

BIRMINGHAM CITY COUNCIL

LICENSING SUB-COMMITTEE B

TUESDAY, 18 DECEMBER 2018 AT 09:30 HOURS
IN ELLEN PINSENT ROOM, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

Please note a short break will be taken approximately 90 minutes from the start of the meeting and a 30 minute break will be taken at 1300 hours.

A G E N D A

1 NOTICE OF RECORDING

Chairman to advise meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 DECLARATIONS OF INTERESTS

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

3 APOLOGIES AND NOTIFICATION OF NOMINEE MEMBERS

3 - 100

4 LICENSING ACT 2003 (TEMPORARY EVENT NOTICE) - ARCH 7, LOWER TRINITY STREET, BIRMINGHAM, B9 4AG

Report of the Acting Director of Regulation & Enforcement.
N.B. Application scheduled to be heard at 09:30am.

101 - 140

5 LICENSING ACT 2003 PREMISES LICENCE – GRANT PREMISES AT 134 SOHO HILL, HANDSWORTH, BIRMINGHAM, B19 1AF

Report of the Acting Director of Regulation and Enforcement.
N.B. Application scheduled to be heard at 11:00am.

6 OTHER URGENT BUSINESS

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

Report to:	Licensing Sub Committee B
Report of:	Acting Director of Regulation & Enforcement
Date of Meeting:	Tuesday 18th December 2018
Subject:	Licensing Act 2003 Temporary Event Notice
Premises:	Arch 7, Lower Trinity Street, Birmingham, B9 4AG
Ward affected:	Bordesley & Highgate
Contact Officer:	David Kennedy, Principal Licensing Officer 0121 303 9896 licensing@birmingham.gov.uk

1. Purpose of report:
To consider the objection to a Temporary Event Notice (TEN), which seeks to permit the sale of alcohol (for consumption both on and off the premises), the provision of regulated entertainment and the provision of late night refreshment on Monday 31 st December 2018 to Tuesday 1 st January 2019, to operate from 9.00pm until 11.00am.

2. Recommendation:
To consider the objection notice made by West Midlands Police.

3. Brief Summary of Report:
A Temporary Event Notice was received on 7 th December 2018 in respect of Arch 7, Lower Trinity Street, Birmingham, B9 4AG.
An objection notice has been received from West Midlands Police.

4. Compliance Issues:
When carrying out its licensing functions, a licensing authority must have regard to the Guidance issued by the Secretary of State under section 182 of the Licensing Act 2003.
4.1 Consistency with relevant Council Policies, Plans or Strategies:
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> <p>Mr Hitesh Chauhan submitted on 7th December 2018 a Temporary Event Notice in respect of Arch 7, Lower Trinity Street, Birmingham, B9 4AG.</p> <p>The Temporary Event Notice and supporting documents are attached at Appendix 1.</p> <p>An objection notice has been received from West Midlands Police, see Appendix 2.</p> <p>Site location plans are attached, see Appendix 3.</p> <p>Under the licensing system of TENs, no actual permission is required to carry out a licensable activity on a temporary basis. An applicant must merely give notice of his intentions to operate a licensable activity to the licensing authority.</p> <p>However, the police or local authority exercising environmental health functions may intervene to prevent such an event taking place or agree a modification of the proposed arrangements, and their intervention may in some cases result in the licensing authority imposing conditions on a TEN.</p> <p>Where a TEN is submitted, the licensing authority must consider the objection(s) at a hearing before a counter notice, or a notice including a statement of conditions can be issued.</p> <p>Conditions may only be applied if the TEN is in connection with licensable activities at licensed premises. It must be noted a Premises Licence is not currently in force for Arch 7, Lower Trinity Street, Birmingham, B9 4AG.</p> <p>When giving a TEN, consideration should be given to the following four licensing objectives:</p> <ol style="list-style-type: none"> 1. The prevention of crime and disorder 2. Public safety 3. The prevention of public nuisance; and 4. The protection of children from harm
<p>6. List of background documents:</p> <p>Temporary Event Notice and Supporting Documents, attached at Appendix 1 Objection Notice from West Midlands Police, attached at Appendix 2 Site location plans, Appendix 3</p>
<p>7. Options available</p> <p>To issue the TEN To issue a Counter Notice</p>



Birmingham City Council, Licensing Section, P.O. Box 17013, Birmingham. B6 9ES

Temporary Event Notice

Before completing this notice, please read the guidance notes at the end of the notice. If you are completing this notice by hand, please write legibly in block capitals. In all cases, ensure that your answers are inside the boxes and written in black ink or typed. Use additional sheets if necessary. You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname	CHAUHAN		
Forenames	HITESH		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname			
Forenames			
3. Your date of birth		Day	Month Year
4. Your place of birth			
5. National Insurance Number			
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)			
Post town		Postcode	
7. Other contact details			
Telephone numbers			
Daytime			
Evening (optional)			
Mobile (optional)			
Fax number (optional)			
E-Mail address (if available)			
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)			
Post town		Postcode	
9. Alternative contact details (if applicable)			
Telephone numbers:			
Daytime			
Evening (optional)			

BCC
REGULATION & ENFORCEMENT
LICENSING SECTION
DATE RECEIVED
07 DEC 2018

REF NO 9499/000063

INITIALS CAJ

Mobile (optional)	
Fax number (optional)	
E-Mail address (if available)	

2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or, if it has no address, give a detailed description (including the Ordnance Survey references) (Please read note 2)	
Arch 7 Lower Trinity Street B9 4AG	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
Enclosed Under Railway Arch	
Please describe the nature of the event below. (Please read note 5)	
Special NYE Event Risk Assessment with consultation with West Midlands Police Licensing and Environmental Health Licensing, under the advice of these authorities risk assessment may be amended.	

3. The licensable activities	
Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on). (Please read note 6)	
The sale by retail of alcohol	<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>
The provision of regulated entertainment	<input checked="" type="checkbox"/>
The provision of late night refreshment	<input checked="" type="checkbox"/>
Are you giving a late temporary event notice? (Please read note 7)	<input type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 8)	
31 st December 2018 – 1 st January 2019	

Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 9)		
21:00 – 04:00 04:00 – 11:00		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 10)		300
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please tick as appropriate). (Please read note 11)	On the premises only	<input type="checkbox"/>
	Off the premises only	<input type="checkbox"/>
	Both	<input checked="" type="checkbox"/>

<p>Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment. (please read note 12)</p> <p>N/A</p>

4. Personal licence holders (Please read note 13)		
Do you currently hold a valid personal licence? (Please tick)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	BIRMINGHAM	
Licence number	17092	
Date of issue	10/10/2015	
Date of expiry	N/A	
Any further relevant details		

5. Previous temporary event notices you have given (Please read note 14 and tick the boxes that apply to you)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If answering yes, please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year	33	

Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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6. Associates and business colleagues (Please read note 15 and tick the boxes that apply to you)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year.		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

7. Checklist (Please read note 16)	
I have: (Please tick the appropriate boxes)	
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated	<input checked="" type="checkbox"/>
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, sent at least one copy of this notice to each additional licensing authority	<input checked="" type="checkbox"/>
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	<input checked="" type="checkbox"/>
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions	<input checked="" type="checkbox"/>
Made or enclosed payment of the fee for the application	<input type="checkbox"/>
Signed the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 17)

It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 18)

The information contained in this form is correct to the best of my knowledge and belief.
I understand that it is an offence:
(i) to knowingly or recklessly make a false statement in or in connection with this temporary event notice and that a person is liable on summary conviction for such an offence to a fine not exceeding level 5 on the standard scale; and
(ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on summary conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.

Signature	
Date	07.12.2018
Name of Person signing	HITESH CHAUHAN

For completion by the licensing authority

10. Acknowledgement (Please read note 19)

I acknowledge receipt of this temporary event notice.

Signature	On behalf of the licensing authority
Date	11/12/18
Name of Officer signing	

NOTES

General

In these notes, a person who gives a temporary event notice is called a "premises user".

The police and local authority exercising environmental health functions may intervene on the grounds of any of the four licensing objectives (the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm) to prevent the occurrence of an event at which permitted temporary activities are to take place or to agree a modification of the arrangements for such an event. However, the licensing authority will intervene of its own volition in the cases described below.

First, it will issue a counter notice if there is an objection to a late temporary event notice (see note 7 below).

Secondly, it may issue a notice in relation to its decision to impose conditions on a temporary event notice (see note 2 below).

Thirdly, it will issue a counter notice if the first, second, third and fifth of the limits set out below would be exceeded. If any of the limits below are breached or if a counter notice has been issued, any licensable activities taking place would be unauthorised and the premises user would be liable to prosecution. The limitations apply to:

- the number of times a person may give a temporary event notice (50 times per year)

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 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, 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: .
Dj	Name: .
Dj	Name: .
	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.

