
From: Emma Holmes <emma@woodswhur.co.uk>
Sent: 09 May 2018 14:54
To: Licensing; '
Cc: Paddy Whur
Subject: RE: Licensing Act 2003 - (Grant) The Mill, 29 Lower Trinity Street, Digbeth, B9 4AG
Attachments: Schedule of documents in support of the application-EH20180509144925149.pdf;
1- Schedule of Conditions-EH20180509144151764.pdf; 11 - The Mill Venue - Noise
Risk Assessment-EH2018050914490944.pdf

Please find attached the following:

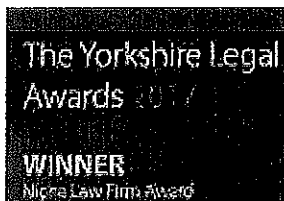
1. Amended schedule of documents
2. Schedule of Conditions
3. The Mill Venue - Noise Risk Assessment (additional document)

These are the final two documents that we intend to reply upon. We understand that the Responsible Authorities will be withdrawing their representations on the basis of these agreements.

Kind regards,

Emma Holmes
Woods Whur 2014 Limited
Tel: +44 (0)113 234 3055

emma@woodswhur.co.uk
Woods Whur 2014 Limited, Devonshire House, 38 York Place, Leeds LS1 2ED.



From: Emma Holmes <emma@woodswhur.co.uk>
Sent: 09 May 2018 10:16
To: Licensing; Martin Key; Jane Dunsford; a.rohomon@west-midlands.pnn.police.uk
Cc: Paul R Samms; bw_licensing@west-midlands.pnn.police.uk; Paddy Whur
Subject: The Mill, 29 Lower Trinity Street, Digbeth, Birmingham, B9 4AG Licensing Sub-Committee Hearing: 9:30am Monday 14 May 2018

Dear all,

There has been a mistake on our correspondence in relation to the above application. Our client is happy for alcohol sales to finish 30 minutes before regulated entertainment and not 30 minutes after as we mistakenly said.

I would be obliged if you would acknowledge receipt of my email.

Thank you,

Emma Holmes
Woods Whur 2014 Limited
Tel: +44 (0)113 234 3055

emma@woodswhur.co.uk
Woods Whur 2014 Limited, Devonshire House, 38 York Place, Leeds LS1 2ED.

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From: Emma Holmes <emma@woodswhur.co.uk>
Sent: 08 May 2018 15:30
To: Paul R Samms; a.rohomon@west-midlands.pnn.police.uk; Martin Key; Jane Dunsford
Cc: Licensing; bw_licensing@west-midlands.pnn.police.uk; Paddy Whur
Subject: The Mill, 29 Lower Trinity Street, Digbeth, Birmingham, B9 4AG Licensing Sub-Committee Hearing: 9:30am Monday 14 May 2018
Attachments: Letter to Police and EHO-EH2018050815225186.pdf; Schedule of documents in support of the application-EH20180508151209926.pdf; 2 - Premises Licence for The Assembly-EH2018050815111829.pdf; 3 - Premises Licence for The Tramshed-EH2018050815111843.pdf; 4 - Premises Licence for The Plug-EH2018050815111859.pdf; 5 - Premises Licence for Warehouse-EH2018050815111872.pdf; 6 - Premises Licence for The Arena-EH2018050815111886.pdf; 7 - Premises Licence for Air Car Park-EH2018050815111901.pdf; 8 - The Mill - sample month event calendar-EH2018050815111918.pdf; 9 - J Hus Operating Schedule-EH2018050815111930.pdf; 10 - MJR Group - Company Profile-EH2018050815111941.pdf

Importance: High

Dear all,

Please find attached letter and enclosures in readiness for the above hearing listed on Monday 14 May 2018.

Please note that tab 1 schedule of conditions is to follow but we can confirm that Environmental Health, Police and Licensing Authority conditions are accepted.

I would be obliged if you would acknowledge receipt.

Regards,

Emma Holmes
Woods Whur 2014 Limited
Tel: +44 (0)113 234 3055

emma@woodswhur.co.uk
Woods Whur 2014 Limited, Devonshire House, 38 York Place, Leeds LS1 2ED.

