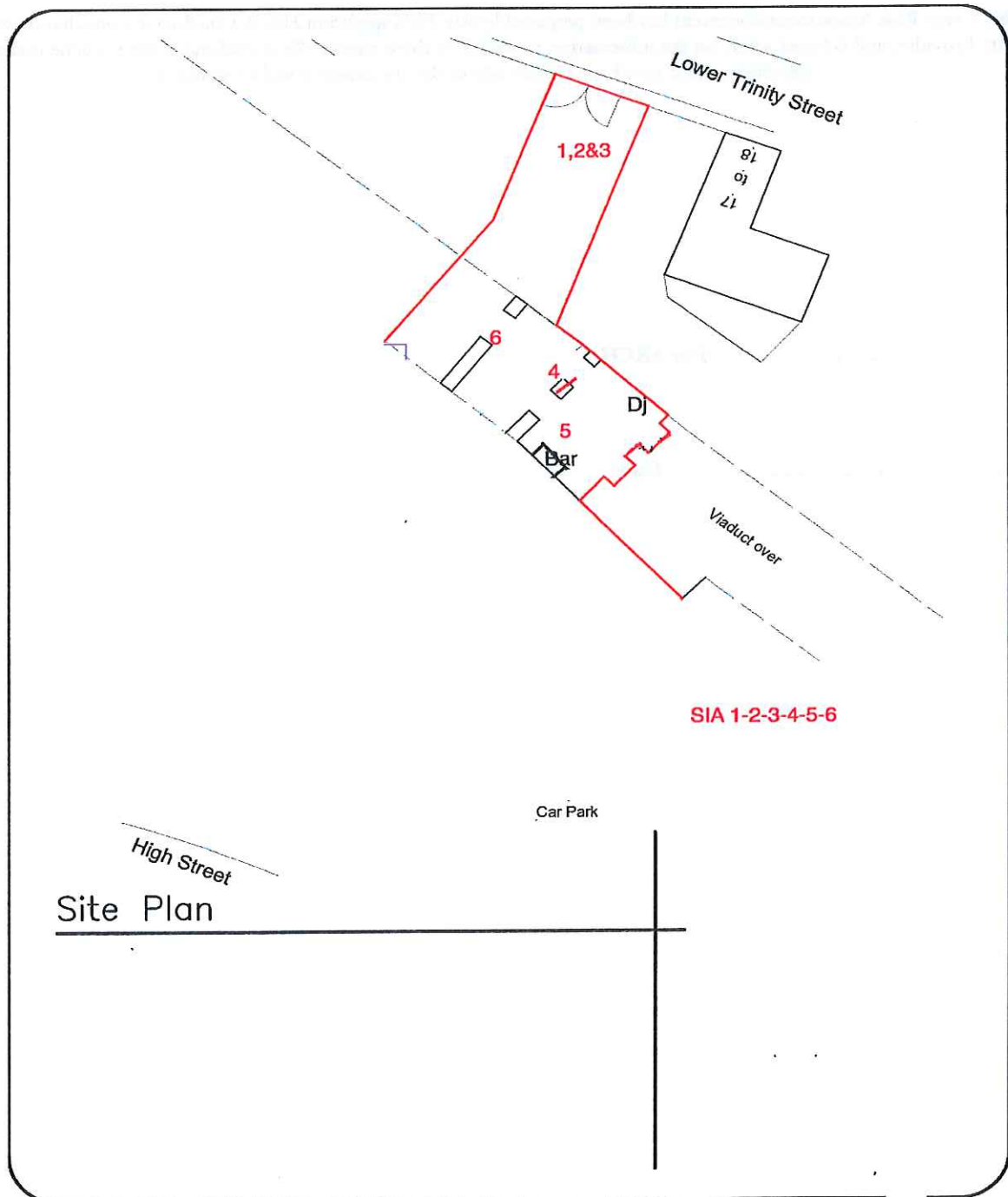
11. FIRE RISK ASSESSMENT FOR USAGE OF AREAS

FIRE RISK ASSESSMENT	<ul style="list-style-type: none"> Updated January 2018 		
TRAINING	<ul style="list-style-type: none"> Fire Marshall Training done and records kept 		
MEANS OF ESCAPE	<ul style="list-style-type: none"> Escape routes are ALL clearly marked with maintained and non maintained emergency lighting with running green men signs where identified these are needed. Fire Marshall's will be wearing Fire Marshall Hi Viz and directing patrons to the nearest exit in the event of emergency. <table border="1"> <tr> <td>Arch 7</td><td> <ul style="list-style-type: none"> Two means of escape can be used here one being shared with smoking and and other with the entrance/exit </td></tr> </table>	Arch 7	<ul style="list-style-type: none"> Two means of escape can be used here one being shared with smoking and and other with the entrance/exit
Arch 7	<ul style="list-style-type: none"> Two means of escape can be used here one being shared with smoking and and other with the entrance/exit 		
MEANS OF MOVEMENT	<ul style="list-style-type: none"> With occupancy numbers for Arch 7 room monitored and escape routes kept sterile and seating this would ease the movement throughout the building. 		
ROOM OCCUPANCY	<ul style="list-style-type: none"> SIA will be monitoring occupancy numbers with radio communication and if levels are close to being breached then DS's will be positioned to place a one in and one out policy and this will be done from the bottom of the stairs if this is likely to happen with no queuing on the stairs, not to create pinch points at this point full house will be implemented. Clear signs of occupancy and control methods will be in placed upon main entrance and entrance to rooms. 		

12. Notes

NOISE NUSIANCE	<ul style="list-style-type: none">• Strong 3ft thick walls of the Arch enclose dance area, and the only possible area to leak noise is from the entrance therefore a lobby has bee built to act as a sound barrier.• Noise limitation equipment is to be used as guided by Vanguard noise management consultants so there is no leakage of music outside Arch 7, this eradicate the problem noise nuisance to the nearest noise sensitive property.• Further brick walls outside smoking areas have been erected to eradicate people noise to the nearest noise sensitive area.
EVENT OBJECTIVES	<ul style="list-style-type: none">• The prevention of crime and disorder• Public safety• Prevention of public nuisance• Protection of children from harm

SIA DEPLOYMENT PLAN



PLEASE NOTE

This Event Risk Assessment document has been prepared by the TEN applicant Hitesh Chauhan in consultation with the security Provider, and is based solely on the information provided by those parties. West Midlands Police will be made aware of this event and if they have further advise this document could be updated.

..... For ARCH 7

..... Date

**Arch 7 DO NOT ACCEPT ANY LEGAL, FINANCIAL OR OTHER RESPONSIBILITY FOR ANY ACTION
UNDERTAKEN BY THEM OR THEIR SERVANTS IN PREPARATION OF THIS EVENTS RISK
ASSESSMENT OR OUTCOMES RESULTING FROM SAME**



BIRMINGHAM CITY COUNCIL

LICENSING SUB-COMMITTEE - B

27 NOVEMBER 2018

Arch 7, Lower Trinity Street, Birmingham, B9 4AG.

That, having considered the objection notice from West Midlands Police in respect of the temporary event notice as submitted by Mr Hitesh Chauhan, the premises user, for an event to be held on 1st December 2018 at Arch 7, Lower Trinity Street, Birmingham B9 4AG, this Sub-Committee determines that **a Counter Notice be issued** under Section 105 of the Licensing Act 2003.

The Sub-Committee's reason for issuing a Counter Notice is to prevent the temporary event from taking place and to promote the licensing objectives, particularly that of public safety, in the Act.

After hearing objections from West Midlands Police, the Sub-Committee was of the opinion that allowing the event to proceed at the premises would be likely to undermine the licensing objectives. The Police's main concern was that the Risk Assessments were unsatisfactory and did not accurately reflect the temporary event. It was the Police's recommendation that the event should not be permitted.

Although due regard was given to the premises user's representation, the Sub-Committee was not confident that the premises user could overcome the concerns raised by the Police. The Sub-Committee felt unable to permit any risk to public safety whatsoever at a very late-night event. The Sub-Committee therefore determined that it would be appropriate to issue a Counter Notice, to ensure the promotion of the licensing objectives in the Act.

The Sub-Committee has had regard to the evidence, argument and submissions placed before it, in addition to the report, the Home Office Guidance issued under s182, and its own Statement of Licensing Policy.

All parties are reminded that under the provisions contained within Schedule 5 to the Licensing Act 2003, there is the right of appeal against the decision of the Licensing Authority to the Magistrates' Court, such an appeal to be made within twenty-one days of the date of notification of the decision. No appeal may be brought later than five working days before the day on which the event period specified in the Temporary Event Notice begins.

Monastery

**Events RISK ASSESSMENT
FOR AN EVENT**

**“Monastery presents NYE”
VOID, KITCHEN, EQUALS, HIGHSPOT,
FOUND**

BEING HELD ON

31st December 2018 – 1st January 2019

**PREPARED BY
Hitesh Chauhan**

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11	Fire Risk assessment for usage of Areas	13
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1. INFORMATION

INFORMATION PROVIDED	<p>Information supplied is that the Management at The Monastery are holding an in house event called Monastery presents NYE Void, Kitchen, Equals held on 31st December 108- 1st January 2019 The premises will open its doors at 9pm and close 11:00am.</p> <p>The attached report will provide further details of the Event, Conditions sought, and advice given</p> <p>This event is classed as a 'MEDIUM' Risk</p>
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2. PERSONNEL

HOLDER OF PREMISES LICENCE	Strand (2015) Ltd
DPS & OWNER	Hitesh Chauhan

CONTRACTORS INVOLVED

SECURITY PROVIDERS	Elite Birmingham security LTD - No: 1
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ORGANISERS DETAILS

ORGANISERS	Billy Chauhan
ORGANISERS ADDRESS	The Monastery 173 High Street Deritend B12 0LD
ORGANISERS E-MAIL	

3. DETAILS OF EVENT

VENUE & Areas Used	<ul style="list-style-type: none"> • The Monastery • Ground Floor (T.E.N.S to be used) • 1st Floor (licensed & T.E.N.S to be used) • Second Floor T.E.N.S to be used)
DATE/S	<ul style="list-style-type: none"> • 31st December 2018 – 1st January 2019
OPENING HOURS	<ul style="list-style-type: none"> • 9pm to 05:00 Ground & • 1st Floor 11:00am • 0:500-:10:30am Second Floor
ENTRANCE	<ul style="list-style-type: none"> • The entrance being used is situated High Street Deritend
ADDMISION	<ul style="list-style-type: none"> • Advance Tickets and Pay on the door
LAST ADDMISSION	<ul style="list-style-type: none"> • 9am
TYPE OF CUSTOMER	<ul style="list-style-type: none"> • 18-40 yrs age
TYPE OF MUSIC	<ul style="list-style-type: none"> • House, Tech & Bass, Minimal
DRESS CODE	<ul style="list-style-type: none"> • Casual
ANTICIPATED NUMBERS	<ul style="list-style-type: none"> • Ground and 1st Floor 250 • Second Floor 50
RATIO OF FEMALES TO MALES	<ul style="list-style-type: none"> • 40/60
ETHNIC GROUPS	<ul style="list-style-type: none"> • None
CAPACITY OF PREMISES	<ul style="list-style-type: none"> • Ground Floor 200 • 1st Floor 193 • 2nd Floor 80
DRINKS PROMOTIONS	<ul style="list-style-type: none"> • The management will be aware not to encourage binge drinking.
PUBLICISING THE EVENT	<ul style="list-style-type: none"> • Internet – Facebook • Flyering – Posters in Premises.
TICKETS	<ul style="list-style-type: none"> • Limited free tickets £5, £8 £10
INFORMATION RE: EVENT	<ul style="list-style-type: none"> • The management are seeking to have a T.E.N.S granted for the Monastery for the ground and 2nd floor which are not licensed, the 1st floor licenced till 5am, the management are looking to extend the hours on the 1st and 2nd floors only • All conditions on the current premises license will be adhered to for this extension.

4. DETAILS OF ENTERTAINMENT

DJ/BAND	DETAILS
Dj	Name: ANek : Info: RESIDENT DJ
Dj	Name: Jack Swafer Richard Profound
Dj	Name: Fleur Shore
	Further list of Dj's to follow

5. SECURITY DEPLOYMENT FOR MONASTERY

DEPLOYMENT OF 8 SIA REGISTERED SECURITY PERSONEL	
<p>Search Team & Security at Entrance at High Street (Door supervisor will wear Hi-Vis Security Jackets)</p>	<p>3 Door Supervisors to be assigned to this area</p> <ul style="list-style-type: none"> • Door supervisors (1, 2 & 3) to control flow of queue will also meet & greet patrons whilst conducting ID, suitability checks and searches. • They will also maintain a sterile area immediately outside the main doors. Metal barriers will be used for this, and to control queuing.
<p>Ground floor rooms, – First Floor 2nd Floor (Door supervisor will wear Hi-Vis Security armbands)</p>	<p>4 Door Supervisors to be assigned to this area's.</p> <ul style="list-style-type: none"> • Door supervisor (5,6&7) to monitor the bar area's. • To ensure there are no signs of drunkenness in the main room. • Ensure patrons move away from bar area after having purchased drinks. • To ensure exits are kept clear at all times • To identify any potential hotspots • Monitor & Control Capacities with Stewards
<p>Floating All areas: (Door supervisor will wear Hi-Vis security armbands)</p>	<p>1 Door Supervisor to be assigned to this area</p> <ul style="list-style-type: none"> • Door supervisor (8) to monitor all areas and keep clear escape routes. • To also monitor toilets area at the foot of staircase at rear and smoking area • To identify any potential hotspots. • To ensure exits are kept clear at all times

6. SECURITY ARRANGEMENTS

SECURITY DUTIES	<ul style="list-style-type: none"> All Door Supervisors will be briefed by the Designated Premises Supervisor, as to their duties during their tour of duty at the event. No door supervisor will be engaged to work at the premises if he/she is not in possession of a current SIA licence. And to adhere to the condition of the premises license in relation to door supervisor
SEARCHING	<ul style="list-style-type: none"> The Monastery will operate an all patron search policy for those entering the venue A hand held search device will be in use Searches will be conducted to identify any person who has in their possession alcohol, offensive weapons and controlled Drugs.
EJECTIONS FROM THE PREMISES	<ul style="list-style-type: none"> All ejections will be conducted via the front entrance of the Monastery.
IDENTIFICATION	<ul style="list-style-type: none"> 'Challenge 25' will be adopted, and only the following ID documents will be accepted as proof of age. PASSPORT/DRIVING LICENCE
CAMERAS	<ul style="list-style-type: none"> The venue is equipped with CCTV, as per licence conditions.
TOILETS	<ul style="list-style-type: none"> Toilet attendants are present in each of the ladies & gents toilets and will be in possession of a security radio
RADIO COMMUNICATION	<ul style="list-style-type: none"> Security Radio's will be issued to all door & bar supervisors who in turn will be able to contact any door /bar supervisor or management in the premises
FIRST AID	<ul style="list-style-type: none"> There will be a trained first aider on duty on the premises during this event provided by Elite Security.
INCIDENT REGISTER	<ul style="list-style-type: none"> All incidents will be recorded in the Incident register
NOISE CONTROL	<ul style="list-style-type: none"> PERIODIC CHECKS ON THE HIGH ST AND LOWER TRINITY TO MONITOR THAT NOISE LEVELS WILL BE KEPT A MINUMN, RECORDS WILL BE KEPT ANY COMPLAINT OF NOISE WILL BE BROUGHT TO THE ATTENTION OF THE DPS AND DEAL WITH IT ACCORDINGLY

6. SECURITY ARRANGEMENTS

DRUGS POLICY	<p>The Monastery has an absolute "Zero Tolerance" in relation to misuse of Drugs.</p> <p>a). Persons suspected of being in possession of unlawful drugs will be asked to submit to a search prior to entering the premises. If they decline the search, they will not be permitted access.</p> <p>b). Any person within the premises suspected of being in possession of unlawful drugs will be asked to submit to a search. If they decline they will be removed from the premises. Any "minor" possession (as per guidelines i.e. non dealing quantity) discovered under these circumstances will lead to the suspect drugs being seized and the person in possession and anyone accompanying him/her being refused entry.</p>
DPS AREA OF RESPONSIBILITY	<ul style="list-style-type: none">• The DPS is ultimately responsible for his premises and ensuring all conditions are adhered to.• He is fully aware of his responsibilities.• The DPS will make periodic visits to the front entrance ensuring correct supervision of the door supervisors.

7. DETAILS OF POTENTIAL RISK FACTORS

VIOLENCE towards floor & Bar Staff, Security & members of Public	<ul style="list-style-type: none"> • All staff will have received training in the four licensing objectives. • All members of staff will be briefed prior to the event on possible dangers. • Each bar will have a supervisor on it that will have radio communication with security and management. • Staff will be trained to spot potential troublemakers & to defuse potential tense situations if safe to do so. • CCTV will be in working order, and have a recording facility. • All incidents will be entered into an incident register/book. • Overcrowding will not be permitted in any area of the venue. Door supervisors & Management will ensure this is the case. • Drink will not be sold to any person who appears to show signs of drunkenness. • Glass collectors will be used to keep the venue clear of empty glasses, and to keep the venue clean & safe from spillages.
DRUNKENNESS issues	<ul style="list-style-type: none"> • All staff will have received training on how to spot a member of the public who appears to be drunk and how to deal with them. • If members of the public appear to be drunk then refusal of any further drinks will be made. • If improper behaviour is being displayed, ejection from the venue will be made.
QUEUING arrangements	<ul style="list-style-type: none"> • Customers arriving at the venue will queue onto the car park on High Street
UNSUITABLE CLIENTILE	<ul style="list-style-type: none"> • Customers who turn up at the venue but are not suitably dressed for Monastery or heavily intoxicated will be politely refused entry.
SLIPS/TRIPS HAZARDS inside premises	<ul style="list-style-type: none"> • There is adequate lighting on all stairs/steps. • Staff have been trained to clean any spillages as soon as they have occurred. • Staff will have been instructed how to clean the spillage up as per Health & Safety instructions.

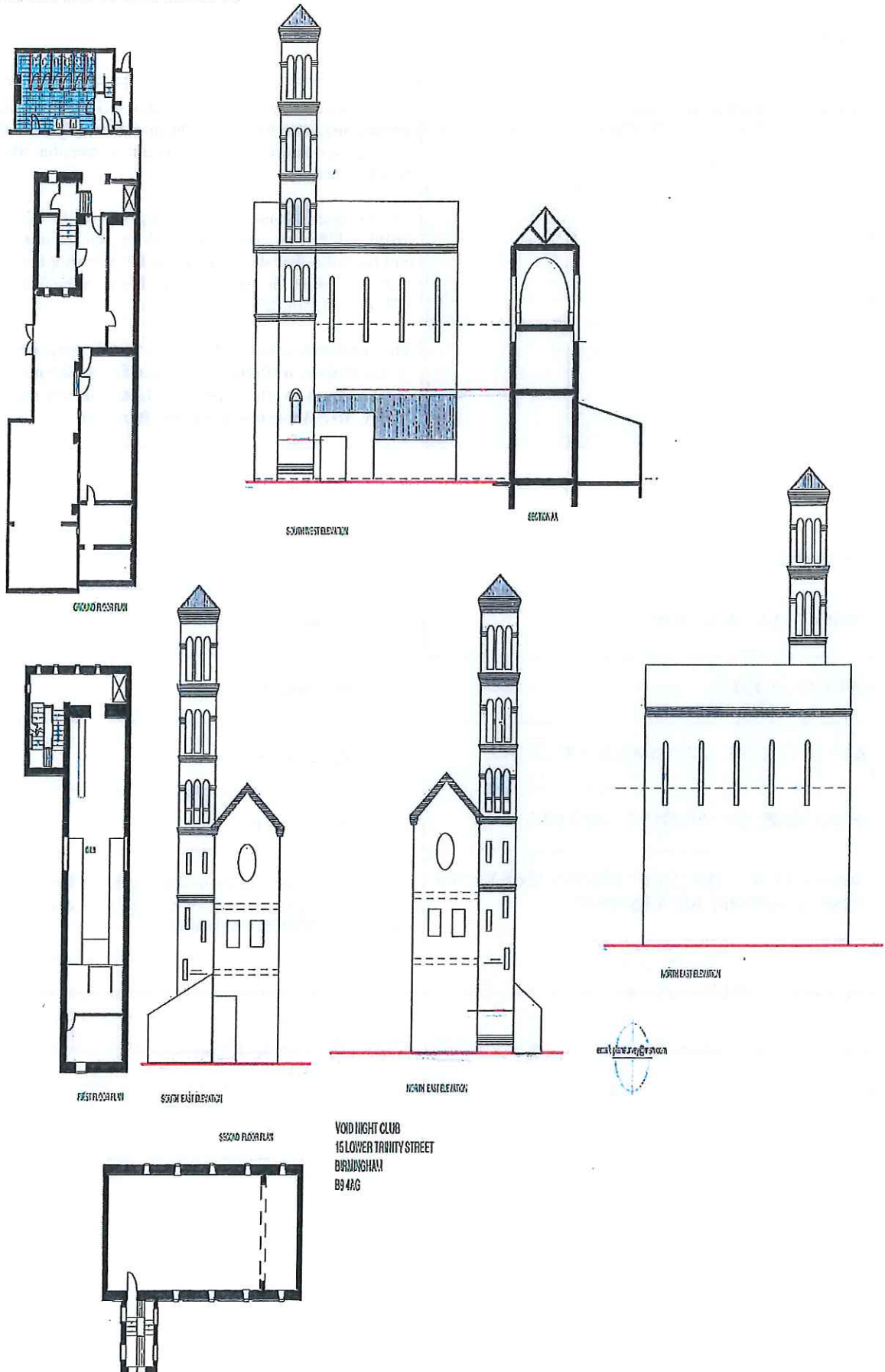
8. ADVICE

ADVICE GIVEN TO DPS	<p>Mr Hitesh Chauhan, is aware that there is a potential risk in holding any event, however, with all parties subject to this risk assessment complying with all conditions, then the risks can all but be eliminated</p> <p>The Premises License holder has been advised by STRAND (2015) LTD after consultation with the, the Security Provider, and the Police that all conditions in the following documents are to be met before the event Is allowed to go ahead and the event will run under the TENS application</p> <p>The conditions to be satisfied are in the following documents.</p> <ul style="list-style-type: none"> ▪ Conditions of Premises Licence for the Monastery ▪ Conditions in this Events Risk assessment report ▪ Fire Risk Assessment for the Premises
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9. CONDITIONS

PREMISES LICENCE	To be fully adhered to
DRUGS POLICY	To be fully adhered to
EVENT'S RISK ASSESSMENT REPORT	To be fully adhered to
FIRE RISK ASSESSMENT REPORT	To be fully adhered to
VARIATIONS OF CONDITIONS IN EVENT RISK ASSESSMENT REPORT	Any variation regarding the conditions in the Event Risk Assessment report will only be changed after consultation with the DPS, and STRAND (2015) LTD
ORGANISERS/PROMOTERS TO NOTE	The DPS to the said venue wish it to be known to any Promoter or Performer subject of this Risk assessment, that any information laid by the said Promoter/Performer that is found to be false and/or misleading shall forfeit any monies paid in respect of deposits and Risk Assessment Fees, and will have any agreement/Contract in respect of the event at the said venue terminated Forthwith.

10. MONASTERY PLANS



NOTE: 173 HIGH STREET ENTRANCE/EXIT ONTO THE CAR PARK WILL BE UTILISED FOR THIS EVENT

11. FIRE RISK ASSESSMENT FOR USAGE OF AREAS

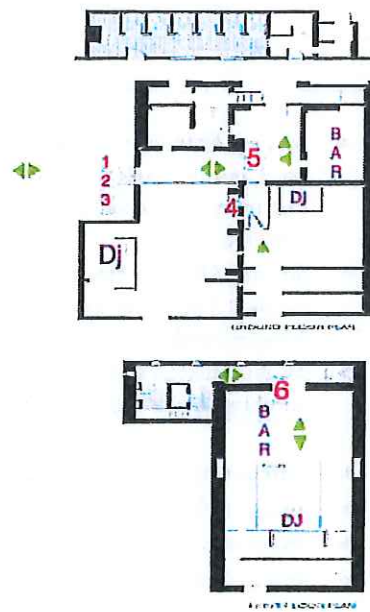
FIRE RISK ASSESSMENT	<ul style="list-style-type: none"> Updated October 2018 								
TRAINING	<ul style="list-style-type: none"> Fire Marshall Training done and records kept 								
USAGE	<ul style="list-style-type: none"> Between the hours from 10pm-5am ground floor, ground floor smoking, ground floor toilettes, 1st & 2nd floor rooms will be in open to the public. The hours 05:00 – 11:00 only 2nd floor, 2nd floor toilettes, ground floor smoking and ground floor toilettes will be open to the public and the 1st floor. 04:30 Ground floor will close, 4am 2nd Floor will close Selective 100 Patrons who visited the Void event will only be given access to the after party (wristbands) Any such time Ground and 1st Floor numbers are low then change over to the 2nd floor maybe put forward for example 4am 								
MEANS OF ESCAPE	<ul style="list-style-type: none"> Escape routes are ALL clearly marked with maintained and non maintained emergency lighting with running green men signs where identified these are needed. Fire Marshall's will be wearing Fire Marshall Hi Viz and directing patrons to the nearest exit in the event of emergency. <table border="1"> <tr> <td>GROUND SMOKING, TOILETTES</td><td> <ul style="list-style-type: none"> Separate sterile escape route is dedicated to this area leading out to the car park with it's own separate gate, DS is to briefed to open gate in the event of emergency. </td></tr> <tr> <td>GROUND FLOOR MUSIC ROOM</td><td> <ul style="list-style-type: none"> Two means of escape can be used here one being shared with smoking and toilettes and other with the entrance/exit </td></tr> <tr> <td>FIRST FLOOR</td><td> <ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken. </td></tr> <tr> <td>SECOUND FLOOR</td><td> <ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken. </td></tr> </table>	GROUND SMOKING, TOILETTES	<ul style="list-style-type: none"> Separate sterile escape route is dedicated to this area leading out to the car park with it's own separate gate, DS is to briefed to open gate in the event of emergency. 	GROUND FLOOR MUSIC ROOM	<ul style="list-style-type: none"> Two means of escape can be used here one being shared with smoking and toilettes and other with the entrance/exit 	FIRST FLOOR	<ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken. 	SECOUND FLOOR	<ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken.
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FIRST FLOOR	<ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken. 								
SECOUND FLOOR	<ul style="list-style-type: none"> Concrete stairwell is the means of escape and when on the ground floor 2 routes maybe taken. 								
MEANS OF MOVEMENT	<ul style="list-style-type: none"> With occupancy numbers for each room monitored and escape routes kept sterile and seating this would ease the movement throughout the building. 								

<p>ROOM OCCUPANCY</p>	<ul style="list-style-type: none"> • Stewards will be monitoring occupancy numbers with radio communication and if levels are close to being breached then DS's will be positioned to place a one in and one out policy and this will be done from the bottom of the stairs if this is likely to happen with no queueing on the stairs, not to create pinch points at this point full house will be implemented. • Clear signs of occupancy and control methods will be in placed upon main entrance and entrance to rooms.
<p>GROUND FLOOR CLOSURE</p>	<ul style="list-style-type: none"> • The ground floor genre of house music is different to the 1st floor and 2nd floors therefore the ground floor will have it's own target audience with a minimal crossover • Ground floor room will be closed between the hours of 3-4am which will automatically have a reduction in numbers • Naturally 40% reduction of occupancy at 3am taking into account various factors – tiredness – visiting other venues – favourite Dj's finished etc..... • Occupancy and Room occupancy control measures will be in force throughout the event to ensure capacity levels are met and not to create issues at the same time. • Queue will be reformed on the entrance for High Spot / Found afters, with wristbands having priority. • and only if occupancy levels have been met then doors will be re opened with 2 separate queues – Wristbands and paying on the door

12. Notes

NOISE NUSIANCE	<ul style="list-style-type: none">• Strong 2ft thick walls enclose ground floor dance area, and the only possible area to leak noise is from the entrance therefore a lobby is being built to act as a sound barrier.• Second Floor as the 1st floor all windows are to be insulated and thermal blocked, the roof space will be blocked with sound block.• Blue acoustics will be carrying out noise measurements before during and after.
EVENT OBJECTIVES	<ul style="list-style-type: none">• The prevention of crime and disorder• Public safety• Prevention of public nuisance• Protection of children from harm

Security Deployment Plan



8 floating

PLEASE NOTE

This Event Risk Assessment document has been prepared by the DPS Hitesh Chauhan in consultation with the security Provider, and is based solely on the information provided by those parties. This document will incorporate the Conditions on the Premises Licence; West Midlands Police will be made aware of this event.

..... For STRAND (2015) LTD

..... Date

**STARND (2015) LTD & CLUBS LTD DO NOT ACCEPT ANY LEGAL, FINANCIAL OR OTHER
RESPONSIBILITY FOR ANY ACTION UNDERTAKEN BY THEM OR THEIR SERVANTS IN
PREPARATION OF THIS EVENT'S RISK ASSESSMENT OR OUTCOMES RESULTING FROM SAME**

From: Ben Reader
Sent: 17 December 2018 10:04
To: Licensing
Subject: FW: NYE Event at Monastery

Below are screenshots from Skiddle and Facebook detailing the event advertised for Monastery this NYE

void // nye 2018 // anek // joshua // + mtbctickets

Monastery in Birmingham

Monday 31st December 2018 (New Year's Eve)

10:00pm til 5:00am

Minimum Age: 18

Void brings in 2019 with ANEK // Joshua // Jack Swaffer Richey Profond // Fleur Shore and more acts to be confirmed. Full venue transformation.

- event info**

buy tickets securely

Type of Ticket	Price	Qu
2nd Release	£9.05 (£8.00 + <u>bf</u>)	
3rd Release	£13.45 (£12.00 + <u>bf</u>)	
Final Release	£16.75 (£15.00 + <u>bf</u>)	
Early Birds Early birds only available from 6th December - 10th	£6.00 (£5.00 + <u>bf</u>)	SOL
Embed Ticket Box Accepted: We accept Visa We accept Mastercard We accept Maestro RapidScan barcoded tickets	Total to pay: RapidScan fee £0.50 per order	
buy tickets »		

These tickets are on sale for VOID // NYE 2018 // ANEK // JOSHUA // + mtbc. Skiddle.com is an official ticket outlet for this event. All credit card purchases you make at skiddle.com are encrypted through our Secure Server Technology

Share

Tweet

Pin

Share

void // nye 2018 // anek // joshua // + mtbc on monday 31st december 2018

VOID NYE!!

Expect the unexpected, there will be a **full venue transformation** with loads of free giveaways on the night.

You will be entertained in a whole new way with

magicians

fire breathers

stilt walkers

CO2

fireworks

face painters (if your into your glitter)

More rooms

All the above before we talk about the handpicked creme de la creme of our residents and special guests!!!

There will be a limited number of discounted tickets available from 6th December until 10th.

Tickets

Early Birds £5 +bf (for one weekend only)

2nd Release £8 +bf

3rd Release £12 +bf

Final Release £15+bf

VOID NYE

ANEK

Joshua

Jack Swaffer Richey Profond

Fleur Shore

Full line to be confirmed

Music Genres // Tech House // Minimal // Techno // Acid House // Disco //

#wearevoid

#seeyouonthedancefloor

Music Genres:

Acid House, Disco, Minimal Techno, Tech House, Techno

who's on the line-up?

Track artist

anek

Track artist

jack swaffer and richey profond

Track artist

fleur shore

Track artist

joshua

event flyer

entry prices

Minimum age: 18

Entry price (public): £5, £8, £12, final release £15 +bf (Additional fees may apply)

Find more **New Year's Eve events in Birmingham**.

To view more NYE events, please check our national **New Years Eve** guide or the local **Birmingham New Years Eve guide** for loads of ideas.

[Click here to purchase advance tickets now from Skiddle](#)

[Report Problem](#)

Please note: The event information above has been added by the organiser. Whilst we try to ensure all details are up-to-date we do not make any warranty or representation as to the accuracy or completeness of the information shown.

monastery birmingham

monastery in birmingham

Rating:

173_174 High Street, Digbeth,
Birmingham,
B12 0LD

Ben said: "Good club, good music great night". [More »](#)

- **Useful Links**

- [Events at Monastery](#) · [Bars near Monastery](#)

- [Hotels near Monastery](#) · [Restaurants near Monastery](#)

[View more venue information »](#)

recommended events



Monastery Digbeth
[@monasterydigbeth](#)

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Posts



Monastery Digbeth shared VOID Digbeth's post.

16 hrs · 🌐



VOID Digbeth shared an event.

6 December at 13:18 · 🌐

VOID is going off with a bang once again this NYE!!

Expect the unexpected, there will be a full venue transfer with loads of free giveaways on the night...

[See more](#)



MON, 31 DEC AT 22:00 UTC

Void brings in 2019 with ANEK // Joshua // Jack Swaffer Richey

G

👍 Like

💬 Comment



Police Constable 2413 Ben Reader
Licensing Department
Birmingham West Local Policing Unit
Police Headquarters,
Lloyd House,
Birmingham,
B4 6NQ