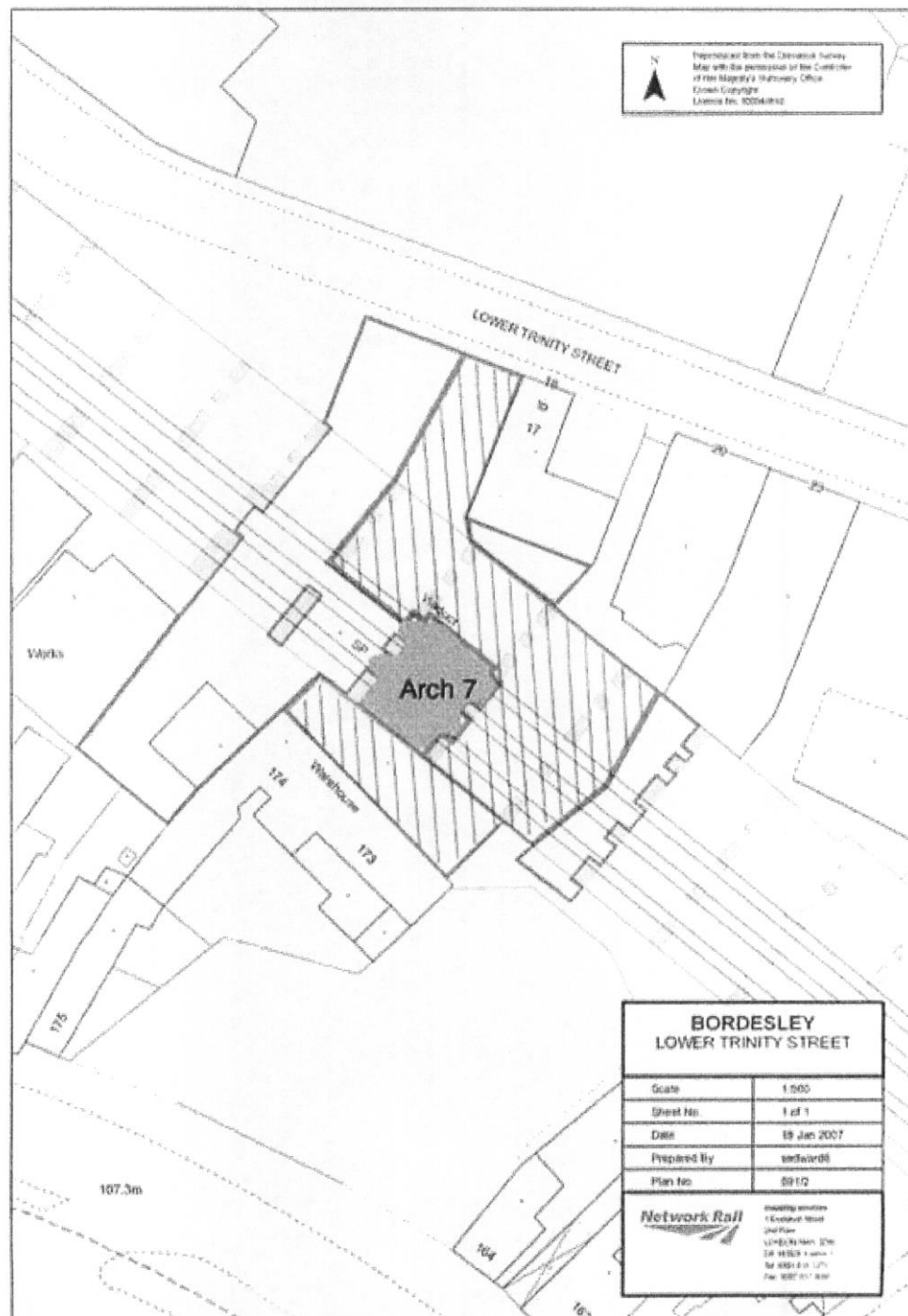
8. ADVICE

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
EVENTS 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



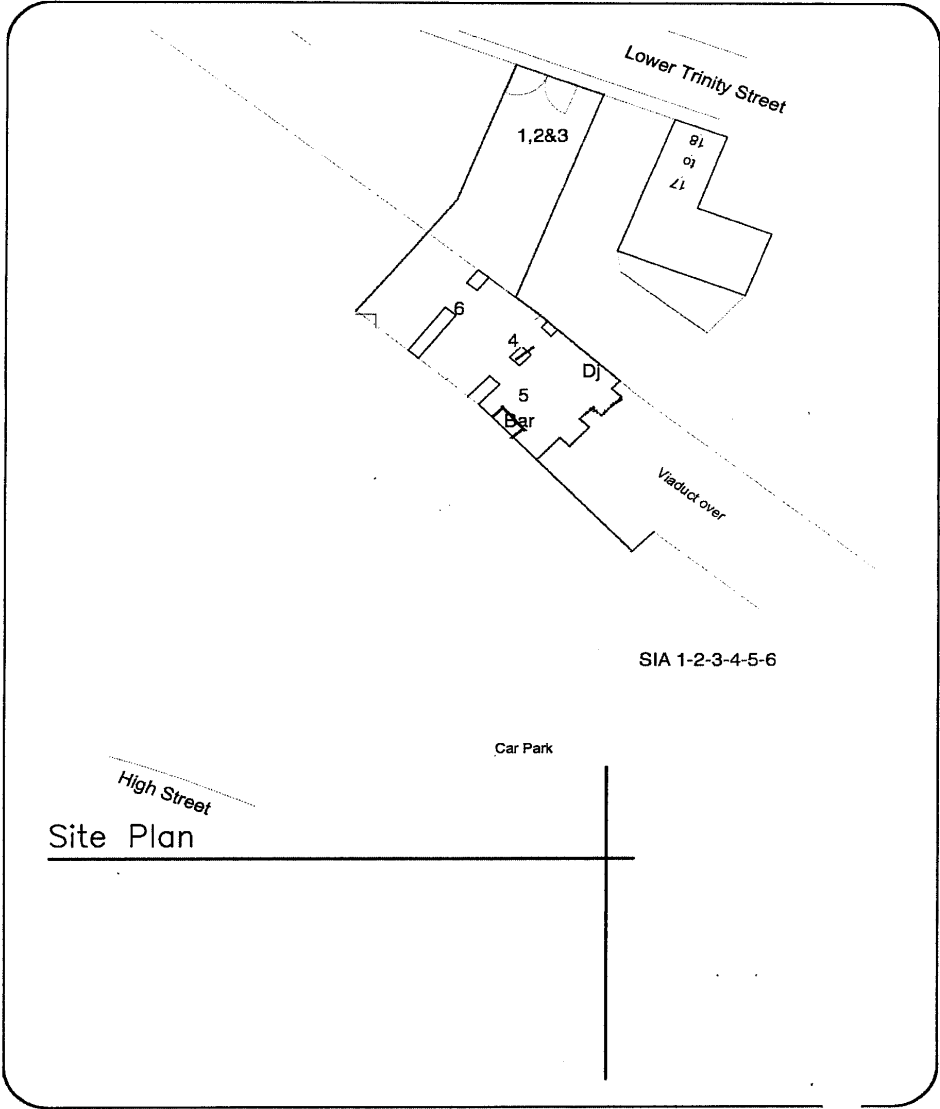
11. FIRE RISK ASSESSMENT FOR USAGE OF AREAS

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 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. 		

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 EVENT'S RISK
ASSESSMENT OR OUTCOMES RESULTING FROM SAME**

From: bw licensing
Sent: 12 December 2018 10:42
To: 'Billy Chauhan'; Licensing; bw licensing; Pollution Team
Subject: RE: TEN Application

Licensing,

WMP have looked through this TEN application and the attached RA for this event.

We are aware of the applicant submitting a RA for a NYE event at Monastery, which is located next to Arch 7 and there is access between the two venues.

There does not appear to be a clear differentiation between events. Online adverts and ticket sales are for an event at VOID that includes fire breathers and stilt walkers, it is not clear where this will actually take place.

The RA supplied is very basic and does not adequately allow WMP to fully understand what this event will be. WMP also have concerns around the fire risk assessment which does not indicate the size of venue, size of doors available and gives no indication on how the public safety objective can be met

The event has extended hours, meaning that patrons could potentially attend events lasting thirteen and a half hours.

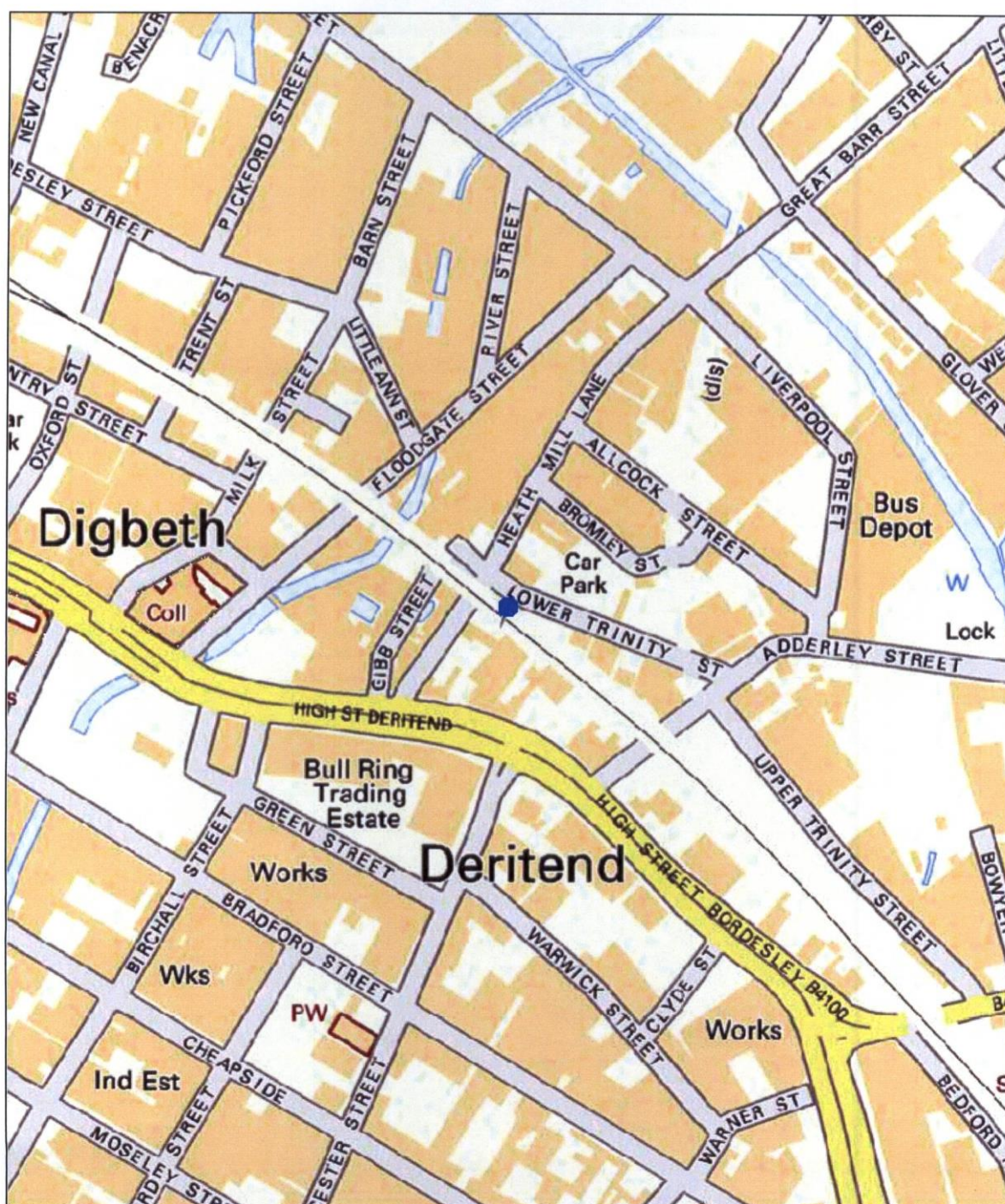
There is a proposed thirty minute closure planned for 04:00 although there is no detail about how this will be managed. There is no detail around re-entry, tickets or management of people who may have already been drinking for 7 hours. This could lead to issues around crime and disorder with people being refused entry to an event that they have already been inside. This may also lead to public safety issues at a vulnerable time of the morning.

WMP formally object to this TEN

Thank you

Ben

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



Birmingham City Council

Map Created By:

Notes

Date of Map Creation: 12/12/2018



Scale:

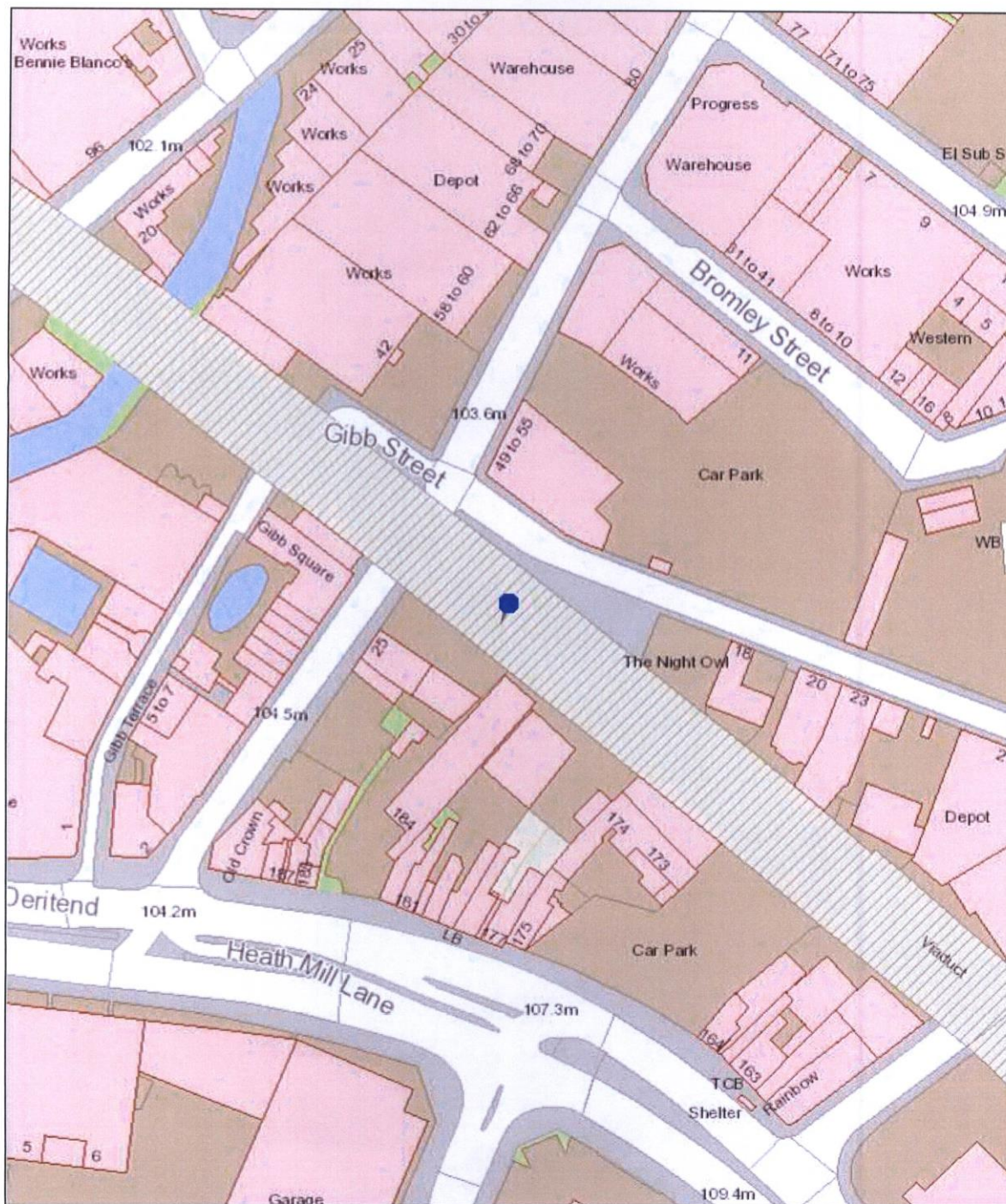
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Birmingham City Council Map Created By:

Notes

Date of Map Creation: 12/12/2018



Scale:
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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 I

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>
-----------------------------	---

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>
-----------------------------	---

2. PERSONNEL

HOLDER OF PREMISES LICENCE	TENS Application Hitesh Chauhan
APPLICANT	Hitesh Chauhan

CONTRACTORS INVOLVED

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

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.

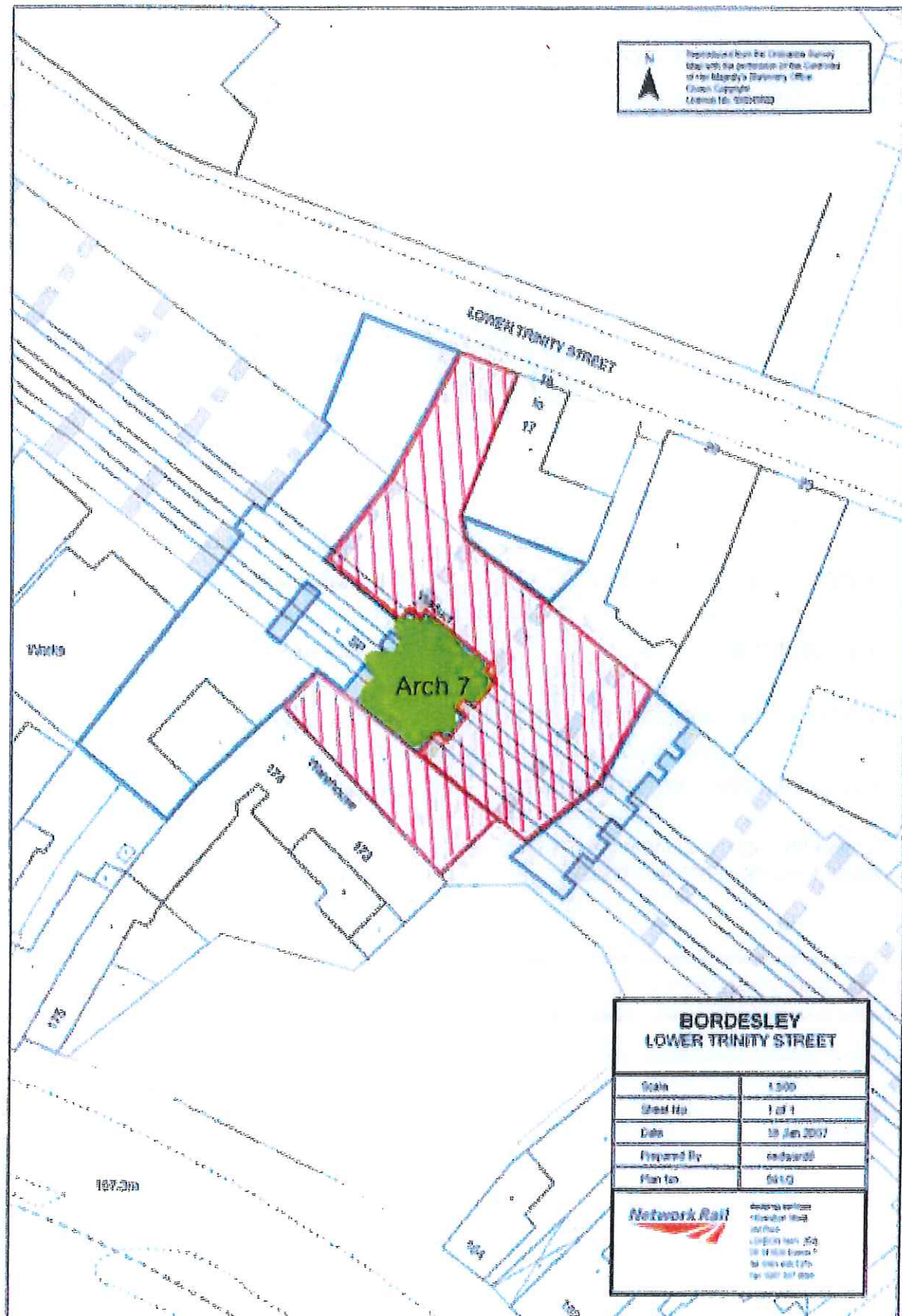
8. ADVICE

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
EVENTS 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



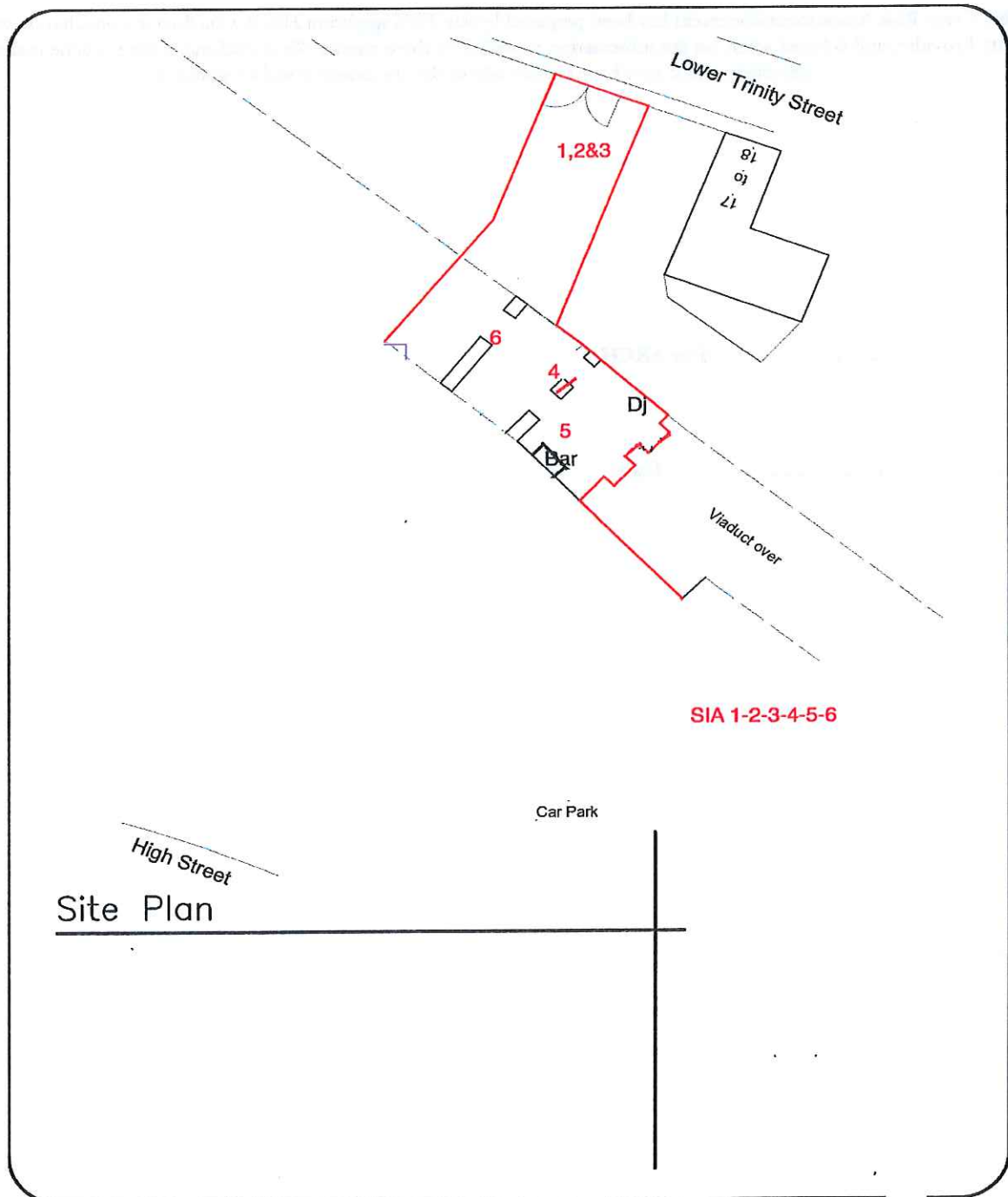
11. FIRE RISK ASSESSMENT FOR USAGE OF AREAS

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
---------------------------	---------------------------------------

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

<p>DRUGS POLICY</p>	<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>
<p>DPS AREA OF RESPONSIBILITY</p>	<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.

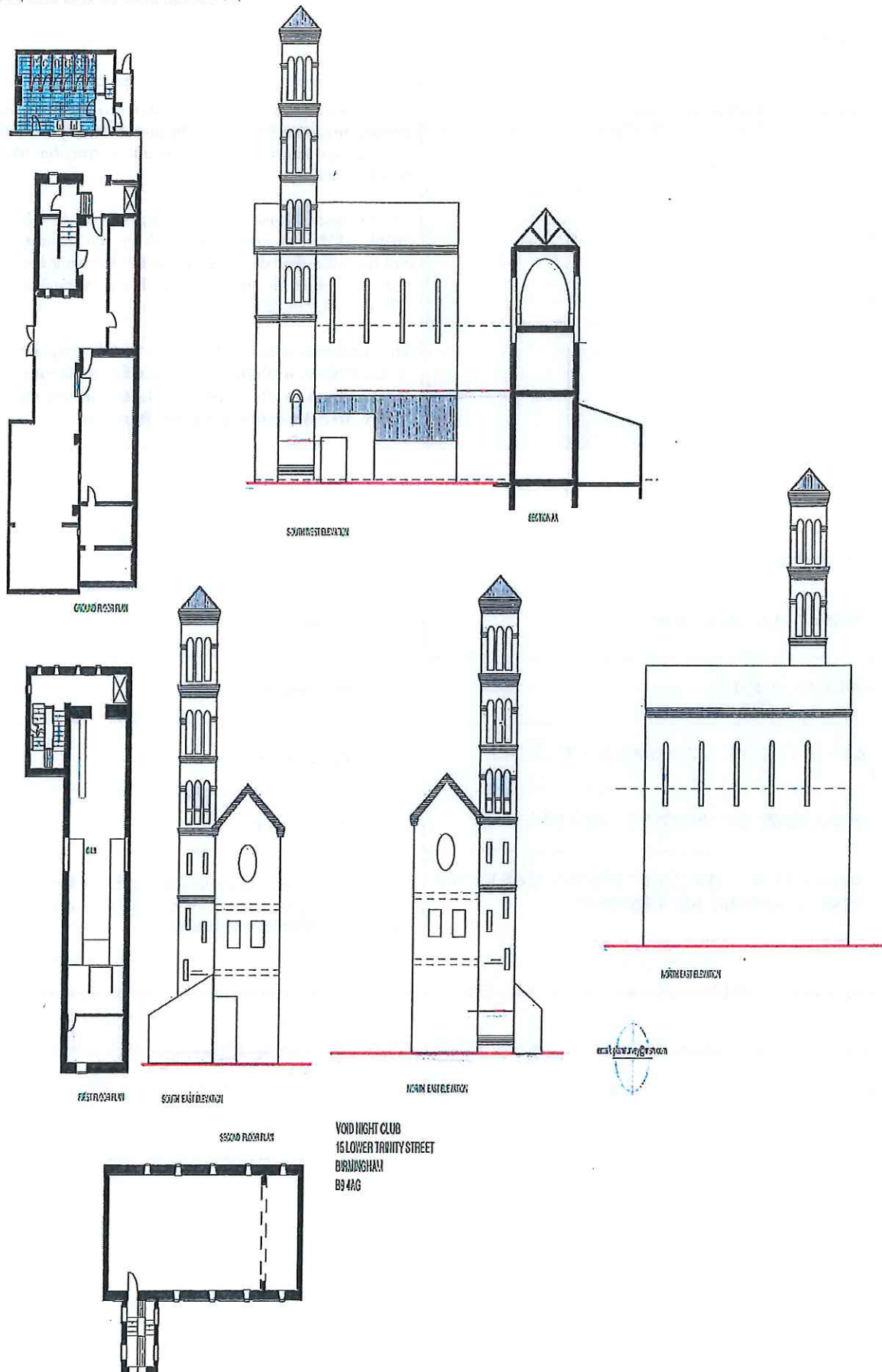
8. ADVICE

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
----------------------------	--

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

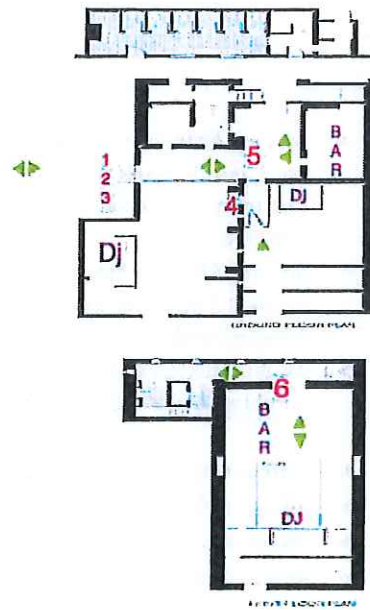
FIRE RISK ASSESSMENT	<ul style="list-style-type: none"> Updated October 2018 								
TRAINING	<ul style="list-style-type: none"> Fire Marshall Training done and records kept 								
USAGE	<ul style="list-style-type: none"> Between the hours from 10pm-5am ground floor, ground floor smoking, ground floor 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.
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. 								
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



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>)	<u>SOL</u>
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

From: bw licensing ·
Sent: 17 December 2018 09:57
To: Licensing
Subject: FW: TEN - Arch 7, Lower Trinity Street, Birmingham, B9 4AG - Decision Notice
Attachments: Arch 7 - Final Decision - 27.11.18.pdf

Importance: High

Email 1 of 3

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

Preventing crime, protecting the public and helping those in need



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.

From: bw licensing
Sent: 17 December 2018 09:57
To: Licensing
Subject: FW: MONASTERY NYE RA
Attachments: 2018 NYE Monastery RA - Tens.doc

Email 2 of 3

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

Preventing crime, protecting the public and helping those in need

From: bw licensing
Sent: 05 December 2018 12:52
To: Billy Chauhan
Cc: Martin Key; Paul R Samms
Subject: FW: MONASTERY NYE RA

Afternoon,

Having assessed the risk assessment there are several areas of concerns which the police have found however we will re-assess this when the Ten is submitted.

However, can we please reiterate the conditions set out on your licence granted by Birmingham City council number 4584 –

- The application was modified by the licensing committee in June 2016.
- Supply of Alcohol and regulated entertainment: The hours for the supply of alcohol and provision of regulated entertainment shall apply as follows: Sunday to Thursday : 10:00 hours to 02:00 hours Friday & Saturday: 10:00 hours to 05:00.
- Late night refreshment: The hours for the provision of late night refreshment shall apply as follows: Sunday to Thursday: 23:00 hours to 02:00 hours Friday & Saturday: 23:00 hours to 05:00 hours Non Standard Hours in respect of Statutory Bank Holidays and New Year's Eve: 23:00 hours to 05:00 hours
- Opening hours: The premises to remain open to the public as follows: Sunday to Thursday: 10:00 hours to 02:00 hours Friday & Saturday: 10:00 hours to 05:00 hours Non Standard Hours in respect of Statutory Bank Holidays and New Year's Eve: 10:00 hours to 05:00 hours
- Area of the Premises Covered under the Licence: The licensed premises will be restricted to the First Floor within the Plan submitted with the premises application. The Ground floor and Second floor as set out within the submitted application WILL NOT be used for any licensable activities.
- Other conditions if offered or agreed by applicant: The condition agreed with Environmental Health of Birmingham City Council prior to the hearing is amended as follows: The First floor area will not be used for Regulated Entertainment until such time as adequate mitigation measures are undertaken to a standard agreed by Birmingham City Council Environmental Health so as not to cause a public nuisance.

In your risk assessment you state, the DPS is responsible for ensuring that the conditions on the licence are adhered too. Also, "conditions to be satisfied are in the following documents" and this includes the premises licence for Monastery.

If this is the case then the applicant for the Ten will be in breach of the licence immediately due to the hours they are requesting and the use of the second and ground floor. We are also not aware of any adequate mitigation measures have been undertaken to a standard agreed by Birmingham City Council Environmental Health so as not to cause a public nuisance.

Regards

PC 1978 Walker
Birmingham Police Central Licensing Team
Birmingham Partnerships
Lloyd House
Federation Health & Safety Lead.

From: Billy Chauhan
Sent: 03 December 2018 22:59
To: bw licensing;
Subject: MONASTERY NYE RA

Dear All,

Please find attached Risk Assessment for NYE event at the Monastery further TENs will be applied for this event, therefore any concerns you may have in regards to this Risk Assessment/ conditions on premises licence etc, we would hope we could resolved before TENs is applied.

Kind Regards

Billy

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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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</p> <p>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: 6
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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 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 & 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
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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.

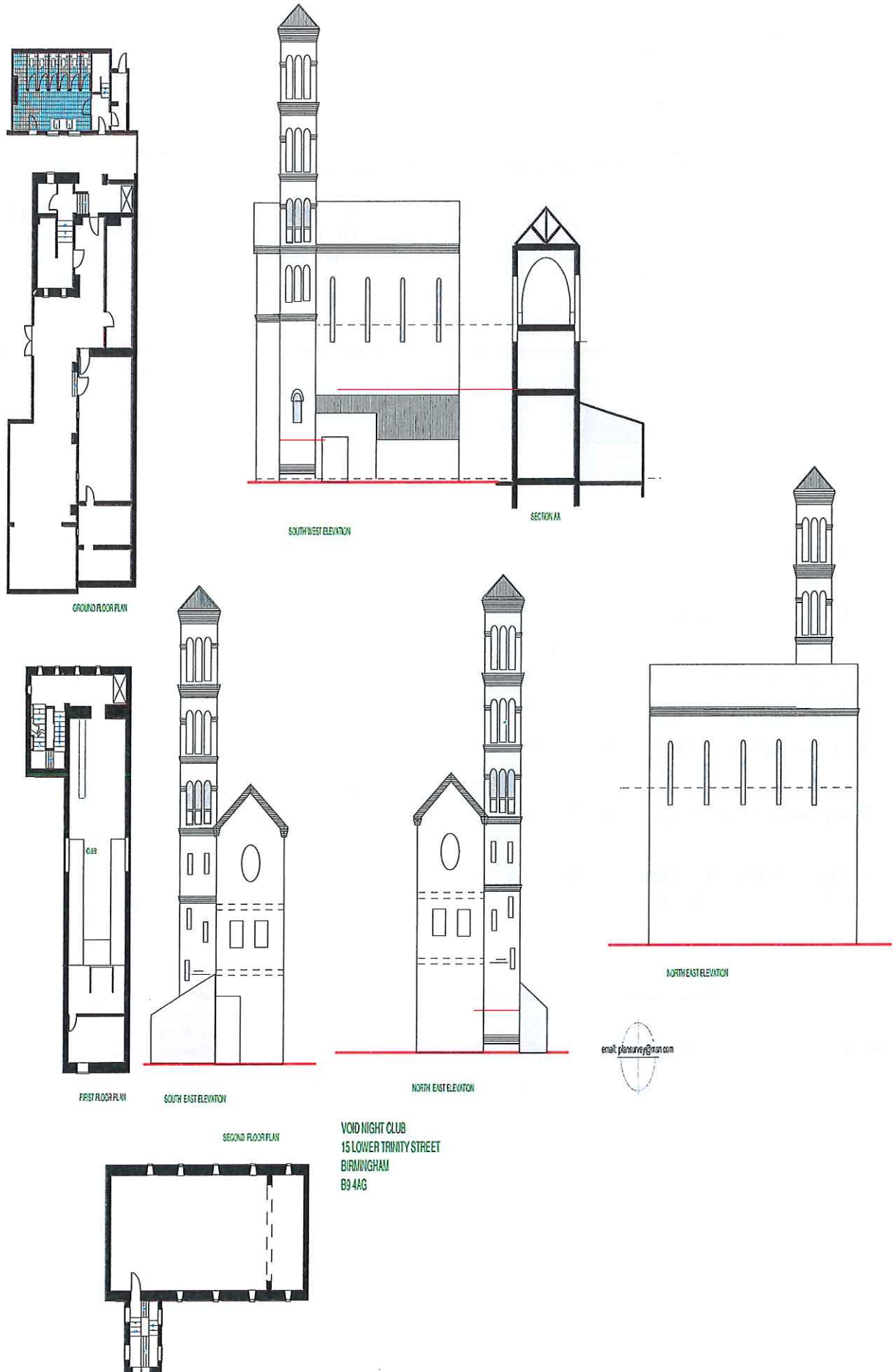
8. ADVICE

<p>ADVICE GIVEN TO DPS</p>	<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
-----------------------------------	--

9. CONDITIONS

<p>PREMISES LICENCE</p>	<p>To be fully adhered to</p>
<p>DRUGS POLICY</p>	<p>To be fully adhered to</p>
<p>EVENT'S RISK ASSESSMENT REPORT</p>	<p>To be fully adhered to</p>
<p>FIRE RISK ASSESSMENT REPORT</p>	<p>To be fully adhered to</p>
<p>VARIATIONS OF CONDITIONS IN EVENT RISK ASSESSMENT REPORT</p>	<p>Any variation regarding the conditions in the Event Risk Assessment report will only be changed after consultation with the DPS, and STRAND (2015) LTD</p>
<p>ORGANISERS/PROMOTERS TO NOTE</p>	<p>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.</p>

10. MONASTERY PLANS



11. FIRE RISK ASSESSMENT FOR USAGE OF AREAS

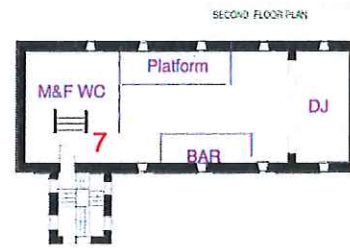
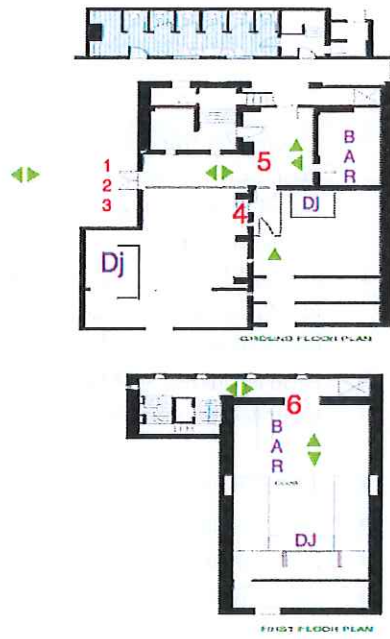
FIRE RISK ASSESSMENT	<ul style="list-style-type: none"> Updated October 2018 								
TRAINING	<ul style="list-style-type: none"> Fire Marshall Training done and records kept 								
USAGE	<ul style="list-style-type: none"> Between the hours from 10pm-5am ground floor, ground floor smoking, ground floor 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. 								

ROOM OCCUPANCY	<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.
GROUND FLOOR CLOSURE	<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 EVENTS RISK ASSESSMENT OR OUTCOMES RESULTING FROM SAME**

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

Email 3 of 3

Licensing,

This is the 3rd email relating to Arch 7 prior to the hearing on Wednesday

Thank you

Ben

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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👍 Like

➦ Share

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Posts



Monastery Digbeth shared VOID Digbeth's post.

16 hrs · 🌐



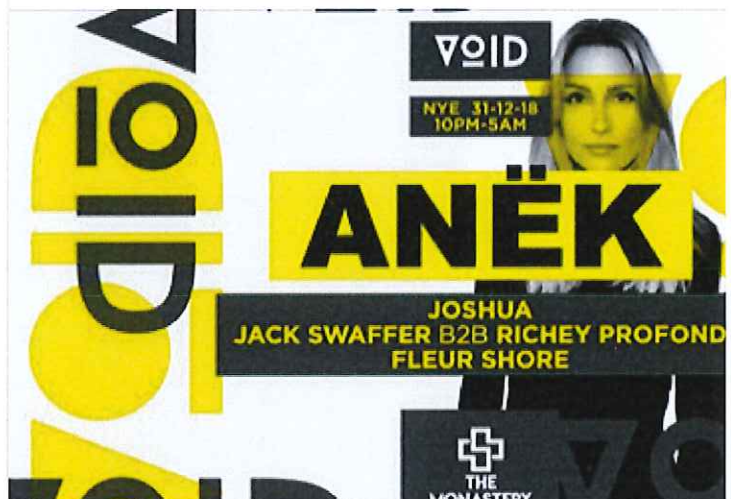
VOID Digbeth shared an event.