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Tel: 0113 234 3055

All correspondence should be sent to our Leeds office

By Email

Our ref PW/EH/MJR001-1-6/3683

Your ref

08 May 2018

Dear Sirs

The Mill, 29 Lower Trinity Street, Digbeth, Birmingham, B9 4AG
Licensing Sub Committee Hearing: 9:30am on Monday 14 May 2018

Please find the evidence in which we intend to reply at the licensing hearing on Monday 14 May 2018:

1. Schedule of conditions - to follow
2. Premises Licence for The Assembly And Zephyr Lounge, Spencer Street, Leamington Spa, Warwickshire, CV31 3NF
3. Premises Licence for The Tramshed, Pendyris Street, Grangetown, Cardiff, CF11 6QP
4. Premises Licence for The Plug, 14-16 Matilda Street, Sheffield, S1 4QB
5. Premises Licence for Warehouse, 19-21 Somers Street, Leeds, LS1 2RG
6. Premises Licence for The Arena, 18-19 Hack Street, Birmingham, B9 4AH
7. Premises Licence for Air Car Park, Car Park adjacent to 49 Heathmill Lane, Digbeth, Birmingham, B9 4AE
8. The Mill sample month event calendar
9. J Hus operating schedule
10. MJR Group Company Profile

Please note that all conditions that have been suggested by the authorities are accepted in principle.

There may be a need to just tidy up the licence, should it be granted.

We hope that having had an event at the Arena, and the negotiations that have been on going in the run up to that event that you are now satisfied that MJR as a company are the kind of operator that you would like at The Mill.

In those circumstances, we would be grateful for you to reconsider your position in relation to the hours and, with the additional conditions attached to the premises licence as requested, accept that this Applicant and application would promote the licensing objectives.

If this is the case, we could perhaps work to agreeing conditions to neaten the position.

We look forward to hearing from you.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'Woods Whur', written in a cursive style.

Woods Whur

Schedule of documents in support of the application

The Mill, 29 Lower Trinity Street, Digbeth, Birmingham, B9 4AG

1. Schedule of conditions
2. Premises Licence for The Assembly And Zephyr Lounge, Spencer Street, Leamington Spa, Warwickshire, CV31 3NF
3. Premises Licence for The Tramshed, Pendyris Street, Grangetown, Cardiff, CF11 6QP
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7. Premises Licence for Air Car Park, Car Park adjacent to 49 Heathmill Lane, Digbeth, Birmingham, B9 4AE
8. The Mill - sample month event calendar
9. J Hus operating schedule
10. MJR Group Company Profile
11. The Mill Venue - Noise Risk Assessment

Schedule of Conditions - to be agreed

The Mill, 29 Lower Trinity Street, Digbeth, Birmingham, B9 4AG

Agreed amendments to licensable activities

- Live Music to cease at 23.00 (7 days a week)
- Recorded music to cease at 00.00 midnight (Sun-Wed)
- Recorded music to cease at 03.00 (Thurs - Sat and Sun before Bank Holiday)
- Alcohol sales to cease 30 minutes before such hours

Agreed conditions from Environmental Health

1. The premises licence holder shall supply a full calendar of events in writing to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department. The list shall be sent a full month in advance or such other period as agreed with West Midlands Police.
2. If a new promoter is used for any event at the premises, then Premises Licence holder and DPS will meet with West Midlands Police Birmingham Licensing Department at least 28 days before the event (or a lesser period if agreed by West Midlands Police Birmingham Licensing Department) , with risk assessments for the event.
3. If the premises are used for any new event the Premises licence holder/DPS must provide an event notification and risk assessment to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department at least 28 days before the event (or an lesser period if agreed by both West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department). West Midlands Police retain the power to veto any new event.
4. Written recommendations resulting from 2 and 3 above shall become conditions for any such event, and if that event is repeated then for any such repeat. Conditions specifically associated to any event will be displayed at the entrance to the venue.
5. If the premises is used for any event which involves licensable activity under codes C & D (Indoor sporting event and boxing), then irrespective of whether this is a repeat event, the premises licence holder/DPS shall provide a separate risk assessment/medical assessment and event manual to West Midlands Police Birmingham Licensing Department no later than 28 days before the event, and any recommendations requested by West Midlands Police Licensing Department

will become conditions of the operation for the event and shall be displayed at the entrance to the venue.

6. If the premises is used for an event that involves another premises/location (whether licensed or not), the premises licence holder/DPS shall provide written notification to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department at least 28 days before the event.
7. In respect of conditions 2 and 3, where the events are corporate functions between the hours of 10.00 and 00.00, the 28 day period referred to in those conditions shall be varied to 10 days.
8. If the premises are used as per condition 5 then the premises licence holder must call a Safety Advisory Group (SAG) meeting. (A SAG meeting must include invites to all responsible authorities, highways, traffic management, and or any other party deemed relevant for that event).
9. Written conditions set by the SAG group referred to in condition 8 shall become operating conditions for the use of the premises for that event. Conditions specifically associated to any event shall be displayed at the entrance to the venue.
10. The premises shall have an approved documented dispersal policy (approval needed in writing from West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department), which shall be implemented for dispersal at all times the premises is open for licensable activity.
11. Any additional measures deemed necessary from a debrief following an event shall be incorporated into the dispersal policy. The document must be approved by West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health department.
12. All external windows and doors (other than as necessary for safe and effective access and egress) shall be closed whenever licensed activity is undertaken at the premises.
13. The applicant shall supply a written noise risk assessment and noise management plan to Birmingham City Council Environmental Health Department for approval prior to any event taking place and/or being advertised which addresses the specific noise impacts and controls relevant for the event. The noise management plan shall outline the measures to be adopted to reduce the noise impact of activities associated with the premises including music, deliveries, recycling and refuse collections, smoking areas, and customers. The noise risk assessment and management plan shall address the area to be used by each event as well as the cumulative impact of all events being held at the premises simultaneously. The risk assessment and noise

management plan shall be reviewed and a revised risk assessment and noise management plan shall be submitted to Birmingham City Council Environmental Health Department for approval before any event takes place where the review identifies that the noise impact or necessary operational controls for the event need to be revised from the approved risk assessment and noise management plan. All operational controls and management actions required by the approved noise management plan shall be instigated at all times

14. If a noise monitoring report is required (as a result of either failure of the noise management plan to prevent noise nuisance or findings from a noise risk assessment) monitoring shall be undertaken by an acoustic consultant using subjective (consultations perception of the noise) and objective methods (noise monitoring using a Sound Level Meter) at local noise sensitive residential premises and all results documented. The monitoring locations and methodology shall be agreed with Birmingham City Council Environmental Health department before monitoring is undertaken.
15. Any Noise limiting Devices (NLD's) that are installed to meet the requirements of the licence they shall be of a type approved by the Birmingham City Council Environmental Health Department and shall be fitted to the amplification system and set at a level approved by the Birmingham City Council Environmental Health Department, to ensure the volume of music is pre-set so as not to cause a noise nuisance to the occupiers of nearby buildings. The installation of the NLD shall be notified to the Environmental Protection Unit at least 14 days before its' initial operation and shall fulfil the following criteria:
 - a) The device shall be fitted in an approved position by a competent person and once fitted shall not be moved from the approved position unless prior approval is given
 - b) The device shall be capable of cutting off the mains power to the amplification system if the volume exceeds the pre-set level determined by the Environmental Protection Unit or shall be capable of maintaining the volume of the music at the pre-set level determined by the Environmental Protection Unit and shall not restore power to the sound system until the NLD is reset by the licensee or their nominated person.
 - c) The amplification system shall only be operated through the sockets/power points linked to and controlled by the NLD at all times.
 - d) The NLD shall be maintained in full working order and at the approved pre-set volume whilst the amplification system is operational.
 - e) Any damage or malfunction to the NLD shall be reported to the Environmental Protection Unit as soon as possible and within 24 working hours of the damage occurring or malfunction being noted. The NLD shall not be used in this damaged or malfunctioning state until approval has been given by the Environmental Protection Unit.
16. There shall be no speakers used for amplified music, speech or sound outside the building as delineated by the red line on the attached plans of the licensed area between the hours of 22.00

and 10.00. Any speakers used for amplified music, speech or sound outside the building as delineated by the red line on the attached plans of the licensed area between the hours of 10.00 and 22.00 shall be for background use only and not for regulated entertainment.

17. The Premises Licence Holder shall ensure notices are displayed at all entrances and exits of the premises advising customers to have respect for the nearby residents and keep noise levels to a minimum as they depart.
18. The premises licence holder shall ensure that events held at the premises are not promoted by the use of illegal fly-posting or unauthorised advertisements attached to street furniture.
19. The premises licence holder shall ensure that agreements/contracts with promoters for the use of their premises or for events to be held at their premises prohibit the use of illegal fly-posting and/or advertisements attached to street furniture, and shall take all steps reasonable to enforce such agreement/contract terms. The Premises License Holder shall maintain a register of individuals and companies contracted with for such activities for inspection by any Responsible Authority on request.
20. The premises licence holder shall take all reasonable precautions and exercise all due diligence to ensure that no person/company promoting or providing entertainment on the premises, nor any person acting on behalf of any promoters, shall display in an unlawful manner advertisements promoting the entertainment or the premises, in particular:
 - a) no display of advertisements should take place on street furniture;
 - b) no display of advertisements should take place on premises or structures placed on, over, in or adjacent to the highway, unless the licensee has first obtained the written consent of the owner of the premises or structure. Such consent shall be shown to a responsible authority on request.
21. The premises licence holder shall remove any unlawful advertisements at any location of events to be held or have been held at their premises where they become aware of them or they are advised by Birmingham City Council, its agent(s) or West Midlands Police of an illegal advertisement being displayed. Such removal shall take place within 48 hrs of receiving the said notice.

Police agreed conditions

(where recommended police conditions replicate those in the Environmental Health representation, they are accepted)

The following additional conditions suggested by the Police are also accepted:

- door staff – the number of door staff deployed for each event will be assessed through a written risk assessment for that event.
- – where door staff are used the premises will retain a profile for each door supervisor. The profile is to contain proof of id (passport/driving licence) and proof of address dated in the last 3 months (utility bill/ bank statement or other official document). No proof of address is needed if the proof of id is a photo driving licence.
- – door staff will sign on duty at the start of the shift and off duty when they leave
- – all door staff will be assigned a numbered high visibility jacket which will be signed off against their full name. The number will be displayed on the back so as to be visible for cctv purposes.
- – all door staff will wear a high visibility jacket/waist coat where ever they are deployed.
- the SIA badge will be displayed on a clear sleeve on the arm of the door supervisor
- – Incident book as per condition 9 on the application
- – training records as per condition 10 on the application
- – the premises will have a documented drugs policy which will deal with searching (and methods of searching)confiscation, storage, disposal.
- – the premises will have a documented lost and found policy.
- – all policies and procedures will be accessible to all responsible authorities when requested
- – the entrance area and any subsequent queuing area will be sufficiently lit (excluding local authority lighting) and covered by CCTV

Public Safety –

- – the fire risk assessment will be made available to any responsible authority immediately on request
- – the fire risk assessment will have a documented capacity figure (if any individual room then per room and then full capacity)
- -Where the event is one where there is additional furniture or change of layout or anything that is not included in the original risk assessment a separate fire risk assessment would be completed to include new capacity figures.

- any use of pyrotechnics must be included within the relevant fire risk assessment and shared with West Midlands Fire authority if requested

Condition 20 to be changed to challenge 21.

Licensing Authority agreed conditions

All suggestions are accepted and incorporated in the above conditions.

Premises Licensing

Licence Register Details

Licence For : The Assembly And Zephyr Lounge, Spencer Street, Leamington Spa, Warwickshire, CV31 3NF

Existing DPS License holder Christopher Beetham

New DPS Licence Holder : Lewis James Collier

Licence Date : 07/02/2018

Operating Schedules

Sale of Alcohol for Consumption On or Off the Premises

Sale Of Alcohol for Consumption On and Off the Premises

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

No off-sales after 23:00 hrs

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Supply of Alcohol

Mandatory conditions

1. No supply of alcohol may be made under this licence:

A) At a time when there is no designated premises supervisor in respect of it, or

B) At a time when the designated premise supervisor does not hold a personal licence or his personal licence is suspended.

2. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

- (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
- (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

- (a) a holographic mark, or

(b) an ultraviolet feature.

6. The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

7. Any individual carrying out security activities at the premises must be licensed by the Security Industry Authority

8. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made

A. By the British Board of Film Classification (BBFC) where the film has been classified by that board, or

B. By the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20(3) (b) of the Licensing Act 2003 applies to the film.

The Licensee shall comply with such provisions of the Cinematograph (Safety) Regulations 1955 as restrict the use of the premises.

9. 1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is

less than the permitted price.

2) For the purposes of the condition set out in paragraph 1—

(a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) "permitted price" is the price found by applying the formula— .

$$P=D + (D \times V)$$

where—

(i) P is the permitted price,

(ii) D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

3) Where the permitted price given by Paragraph (b) of paragraph 2

would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4) (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Plays

Plays (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: Between the hours of 08:00 and 23:00, when plays are taking place to an audience of less than 500 people all licensing conditions applicable to the control of plays on this licence are deemed not to be in operation.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Films

Films (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Indoor sporting events

Indoor Sporting Events

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: Between the hours of 08:00 and 23:00, when Indoor sporting events are taking place to an audience of less than 1000 people all licensing conditions applicable to the control of Indoor sporting events on this licence are deemed not to be in operation.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The

Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Boxing or Wrestling

Boxing or Wrestling (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: A contest, exhibition or display of Greco-Roman or freestyle wrestling is deregulated if taking place between the hours of 08:00 and 23:00 and to an audience of 1000 people or less.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Live Music

Live Music (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: Between the hours of 08:00 and 23:00, when amplified live music is taking place to an audience of less than 500 people and the premises is licensed for the sale of alcohol for consumption on the premises; or when unamplified live music is taking place to any number people on any premises, all licensing conditions applicable to the control of live music on this licence are deemed not to be in operation.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Recorded Music

Recorded Music (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: Between the hours of 08:00 and 23:00, when recorded music is taking place to an audience of less than 500 people and the premises is licensed for the sale of alcohol for consumption on the premises, all licensing conditions applicable to the control of recorded music

on this licence are deemed not to be in operation.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day. An additional hour to the standard and non standard times on the day when British Summertime commences.

Performance of Dance

Performance of Dance (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

NOTE: Between the hours of 08:00 and 23:00, when performance of dance is taking place to an audience of less than 500 people all licensing conditions applicable to the performance of dance on this licence are deemed not to be in operation.

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly may be open and used for licensable activities to 02:30 hours. On New Year's Eve until the start of permitted hours on New Year's Day. An additional hour to the standard and non standard times on the day when British Summertime commences.

Other activities (1)

Other Activities of a similar description to that of live music,
recorded music or performance of dance (Indoors)

Monday to Wednesday from 10:00 to 02:00

Thursday to Saturday from 10:00 to 03:00

Sunday from 10:00 to 00:00

On Sundays before a Bank Holiday Monday Zephyr Lounge and The
Assembly

may be open and used for licensable activities to 02:30 hours. On New
Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day
when British Summertime commences.

Late night refreshment

Late Night Refreshment (Indoors)

Monday to Wednesday from 23:00 to 02:00

Thursday to Saturday from 23:00 to 03:00

Sunday from 23:00 to 00:00

On Sundays before a Bank Holiday Monday Zephyr Lounge and The
Assembly

may be open and used for licensable activities to 02:30 hours. On New
Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day
when British Summertime commences.

Normal Opening Hours

Monday to Wednesday from 10:00 to 02:30

Thursday to Saturday from 10:00 to 03:30

Sunday from 10:00 to 00:30

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open until 03:00 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

An additional hour to the standard and non standard times on the day when British Summertime commences.

Last Entry/Re-entry

The Assembly and Zephyr Lounge

Monday to Wednesday 01:30

Thursday, Friday and Saturday 02:00

Sunday 00:00

On Sundays before a Bank Holiday Monday Zephyr Lounge and The Assembly

may be open and used for licensable activities to 03:00 hours. On New Year's Eve until the start of permitted hours on New Year's Day.

On the occasion of the commencement of British Summer Time each year licensable activities shall be permitted to continue between the hours of 01:00 and 02:00 on whichever date this change of hours falls.

General

Training programme in place to ensure all staff are briefed on the

licensing objectives.

No underage drinking or drunkenness on the premises or outside of the premises.

The use of drugs, violent or anti-social behaviour will not be tolerated.

Staff training records must be maintained and available for inspection on request by an authorised officer.

Prevention of Crime & Disorder

Internal and external lighting will be checked regularly.

The premises will operate a zero tolerance policy against drugs.

Customers found with or using drugs will have them confiscated, their details taken and police called or notified as appropriate.

The premises must have a full incident recording system, where all incidents are recorded, whether any of the emergency services have been called or not and to be made available for inspection on request by an authorised officer.

The overall capacity of the premises shall not exceed 1,240 with the ground floor, Zephyr Lounge and the bar with the caravan at the rear of the premises limited to 300 in total with the Zephyr Lounge 200 and the Caravan Bar 100.

The sale of alcohol after 23:00hours shall only be made if it is ancillary to the provision of regulated entertainment and/or provision of late night entertainment.

There must be a personal licence holder on the premises every evening the premises is open beyond 21:00hours.

The premises will be an active member of Leamington Pubwatch or similar locally approved Pubwatch scheme. The premises will conform to its policies and procedures.

The premises will be an active member of the locally approved retail radio scheme and conform to its policies and procedures.

The premises licence holder must produce a Training Policy applicable to all staff utilised at the premises for roles involving direct contact with the public, or the sale or supply of alcohol to any person. All such staff and contractors shall be trained in relation to the following matters:-

- Prevention of underage sales
- Recognition and prevention of drunkenness
- Drug awareness
- