

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	Licensing Sub Committee C
Report of:	Director of Regulation & Enforcement
Date of Meeting:	Wednesday 4th October 2023
Subject:	Licensing Act 2003 Premises Licence – Grant
Premises:	Beets Lounge, 60 Barr Street, Newtown, Birmingham, B19 3DX
Ward affected:	Newtown
Contact Officer:	Bhapinder Nandhra, Senior Licensing Officer, licensing@birmingham.gov.uk

1. Purpose of report:

To consider representations that have been made in respect of an application for a Premises Licence which seeks to permit the Sale of Alcohol (for consumption both on and off the premises) to operate from 12:00midday until 02:00am (Monday to Thursday), 12:00midday until 04:00am (Friday and Saturday) and 12:00midday until 03:00am (Sunday).

The provision of Regulated Entertainment consisting of films, live music, and recorded music, to operate indoors only, from 12:00midday until 02:00am (Monday to Thursday), 12:00midday until 04:00am (Friday and Saturday) and 12:00midday until 03:00am (Sunday).

To permit the provision of Late Night Refreshment, to operate indoors only, from 11:00pm until 02:00am (Monday to Thursday), 11:00pm until 04:00am (Friday and Saturday) and 11:00pm until 03:00am (Sunday).

Premises to remain open to the public from 08:00am until 02:30am (Monday to Thursday), 08:00am until 04:30am (Friday and Saturday) and 08:00am until 03:30am (Sunday).

2. Recommendation:

To consider the representations that have been made and to determine the application, having regard to:

- The submissions made by all parties
- The Statement of Licensing Policy
- The Public Sector Equality Duty
- The s182 Guidance

3. Brief Summary of Report:

An application for a Premises Licence was received on 18th August 2023 in respect of Beets Lounge, 60 Barr Street, Newtown, Birmingham, B19 3DX.

Representations have been received from other persons.

4. Compliance Issues:
4.1 Consistency with relevant Council Policies, Plans or Strategies:
<p>The report complies with the City Council's Statement of Licensing Policy and the Council's Corporate Plan to improve the standard of all licensed persons, premises and vehicles in the City.</p>
5. Relevant background/chronology of key events:
<p>Beets Club and Lounge Limited applied on 18th August 2023 for the grant of a Premises Licence for Beets Lounge, 60 Barr Street, Newtown, Birmingham, B19 3DX.</p> <p>Representations have been received from other persons, which are attached at Appendices 1 & 2.</p> <p>The application is attached at Appendix 3.</p> <p>Conditions have been agreed with West Midlands Police and the applicant, which are attached at Appendix 4.</p> <p>Site Location Plans at Appendix 5.</p> <p>When carrying out its licensing functions, a licensing authority must have regard to Birmingham City Council's Statement of Licensing Policy and the Guidance issued by the Secretary of State under s182 of the Licensing Act 2003. The Licensing Authority is also required to take such steps as it considers appropriate for the promotion of the licensing objectives, which are:-</p> <ul style="list-style-type: none"> a. The prevention of crime and disorder; b. Public safety; c. The prevention of public nuisance; and d. The protection of children from harm.
6. List of background documents:
<p>Copies of the representations as detailed in Appendices 1 & 2.</p> <p>Application Form, Appendix 3.</p> <p>Conditions agreed with West Midlands Police, Appendix 4.</p> <p>Site Location Plans, Appendix 5.</p>
7. Options available
<p>To Grant the licence in accordance with the application.</p> <p>To Reject the application.</p> <p>To Grant the licence subject to conditions modified to such an extent as considered appropriate.</p> <p>Exclude from the licence any of the licensable activities to which the application relates.</p> <p>Refuse to specify a person in the licence as the premises supervisor.</p>



To Whom It May Concern,

23rd August 2023

I, _____ representing Central Picture Framing located at 62 Barr Street, Hockley, Birmingham, B19 3DX, am writing to formally express our objection and seek an appeal in relation to the "application for new premises license, under the licensing act 2003" filed by BEETS LOUNGE & CLUB LTD, for their establishment situated at BEETS LOUNGE, 60 Barr Street, Hockley, Birmingham, B19 3DX.

Our attention has been drawn to the application, which encompasses the following key aspects:

1. "Supply of alcohol on/off the premises"

- Monday to Thursday: 12:00hrs to 02:00hrs
- Friday to Saturday: 12:00hrs to 04:00hrs
- Sunday: 12:00hrs to 03:00hrs

2. "Regulated Activities"

- Monday to Sunday: 12:00hrs to 02:00hrs
- Friday to Saturday: 12:00hrs to 04:00hrs
- Sunday: 12:00hrs to 03:00hrs

3. "Late Night Refreshment"

- Monday to Saturday: 23:00hrs to 23:00hrs
- Friday to Saturday: 23:00hrs to 04:00hrs
- Sunday: 23:00hrs to 03:00hrs

As immediate neighbours of the premises under consideration for licensing, we wish to voice our reservations about the proposed operations of BEETS LOUNGE & CLUB. The extended operational hours mentioned above are a cause for concern as they are poised to substantially disrupt the day-to-day functioning of our own business. Additionally, we anticipate that these extended hours could lead to an increase in waste generation and contribute to a rise in undesirable antisocial behaviours within the locality.

62 Barr Street | Hockley | Birmingham B19 3DX



Further aggravating our concerns is our direct observation of the refurbishment activities undertaken at 60 Barr Street. We wish to draw attention to several points of contention:

1. Unauthorised Structural Alterations: The creation of a new access point to 60 Barr Street has transpired without the proper execution of requisite planning permissions. This newly created large-level access opening, replacing a prior single window, now necessitates access from the portion of the area designated to 62 Barr Street.
2. Unapproved Change of Use: We have yet to receive any official notification pertaining to planning applications submitted for the change of use from what was initially designated as a light industrial space to its present designation as a restaurant and café.

Furthermore, it is crucial to highlight that the area surrounding Barr Street is currently undergoing a significant regeneration effort, with a large residential development project taking place right next door. Granting the premises license for BEETS LOUNGE & CLUB in its proposed form could act as a deterrent to potential residents of this new development. Such an outcome would be in direct contrast to the redevelopment objectives set by the Birmingham City Council, which seeks to create a harmonious and vibrant living environment for the community.

Quoting from the Jewellery Quarter Neighbourhood Plan, page 16, "New development must support and strengthen the distinctive character of the areas surrounding the city centre core, raising their overall quality, offer, and accessibility." It is our firm belief that granting a license to this premise undermines this vision. We fully support the growth of businesses in the Jewellery Quarter. However, as illustrated in the neighbourhood plan, property owners should be encouraged to have tenants that are small or growing skilled businesses, rather than establishments of a pub or bar nature.

Considering these concerns, we earnestly request that a comprehensive review of the licensing application for BEETS LOUNGE & CLUB LTD be undertaken. We firmly believe that the potential ramifications of the proposed operations on both our business and the surrounding environment warrant careful consideration.

It is our sincere hope that the authorities responsible will give due attention to our objections and consider the potential implications of granting the requested premises license. Our primary aim is to maintain a harmonious coexistence within the vicinity while ensuring the preservation of the area's commercial and social fabric.

Our concerns to granting this license is great, therefore, if required we would commission an extensive report that supports our raised issues and objections.

Thank you for your time and consideration. We look forward to your response.



Central Picture Framing

62 Barr Street, Hockley, Birmingham, B19 3DX

From:

Sent: 15 September 2023 13:16

To: Licensing

Subject: Representations against licencing application made by Beets Lounge & Club Ltd

Dear Sirs,


We write in response to the Licencing Application made by Beets Lounge & Club Ltd to supply alcohol and offer late night refreshments at the premises known as 60 Barr Street, Hockley, Birmingham, B19 3DX.

We would like to object to this application as we believe it would be detrimental to the area. Furthermore, we own the neighbouring land, 46 Barr Street, which is due to undergo construction for the development of 148 residential apartments. A nightclub operating next door would have a very negative impact upon the lives of the residential occupation and would no doubt lead to numerous complaints regarding noise and incidents occurring outside/inside 60 Barr Street due to the consumption of alcohol.

We are the owners of numerous sites within the vicinity of Barr Street as it forms part of our masterplan to regenerate the local area. We feel the granting of such licence would hinder the regeneration process greatly.

For the reasons set out above, we strongly contest the application and are hopeful that the council agree with our views.

Kind regards.

	Birmingham Application for a premises licence Licensing Act 2003	For help contact licensingonline@birmingham.gov.uk Telephone: 0121 303 9896

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="New Premises License for BEET's LOUNGE"/>	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant? <input checked="" type="radio"/> Yes <input type="radio"/> No		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name	<input type="text" value="BEETS CLUB"/>
* Family name	<input type="text" value=" & LOUNGE LTD"/>
* E-mail	<input type="text"/>
Main telephone number	<input type="text"/> Include country code.
Other telephone number	<input type="text"/>
<input type="checkbox"/> Indicate here if the applicant would prefer not to be contacted by telephone	

Is the applicant:

- | | |
|--|--|
| <input checked="" type="radio"/> Applying as a business or organisation, including as a sole trader
<input type="radio"/> Applying as an individual | A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby. |
|--|--|

Applicant Business

Is the applicant's business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="14232835"/>	
Business name	<input type="text" value="BEETS CLUB & LOUNGE LTD"/>	If the applicant's business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text"/>	Put "none" if the applicant is not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
☐ A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

Is your business registered in the UK with Companies House? ☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21	
APPLICATION DETAILS	
<p>In what capacity are you applying for the premises licence?</p> <p> <input type="checkbox"/> An individual or individuals <input checked="" type="checkbox"/> A limited company / limited liability partnership <input type="checkbox"/> A partnership (other than limited liability) <input type="checkbox"/> An unincorporated association <input type="checkbox"/> Other (for example a statutory corporation) <input type="checkbox"/> A recognised club <input type="checkbox"/> A charity <input type="checkbox"/> The proprietor of an educational establishment <input type="checkbox"/> A health service body <input type="checkbox"/> A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales <input type="checkbox"/> A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England <input type="checkbox"/> The chief officer of police of a police force in England and Wales </p> <p>Confirm The Following</p> <p> <input checked="" type="checkbox"/> I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities <input type="checkbox"/> I am making the application pursuant to a statutory function <input type="checkbox"/> I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative </p>	
Section 4 of 21	
NON INDIVIDUAL APPLICANTS	
<p>Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.</p> <p>Non Individual Applicant's Name</p> <p>Name <input type="text" value="BEETS CLUB & LOUNGE LTD"/></p> <p>Details</p> <p>Registered number (where applicable) <input type="text" value="14232835"/></p> <p>Description of applicant (for example partnership, company, unincorporated association etc)</p>	

Continued from previous page...

Private limited Company

Address

Building number or name
Street
District
City or town
County or administrative area
Postcode
Country

Contact Details

E-mail
Telephone number
Other telephone number

* Date of birth / /

* Nationality

[Documents that demonstrate entitlement to work in the UK](#)

[Add another applicant](#)

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The applicants premises will be known as BEETS LOUNGE

The Premises is located in a two storey concrete building which used to be an old industrial warehouse. The front is set back from the pavement with a hard standing parking area. Entrance is via a lobby to the front. Planning permission is being applied for change of use.

Continued from previous page...

DESCRIPTION OF OPERATION

The applicant will be operating two types of operation throughout the day early evening and late into the night. From midday through to early evening top chefs will be serving up a selection of food from Asia, Africa and Europe to diners either in the comfortable surroundings of the front room on the ground floor or the restaurant on the first floor. Late into the evening the back room on the ground floor will be serving up a selection of club music, fine cocktails and dancing through to the early hours of the morning.

GROUND FLOOR

There will be two rooms.

ROOM AT THE FRONT will have a large bar servery and a dumbwaiter leading down from the kitchen.

This room will be comfortably furnished with booths, tables and chairs where customers can dine. There will be TV screens and WiFi Sockets fitted. Customers during the day through to early evening can eat & drink in comfort.

ROOM AT THE REAR will have a small bar servery serving cocktails and spirits. There will be a DJ booth. This area will be for customers wishing to listen & dance to club music through to the early hours of the morning. A disabled toilet will be located in this area. There will be a single staircase leading up to the first floor where the Ladies & Gents toilets will be.

FIRST FLOOR (This floor to be licensed at a later date)

There will be a dining /restaurant area, a fully equipped kitchen with a dumbwaiter which will service food to the ground floor bar in the front room.

There will be Ladies & Gents Toilets.

Liaison has been made with Mark Swallow from West Midlands Police Licensing Team in relation to the hours.

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes

☒ No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start

End

Give timings in 24 hour clock.

(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Start

End

Continued from previous page...

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the exhibition of films take place indoors or outdoors or both?



Indoors



Outdoors



Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

Continued from previous page...

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

FRIDAY

Start 12:00

End 04:00

Start

End

SATURDAY

Start 12:00

End 04:00

Start

End

SUNDAY

Start 12:00

End 03:00

Start

End

Will the performance of live music take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes ☐ No

Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☒ Indoors

☐ Outdoors

☐ Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes ☒ No

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

FRIDAY

Start 23:00

End 04:00

Start

End

SATURDAY

Start 23:00

End 04:00

Start

End

SUNDAY

Start 23:00

End 03:00

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

☒ Indoors

☐ Outdoors

☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes

☐ No

Continued from previous page...

Standard Days And Timings

MONDAY

Start 12:00

End 02:00

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start 12:00

End 02:00

Start

End

WEDNESDAY

Start 12:00

End 02:00

Start

End

THURSDAY

Start 12:00

End 02:00

Start

End

FRIDAY

Start 12:00

End 04:00

Start

End

SATURDAY

Start 12:00

End 04:00

Start

End

SUNDAY

Start 12:00

End 03:00

Start

End

Will the sale of alcohol be for consumption:

- ☐ On the premises ☐ Off the premises ☒ Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

--

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Date of birth / /
dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Continued from previous page...

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

Non

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start 08:00

End 02:30

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start 08:00

End 02:30

Start

End

WEDNESDAY

Start 08:00

End 02:30

Start

End

THURSDAY

Start 08:00

End 02:30

Start

End

FRIDAY

Start 08:00

End 04:30

Start

End

SATURDAY

Start 08:00

End 04:30

Start

End

SUNDAY

Start 08:00

End 03:30

Start

End

State any seasonal variations

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Continued from previous page...

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

1. Staff other than personal license holders involved in the sale of alcohol are to be trained under the Licensing Act 2003 prior to being allowed to sell/ supply alcohol.
2. All training is to be documented and signed by the Premises License Holder and the trainee.
3. All training records are to be made available to any of the responsible authorities on request.
4. Staff other than personal license holders involved in the sale/ supply of alcohol are to receive documented refresher training every six months.

b) The prevention of crime and disorder

5. The licence holder will ensure that an incident log will be maintained at the premises. Each entry will be signed off by the DPS.
6. The licence holder will ensure that CCTV approved by West Midlands police will be fitted in the premises. Images will be retained for a period of at least 31 days and will be made available to any of the responsible authorities to view or copies produced on request. If for any reason the CCTV hard drive needs to be replaced the previous / old hard drive will be kept on site for a minimum of 31 days and made immediately available to any of the responsible authorities on request.
7. The licence holder will ensure that the premises will deploy door staff from 22:00hrs when trading past 22:00hrs.
8. Door staff will sign on and off duty. The premises will keep a profile of all door staff which will include a copy of their SIA licence and photographic ID. (If photographic ID is not available then a utility bill no older than 3 months will be acceptable.) The signing in & out sheets and profiles will be kept on the premises for a minimum of 3 months and made immediately available to any of the responsible authorities on request.
9. Door staff will wear a fluorescent coat, jacket or waistcoat while on duty outside the premises and fluorescent tabards inside the premises.
10. Door staff will remain on duty until all the customers have dispersed.
11. The licence holder will ensure that the numbers of door staff and any earlier start time will be risk assessed by the premises. This risk assessment will be made available to any of the responsible authorities immediately on request.
12. No persons will be allowed to enter the premises between Monday to Thursday after 00:00hrs and Friday to Saturday after 03:00hrs and Sunday 02:00hrs.
13. The premises will operate a search policy. This will be made available to any of the responsible authorities on request.
14. The premises will operate a dispersal policy. This will be made available to any of the responsible authorities on

Continued from previous page...

request.

15. The premises will operate a vulnerability policy this will be made available to any of the responsible authorities on request.

c) Public safety

16. The Designated Premises Supervisor is aware of his responsibilities to the staff and customers in respect of public safety and will take all reasonable steps to ensure the maintenance of all provided safety arrangements and equipment in accordance with the requirements of current installations.

17. There shall be no smoking or use of shisha which contains tobacco or produces tobacco smoke inside the premises (this does not prohibit the use of electronic shisha providing it does not contain tobacco).

d) The prevention of public nuisance

18. The licence holder will ensure that all windows to be closed and remain closed while regulated entertainment is taking place after 20:00hrs except for ingress and egress or cases of emergency.

19. The licence holder will ensure that the volume of all entertainment/music will be controlled by the DPS, premises licence holder or their nominated representative and not the DJ, artist or persons hiring the venue.

20. All deliveries will be received between 08:00hrs and 19:00hrs.

21. The Designated Premises Supervisor or other competent person shall carry out observations in the vicinity of the premises on at least two intervals between :

- a. 23:00hrs and 00:00hrs (Monday to Thursday)
- b. 23:00hrs and 03:00hrs (Friday and Saturday)
- c. 23:00hrs and 02:00hrs (Sunday)

whilst live music or recorded music is playing in order to establish whether there is a noise breakout from the premises. If the observation reveals noise breakout at a level likely to cause disturbance to the occupants of properties in the vicinity, then the volume of music shall be reduced to a level that does not cause disturbance. A record of such observations shall be kept, records shall be completed immediately after the observation detailing the time, location and duration of the observation, the level of noise breakout and any action taken to reduce noise breakout. Records shall be available at all times upon request to an authorised officer of the Licensing Authority, Environmental Health Department or the Police.

22. The Licence Holder shall erect prominent, clear and legible signage inside the premises requesting patrons to be considerate of local residents when leaving the premises.

23. The rating noise level for cumulative sound from all extraction plant and machinery shall not at any time exceed the background sound level at any noise-sensitive premises when assessed in accordance with British Standard 4142(2014) or any subsequent guidance or legislation amending, revoking and/or re-enacting BS4142 with or without modification.

24. There shall be no live or recorded music performed outside the building and there shall be no speakers for amplified speech, sound or music in any external area. There shall be no use of fireworks external to the building at any time.

25. The premises licence holder or their nominated representative shall supply a written noise risk assessment and noise management plan to Birmingham City Council Environmental Health Department for approval prior to opening.

26. The noise management plan shall outline the measures to be adopted to reduce the noise impact of activities associated with the premises including management of noise from regulated entertainment, building noise break-out, deliveries, recycling and refuse collections, external areas, smoking areas, access and egress and customers. All operational controls and management actions required by the approved noise management plan shall be instigated at all times.

27. There shall be no more than 10 persons permitted in the external smoking area at any time.

28. No alcoholic drinks shall be taken into or consumed in the external smoking area.

29. The fire escape doors shall be acoustically rated, close-fitting, effective fire doors and they shall be fitted with an alarm which sounds and/or visually warns at the bar if anybody tries to open the doors when the premises are in use other than for escape in the case of an emergency.

30. No waste/recyclable glass material, including bottles, shall be moved, removed or placed in areas outside the building between the hours of 22.00 and 08.00.

31. The house PA sound system shall be based on a distributed speaker system with the sound output directed away from external walls, doors or the roof/ceiling.

32. The house PA sound system shall be fitted with a noise limiting device such as an inline compressor and this shall be

Continued from previous page...

- set and managed by the premises licence holder or their nominated representative to ensure noise levels do not cause a nuisance at any noise-sensitive premises. Control of the main outputs of the amplification speaker system shall only be available to the premises licence holder or their nominated representative. The sound output from the PA system shall be gradually reduced during the 30 minutes prior to the end of the licensable hour for regulated entertainment.
33. There should be no additional amplification or speaker systems used at any time other than house PA.
34. No alcoholic drinks shall be removed from premises unless in a sealed container and intended for off-site consumption.
35. All external doors and windows shall be kept closed when there is amplified music, speech or sound within the building except as necessary for safe and effective access and egress.
36. The use of the smoking area shall cease 1 hour prior to the terminal hour for regulated entertainment and shall be cleared of patrons.
37. The premises licence holder or their nominated representative shall supply a written dispersal policy Birmingham City Council Environmental Health Department for approval. The policy shall detail the measures for proactively encouraging customers to vacate the environs of the premises quietly and with respect for others and to ensure that patrons leave gradually over a period. The policy shall also detail the mechanisms for control of vehicles in the street

e) The protection of children from harm

38. We recognise the importance of protecting children from harm and this is supported by our commitment to health and safety in the operation and maintenance of the premises and also our approach to managing the risk of under age drinking.
39. The licence holder will ensure that the company will operate the Challenge 25 Policy. The only acceptable forms of identification will be a passport, photo driving licence, military id card or PASS id card with the hologram logo, a refusals log will be maintained at the premises. Each entry will be signed off by the DPS.
40. The Designated Premises Supervisor and staff will at all times remain aware of their responsibilities under the objective, including that alcohol shall not be sold to anyone under the age of 18. Staff on duty will be trained and made aware of a challenge 25 policy and the requirements and the need to demand an acceptable form of age id. Training records will be maintained and updated by DPS every six months.
41. No persons under the age of 18 will be allowed to be on the premises after 22:00 hours.
42. The licence holder will ensure that no persons under the age of 18 will be allowed into the premises unless accompanied by a person over the age of 18.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

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If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

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- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at <https://www.tax.service.gov.uk/business-rates-find/search>

Band A - No RV to £4300 - £100.00

Band B - £4301 to £33000 - £190.00

Band C - £33001 to £87000 - £315.00

Band D - £87001 to £125000 - £450.00*

Band E - £125001 and over - £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 - £1,000.00

Capacity 10000 -14999 - £2,000.00

Capacity 15000-19999 - £4,000.00

Capacity 20000-29999 - £8,000.00

Capacity 30000-39999 - £16,000.00

Capacity 40000-49999 - £24,000.00

Capacity 50000-59999 - £32,000.00

Capacity 60000-69999 - £40,000.00

Capacity 70000-79999 - £48,000.00

Capacity 80000-89999 - £56,000.00

Capacity 90000 and over - £64,000.00

* Fee amount (£)

190.00

DECLARATION

Continued from previous page...

[APPLICABLE TO INDIVIDUAL APPLICANTS ONLY, INCLUDING THOSE IN A PARTNERSHIP WHICH IS NOT A LIMITED LIABILITY PARTNERSHIP] I UNDERSTAND I AM NOT ENTITLED TO BE ISSUED WITH A LICENCE IF I DO NOT HAVE THE

- * ENTITLEMENT TO LIVE AND WORK IN THE UK (OR IF I AM SUBJECT TO A CONDITION PREVENTING ME FROM DOING WORK RELATING TO THE CARRYING ON OF A LICENSABLE ACTIVITY) AND THAT MY LICENCE WILL BECOME INVALID IF I CEASE TO BE ENTITLED TO LIVE AND WORK IN THE UK (PLEASE READ GUIDANCE NOTE 15).

THE DPS NAMED IN THIS APPLICATION FORM IS ENTITLED TO WORK IN THE UK (AND IS NOT SUBJECT TO CONDITIONS

- * PREVENTING HIM OR HER FROM DOING WORK RELATING TO A LICENSABLE ACTIVITY) AND I HAVE SEEN A COPY OF HIS OR HER PROOF OF ENTITLEMENT TO WORK, IF APPROPRIATE (PLEASE SEE NOTE 15).

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

[Add another signatory](#)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/birmingham/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

From: Mark Swallow
Sent: 11 September 2023 10:45
To: 'Carl Moore'
Cc: Licensing
Subject: RE: [External]: Re: FW: Beets Lounge - Proposed conditions agreed

Good Morning Licensing,

Reference the above application below are additional operating conditions agreed with the premises.

With these additions West Midlands Police have no objection to the issue of the premises license. The applicant has been copied into this email.

Mark Swallow.

From: Carl Moore
Sent: 10 September 2023 23:06
To: Mark Swallow
Cc:
Subject: [External]: Re: FW: Beets Lounge - Proposed conditions agreed

CAUTION: This email originated from outside of West Midlands Police. Do not click links or open attachments unless you are sure the content is safe.

Morning Mark,

I have spoken to my client and gone through your proposed conditions.
My client agrees for the below conditions to be included on the new Premises License.

If the premises is hired out or any promoted event with/by a third party the premises will notify West Midlands Police Central Licensing Team (by email) a minimum of 28 days prior to the event taking place unless West Midlands Police agree to a reduced notice period. This notification will be accompanied by a risk assessment tailored for that event. As well as the security plan the risk assessment will include the names, addresses and dates of birth of the person(s) hiring the room or promoter. It will also include the real names and stage names of any artist, DJ, band or performer. If West Midlands Police make any recommendations in relation to an event these will become conditions of the license for that event and West Midlands Police will have a veto of any event which is likely to impact on the licensing objectives.

The premises must supply an event planner of a full month's list of events in writing or email to the Birmingham Central Police Licensing Department at least 28 days in advance, for any event were licensable will take place. This event planner shall include, as a minimum Type of event, dates and times of all events. Name, address, date of birth of persons hiring the premises and / or promoter. Details of all DJs, live acts or other performers including stage names, full names, and date of birth. Details of where / if the events are being advertised and expected audience numbers. For short- notice events where it is impossible for the premises / organiser to have prior notification / knowledge of the event, the premises must inform West Midlands Police Licensing Department immediately as the venue is booked with the required details as above, no later than 4 days prior to the event. The venue will not take late bookings for birthday parties, weddings, christenings etc. If West Midlands Police make any recommendations in relation to an event these will become conditions of the license for that event and West Midlands Police will have a veto of any event which is likely to impact on the licensing objectives.

If for any reason the CCTV hard drive needs to be replaced the previous / old hard drive will be kept on site for a minimum of 31 days and made immediately available to any of the responsible authorities on request. The CCTV will be checked to ensure that it is working each week. The time of the check, the identity of the person carrying this out and the result of it will be recorded in the incident log.

A refusals log will be maintained at the premises. The DPS or nominated member of management will audit these logs weekly and sign to show this action has been completed. The log will be made immediately available to members of the responsible authorities on request.

Regards

Carl