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 transf with loads of free giveaways on the ni...

[See more](#)



MON, 31 DEC AT 22:00 UTC

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

👍 Like

💬 Comment



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

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	Licensing Sub Committee B
Report of:	Acting Director of Regulation & Enforcement
Date of Meeting:	Tuesday 18th December 2018
Subject:	Licensing Act 2003 Premises Licence – Grant
Premises:	Premises at 134 Soho Hill, Handsworth, Birmingham, B19 1AF
Ward affected:	Lozells
Contact Officer:	David Kennedy, Principal Licensing Officer, 0121 303 9896, licensing@birmingham.gov.uk

1. Purpose of report:
<p>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 off the premises) to operate from 00:00midnight until 11:59pm (Monday to Sunday).</p> <p>Premises to remain open from 00:00midnight until 11:59pm (Monday to Sunday). Due to the nature of the application the public will not have access to the premises.</p>

2. Recommendation:
<p>To consider the representations that have been made and to determine the application.</p>

3. Brief Summary of Report:
<p>An application for a Premises Licence was received on 24th October 2018, in respect of 134 Soho Hill, Handsworth, Birmingham, B19 1AF.</p> <p>Representations have been received from West Midlands Police and Birmingham City Council Licensing Enforcement as responsible authorities.</p>

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:

Andrago-Levi Tenno Smith applied on 24th October 2018 for the grant of a Premises Licence for 134 Soho Hill, Handsworth, Birmingham, B19 1AF.

Representations have been received from West Midlands Police and Birmingham City Council Licensing Enforcement as responsible authorities, see Appendices 1 – 2.

The application is attached at Appendix 3.

Site Location Plans at Appendix 4.

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:-

- 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:

Copies of the representations as detailed in Appendices 1- 2
Application Form, Appendix 3
Site Location Plans, Appendix 4

7. Options available

To Grant the licence in accordance with the application.

To Reject the application.

To Grant the licence subject to conditions modified to such an extent as considered appropriate.

Exclude from the licence any of the licensable activities to which the application relates.

Refuse to specify a person in the licence as the premises supervisor.

From: bw licensing
Sent: 19 November 2018 09:31
To: Licensing
Cc:

Subject: FW: Grant Application - 134 Soho Hill, B19 1AF
Attachments: APP.pdf; PLAN.pdf; PLAN2.pdf

Licensing,

West Midlands Police wish to formally make representation to the grant of this licence as we believe that the all licensing objectives will not be promoted due to the way the licence holders proposes to have deliveries made.

West Midlands Police therefore request that this licence is not granted.

Regards

Deano

PC 1978 Deano Walker
Birmingham Police Central Licensing Team
Birmingham Partnerships
Lloyd House
Federation Health & Safety Lead.

From: Christina McCullough
Sent: 23 November 2018 10:58
To: Licensing
Cc:
Subject: Grant Application - 134 Soho Hill, Birmingham, B19 1AF

To Whom It May Concern,

Licensing Enforcement wish to formally make representation to the grant of the Premises Licence. It is not felt that the application promotes the four licensing objectives.

Protection of children from harm

The applicant has not provided evidence that a satisfactory policy will be in place for either the business or the delivery agents that will facilitate the delivery service.

The prevention of public nuisance

I am informed that the applicant intends to offer a delivery service between the hours of 09.00 – 04.00 hours and that the deliveries will be despatched from the rear of the premises on Hamstead Road. This is a residential road with houses opposite the entrance/exit.

Public Safety

None of the proposals from the operating schedule are relevant, the majority relates to health and safety of employees.

The prevention of crime and disorder

There is insufficient evidence to show how the applicant, including his delivery agents, will promote this objective.

It is with the above in mind that Birmingham City Council Licensing Enforcement wish to object to the grant of the Premises Licence in the proposed format.

Christina McCullough
Licensing Enforcement Officer

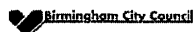
Birmingham City Council,
Licensing Section,
P.O. Box 17013,
Birmingham,
B6 9ES

www.birmingham.gov.uk/licensing

Twitter: @BCCLicensing

For information on Birmingham Licensed premises including licensed hours, activities and conditions go to
<http://publicregister.birmingham.gov.uk>

Locally accountable and responsive fair regulation for all - achieving a safe, healthy, clean, green and fair trading city for residents, business and visitors.



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 This is the unique reference for this application generated by the system.

Your reference 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?

☐ Yes ☒ 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

* 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:

☒ Applying as a business or organisation, including as a sole trader

☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant 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.

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 waffleganger & co</p> <p>Details</p> <p>Registered number (where applicable) 10565205</p> <p>Description of applicant (for example partnership, company, unincorporated association etc)</p>

Continued from previous page...

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

/ /
dd mm yyyy

* Nationality

British

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 layout of the premises comprises of one singular room with a toilet in the rear and a basement below

alcohol will only be able to be purchased Online . No one will be able to purchase alcohol from the premises which will stop any loitering and The main causes of injuries are:
falls from height;alcohol will be kept in the cellar and will not be stacked on shelves

Continued from previous page...

slips and trips; flooring will be cleaned and checked hourly to ensure no liquids or items will be of danger to staff. Clear pathways will be made in the cellar to collect alcohol for delivery to keep the cellar tidy and checked hourly to ensure its always clear of any obstacles and debris.
manual handling; mandatory training will be provided to all staff on how to lift the products correctly to ensure no injury's and that they are working safely in the working environment . PREMISES IS AN A1 USE

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

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

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Continued from previous page...

Will you be providing recorded music?

☐ Yes

☒ No

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

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ 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 00:00

End 23:59

Start 00:00

End 23:59

SATURDAY

Start 00:00

End 23:59

Start 00:00

End 23:59

SUNDAY

Start 00:00

End 23:59

Start 00:00

End 23:59

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.

NONE

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.

NONE

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

Name

First name

ANDRAGO-LEVI TENNO

Family name

SMITH

Date of birth

/ /
dd mm yyyy

Continued from previous page...

Enter the contact's address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>
Personal Licence number (if known)	<input type="text"/>
Issuing licensing authority (if known)	<input type="text"/>

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'.

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.

NOT APPLICABLE

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

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...

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

State any seasonal variations

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

NO SEASONAL VARIATIONS

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.

NO NON STANDARD TIMINGS

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)

Continued from previous page...

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

Operating Schedule providing the hours of operation and licensable activities during those hours.

- Designated premises supervisor confirmed it is obligated to be in day-to-day control of the premises, to provide good training for staff on the Licensing Act (Training Record), to make or authorize each sale
- CCTV system installed with recording option available

As a licensed premises we know that it is necessary to carry out our functions or operate their businesses with a purpose of promoting these objectives. We promise to support these objectives through their operating schedules and other measures (including staff training and qualifications, policies, and strategic partnerships with other agencies).

I will promote these four licensing objectives by upholding high standards in all aspects of the business. Ensuring no rules are broken and that the staff and consumers are always protected. I believe it is extremely important that alcohol is handled in a responsible and safe manner and the abusing of the product is something we will not stand for. We want to specialise in high quality products which are not easily available to the consumer and we will ensure that this is done in a safe and satisfactory manner

b) The prevention of crime and disorder

A clear and legible notice outside the premises indicating the normal hours under the terms of the premises licence during which licensable activities are permitted.

Clear and conspicuous notices warning of potential criminal activity, such as theft, that may target customers will be displayed.

No selling of alcohol to drunk or intoxicated customers.

Custom will not be sought by means of personal solicitation outside or in the vicinity of the premises.

Prevention and vigilance in illegal drug use at the retail unit area.

NO ALCOHOL WILL BE SOLD TO THE PUBLIC ON SITE /PREMISES IT IS ONLY AVAILABLE FOR SALE ONLINE. No one will be able to purchase alcohol from the premises which will stop any loitering and disruptions to the public.

c) Public safety

Internal and external lighting fixed to promote the public safety objective.

Well trained staff adherence to environmental health requirements.

Training and implementation of underage ID checks.

A log book or recording system shall be kept upon the premises in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises license that requires the recording of such information. The log book shall be kept available for inspection when required by persons authorised by the Licensing Act 2003 or associated legislation.

All parts of the premises and all fittings and apparatus therein, door fastenings and notices, lighting, heating, electrical, air condition, sanitary accommodation and other installations, will be maintained at all times in good order and in a safe condition.

NO ALCOHOL WILL BE SOLD TO THE PUBLIC ON SITE /PREMISES IT IS ONLY AVAILABLE FOR SALE ONLINE .No one will be able to purchase alcohol from the premises which will stop any loitering .

The main causes of injuries are:Falls from height:Alcohol will be kept in the basement and will be stored on shelves

Slips and trips;Flooring will be cleaned and checked daily by employees to ensure no liquids or items will be of danger to staff. Clear pathways will be made in the cellar to collect alcohol for delivery to keep the cellar tidy and checked hourly to ensure its always clear of any obstacles and debris.

Manual handling; mandatory training will be provided to all staff on how to lift the products correctly to ensure no injury's and that they are working safely in the working environment .

d) The prevention of public nuisance

Noise reduction measures to address the public nuisance objective.

Prominent, clear and legible notices will be displayed at the entrance NO ALCOHOL WILL BE SOLD TO THE PUBLIC ON SITE / PREMISES IT IS ONLY AVAILABLE FOR SALE ONLINE

Deliveries of goods necessary for the operation of the business will be carried out at such a time or in such a manner as to

Continued from previous page...

not disturb any residents in the local area

NO ALCOHOL WILL BE SOLD TO THE PUBLIC ON SITE /PREMISES IT IS ONLY AVAILABLE ONLINE

e) The protection of children from harm

Ensuring alcohol is not sold to children is our up-most concern and we will do whatever is asked of us to ensure this does not happen. The measure we are going to put in place to ensure the safety of children is as follows;
For all orders made Online the customer will have to tick a box Online to say they are of legal drinking age which is over the age of 18. On delivery the courier service will check anyone who is over 18 but looks under 25 Photographic ID upon delivery! acceptable ID are as follows (a card bearing the PASS hologram, a photographic driving license or a passport) on receipt of delivery of alcohol.

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 by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

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 **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **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.
- 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.

Continued from previous page...

- 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 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, 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.

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.

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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.

Continued from previous page...

- 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.

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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 (£)

100.00

DECLARATION

1

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).

1 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

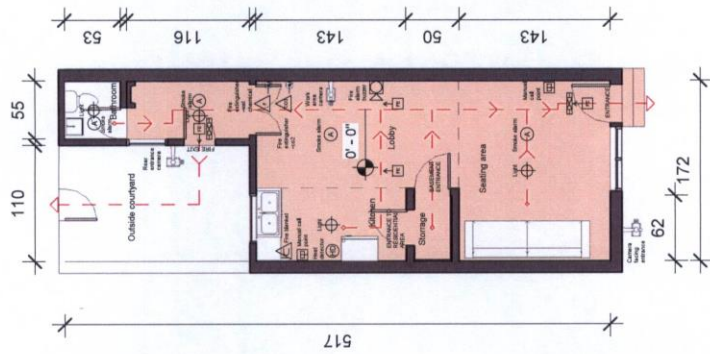
Once you're finished you need to do the following:

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

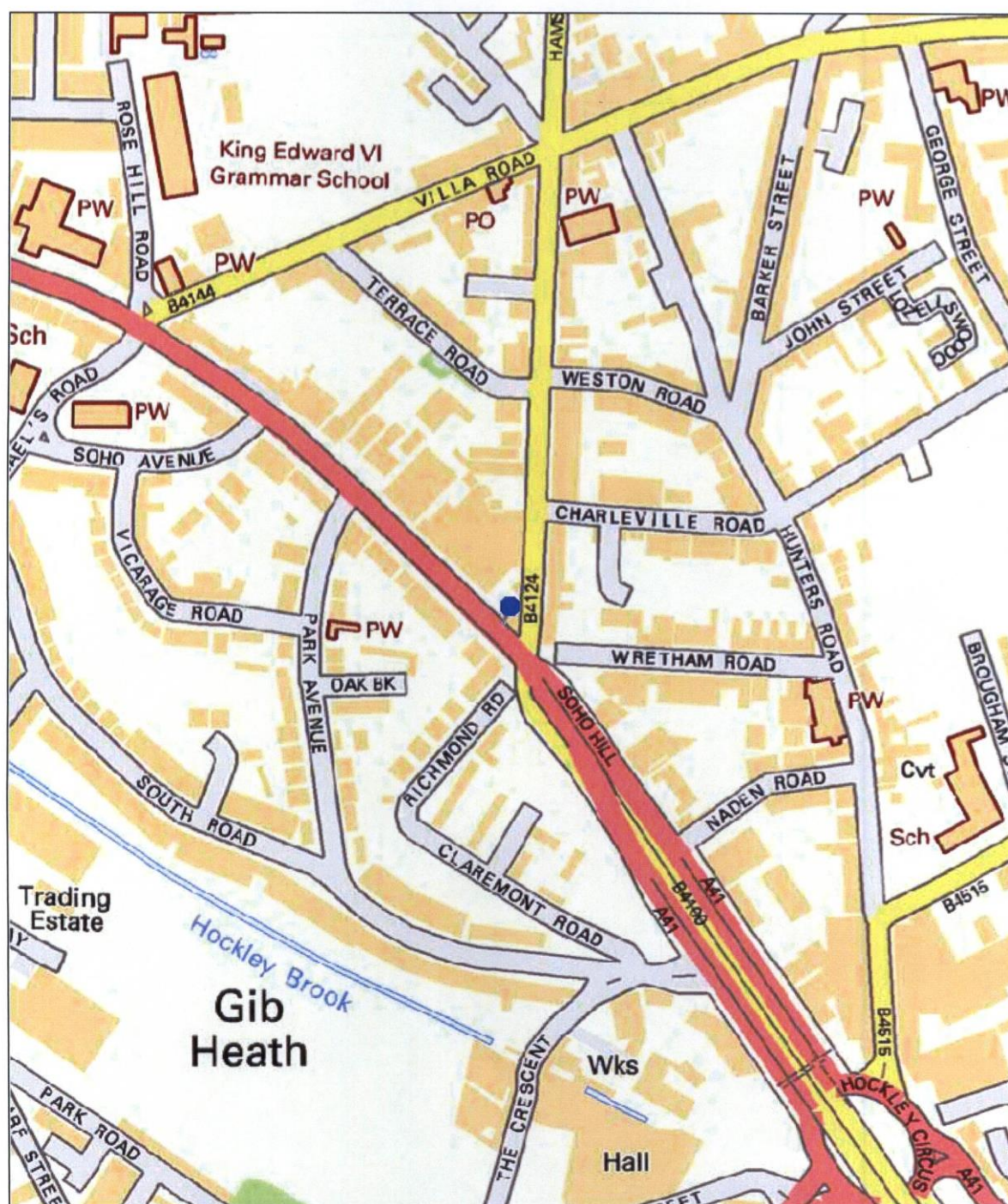


1 Groundfloor
1 : 100

DRAWING SYMBOL KEYS

- FIRE BLANKET
- HEAT DETECTOR
- FIRE EXTINGUISHER
- FIRE ALARM
- FIRE ALARM BELL
- CCTV
- LICENSED AREA
- FIRE EXIT SIGN
- EMERGENCY LIGHT
- LIGHT
- FIRE EXIT DOOR
- MANUAL CALL POINT

Owner	134 Soho hill Birmingham B19 1AF
Groundfloor	
Project Number	001
Date	2018-10-22
Drawn By	Dejan Spasovic AVStudioBeograd
Checked By	Mario Raicic AVStudioBeograd
Area	A101
Note	As indicated



Birmingham City Council Map Created By:

Date of Map Creation: 06/12/2018

Notes

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Scale:
1:4,000



Date of Map Creation: 06/12/2018

Scale:
1:1,250

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Evidence for the
Licensing Hearing for
134 Soho Hill

RESTRICTED DOCUMENT



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Deano Walker

From: [REDACTED]
Sent: 29 November 2018 02:05
To: [REDACTED]
Cc: [REDACTED]
Subject: 134 soho / delivery procedures

Hi

As requested i have provided a step by step guide in how the sales of alcohol will be executed.

Uber eats/Deliveroo

1. Order is made through the uber eats app. → [REDACTED]
 2. When a customer orders a item which is an age restricted item such as alcohol they are asked to confirm if the legal drinking age 18 above and that I.D will be requested on delivery.
 3. The order will be paid for through debit card or credit card. NO CASH orders accepted → [REDACTED]
 4. The funds are credited to uberEats/Deliveroo accounts and then credited to the restaurants Bank account on a weekly basis.
[REDACTED]
- The order will be paid for through debit card or credit card. NO CASH orders accepted [REDACTED]
5. If the order the driver is picking up contains alcohol, the app will prompt you to check for ID, enter the recipient's date of birth, and collect a signature. This process is the result of legal and regulatory requirements, not independent instructions or guidance by Uber.

PRO TIP: It is important that you follow all of the prompts in the app, so be sure to keep your phone on you during the delivery.

As a reminder, delivery partners are required to follow all applicable laws and regulations in the city you are delivering, including road safety laws and alcohol laws.

Here are three top PRO TIPS to follow when delivering alcohol:

1) KEEP YOUR PHONE CLOSE

The app will tell you whenever your order involves alcohol and will prompt you with instructions. You'll also need your phone in hand to enter in the recipient's date of birth and collect a signature before you can complete the delivery.

2) CHECK IDS

It is against the law to deliver alcohol to anyone who is under the legal age of alcohol consumption.

Before you hand over the alcohol order, ask for an ID and look for the recipient's birthdate to confirm that he/she is of legal age.

Acceptable IDs include:

- Proof-of-age card
- Passport
- Armed forces identification card

3) USE YOUR JUDGEMENT

If you don't trust what you see, we trust you! If you think someone has shown you a fake ID, is already noticeably intoxicated, or is planning on serving alcohol to those under the legal age; it is your legal responsibility to refuse the delivery.

Politely tell the recipient that you are unable to deliver the order and then follow the instructions in the app to return the alcohol to the location you picked it from. You will receive the fare for the full distance travelled to delivery the order and the return trip to the restaurant.

If you have any additional questions, or run into any issues with an alcohol delivery, please reach out to the Uber support team at anytime.

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

Deano Walker

From: [REDACTED]
Sent: 16 November 2018 14:08
To: [REDACTED]
Cc: [REDACTED]
Subject: 134 Soho hill

Hi,

I have been in communication with my licensing solicitor and we have come up with a few amendments to the conditions put into place by you . We feel these will address any issues of concern you may have

- Briefing any staff employed by the company or 3rd party delivery partners on collection of alcohol about I.D Checks and that the recipients I.D must be the same as the one who placed the order. And to refuse delivery if I.D requirements are not met and if the recipient is intoxicated.
- Drinking safely leaflets will be attached to every delivery to inform the recipient of drinking safely and the effects of alcohol abuse.
- Staff employed by the company who are involved in the sales or delivery of alcohol will receive training regarding the licensing act and their personal responsibility to be signed by the trainer and trainee. This documented training to be made immediately available to any of the responsible on request. No one to work at the premises, take orders or deliver alcohol without this training with the exception of personal licence holders and 6 monthly refresher training, in respect of their responsibilities under the Licensing Act 2003. This training will be for all staff employed by the company involved in either the sales or delivery of alcohol .
- Staff employed by the company involved in the delivery of alcohol will wear a 'body cam' when delivering. CCTV from the delivery drivers' personal cameras will be downloadable. Images & recordings will be held for a minimum of 28 days and be made instantly available to any of the responsible authorities on request.
- Registration numbers of vehicles used for the delivery of alcohol by staff employed by the company will be document and held on the premises. All drivers will sign on and off duty with the registration number of the vehicle used. This documentation to be made available to any of the responsible authorities on request.

kind regards

- The Premises Licence holder will ensure that Members of the public will not be permitted on the premises at all times.
- The Premises Licence Holder will ensure that internal and external CCTV shall be installed and maintained on the premises. CCTV to be operational at all times, all images shall be retained for 31 days and downloadable on request from any Responsible Authority.
- The Designated Premises Supervisor shall ensure that all staff employed by the company involved in the sale and delivery of alcohol will have fully recorded and documented training including
- The Premises Licence Holder will ensure that all business transactions will be by Internet or telephone pre-ordering, prior to delivery from the site to the delivery address.
- The Premises Licence Holder shall ensure that a Challenge 25 policy shall be upheld at all times. No alcohol will be delivered to recipients who fail to produce legitimate proof of identification.
- Telephone operators will remind customers of the challenge 25 policy when taking orders.
- Drinking safely leaflets will be attached to every delivery to inform the recipient of drinking safely and the effects of alcohol abuse.
- Staff employed by the company who are involved in the sales or delivery of alcohol will receive training regarding the licensing act and their personal responsibly to be signed by the trainer and trainee. This documented training to be made immediately available to any of the responsible on request. This training will be for all staff employed by the company involved in either the sales or delivery of alcohol.
- Staff employed by the company involved in the delivery of alcohol will wear a 'body cam' when delivering. CCTV from the delivery drivers' personal cameras will be downloadable. Images & recordings will be held for a minimum of 28 days and be made instantly available to any of the responsible authorities on request.
- Registration numbers of vehicles used for the delivery of alcohol by staff employed by the company will be document and held on the premises. All drivers employed by the company will sign on and off duty with the registration number of the vehicle used. This documentation to be made available to any of the responsible authorities on request.
- There will be no 'spare' stock kept in the delivery vehicles. The only stock in the vehicles at any time will be stock that has been pre-ordered and is on the way to be delivered. The driver will have appropriate paperwork for all stock in the vehicle showing delivery address and itemised stock being delivered
- All payments will be made over the phone or Internet at time of order. Drivers will not accept payment on delivery.
- The Premises Licence Holder shall ensure that Challenge 25 signage will be displayed on company website and promotional /sales literature.

- Deliveries will only be made direct to the person that paid on ordering and this has to be confirmed by the customer producing identification with name either photo ID or debit card that was used to pay.

Search partner help

FOR PARTNERS
SIGNING UP

What are the steps to sign up?

Signing up to drive with Uber is easy. You'll get started by sharing some info about yourself and the vehicle you'd like to drive on the Uber platform. The best way to sign up is to download the driver app. You can also sign up at partners.uber.com.

DOWNLOAD THE UBER DRIVER APP >

We'll need to review your:

- driver's license number
- vehicle registration
- additional info and documents for a driver screening in your city

Once we've checked and approved your required documents, you gain full access to the app and can go online to receive ride requests and start earning.

SIGN UP TO DRIVE >

SIGN IN TO GET HELP

Prior Approval Notification**2018/08771/PA****Prior Approval for a change of use from retail (Use
Class A1) to restaurant (Use Class A3)****at****134 Soho Hill, Handsworth, Birmingham, B19 1AF**

If you do have any comments, please tell us by **04 December 2018** as a decision will be made after this date.

Please note that comments received after this date will not be taken into account.

To make comments:

Email - planning.comments@birmingham.gov.uk - this is the fastest and simplest way to make comments.

Write - Send a letter to PO Box 28, Birmingham B1 1TU ensuring you quote the reference above.

IMPORTANT NOTE

The Council do not hold a copy of the detailed drawings for this type of prior approval notification.

Due to the law, comments made about any application ,must be made available for public viewing.



[Home](#) | [Planning & Development](#) | [Planning Applications](#) |
Dates Page for Planning Application - 2018/08771/PA
[Planning Online](#)

Site Address 134 Soho Hill Handsworth Birmingham B19 1AF

Dates

Received	24-10-2018
Registered	06-11-2018
Valid From	30-10-2018
Public Consultation Period Ends	29-11-2018
Statutory Expiry Date	24-12-2018

Decision Expiry

Other Information Available for Planning Application - 2018/08771/PA

[Return to Main Details](#)

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Area Team P & D - North West Team

Applicant Mr Andrago-Levi Tenno Smith

Ward Lozells

Constituency Perry Barr

Appeal Submitted? No

Appeal Decision

Appeal Date Lodged

Appeal Decision Date

Other Information Available for Planning Application - 2018/08771/PA

Application Dates

View Site Plan

Consultees Details

View Associated Documents

(Please use your browser back button to return to this page after clicking this link)

10



Home | Planning & Development | Planning Applications |

Details Page for Planning Application - 2018/08771/PA

Planning Online

Site Address 134 Soho Hill Handsworth Birmingham B19 1AF

Application Progress Summary

Application Registered 06-11-2018 [Submit Comments Here](#)

The Town and County Planning Act 1990 states that all comments made must be made available to view by the public.

Council's Decision

Application Details

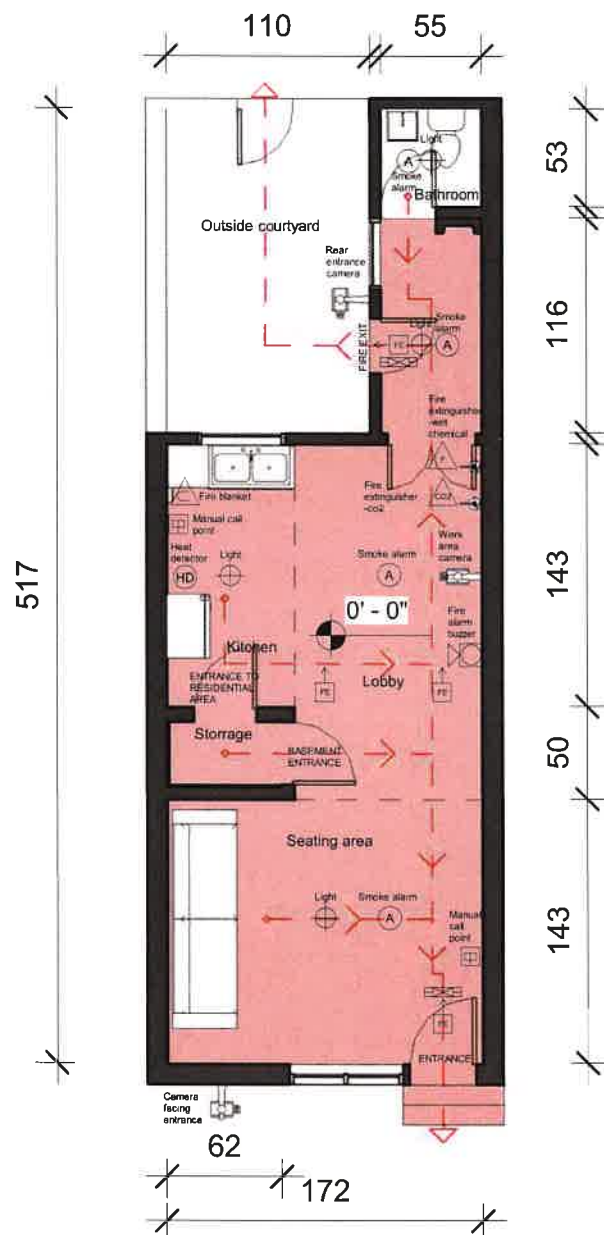
Application Number	2018/08771/PA
Application Type	Permitted Development Changes After May 2013
Site Address	134 Soho Hill Handsworth Birmingham B19 1AF
Proposal	Prior Approval for a change of use from retail (Use Class A1) to restaurant (Use Class A3)
Planning Officer	Philip Whittaker

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1

Groundfloor

1 : 100



DRAWING

SYMBOL KEYS

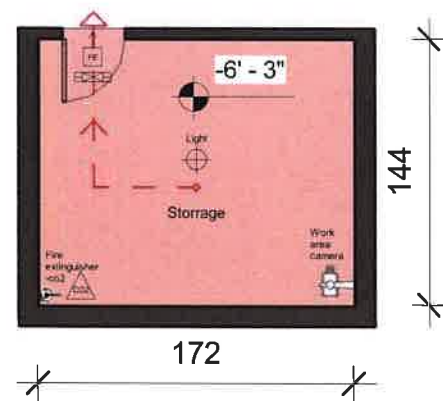
- FIRE BLANKET
- HEAT DETECTOR
- FIRE EXTINGUISHER-FOAM
- FIRE EXTINGUISHER-CO2
- SMOKE ALARM
- FIRE ALARM BUZZER
- CCTV
- LICENCED AREA
- FIRE EXIT SIGNAL DIRECTION
- EMERGENCY LIGHT
- LIGHT
- FIRE EXIT ROUTE
- MANUAL CALL POINT

B

Owner	
134 Soho hill Birmingham B19 1AF	
Groundfloor	
Project number	001
Date	2018-10-22
Drawn by	Dejan Spasojevic
	AVStudioBeograd
Checked by	Mario Raicic
	AVStudioBeograd
A101	
Scale	As indicated

2

Basement
1 : 100



DRAWING
SYMBOL KEYS

- FIRE BLANKET
HEAT DETECTOR
FIRE EXTINGUISHER-FOAM
FIRE EXTINGUISHER-CO2
SMOKE ALARM
FIRE ALARM BUZZER
CCTV
LICENCED AREA
FIRE EXIT SIGNAL DIRECTION
EMERGENCY LIGHT
LIGHT
FIRE EXIT ROUTE
MANUAL CALL POINT

14

Owner
134 Soho hill Birmingham B19 1AF
Basement
Project number001
Date2018-10-22
Drawn byDejan Spasojevic
Checked byMario Raicic
A102
ScaleAs indicated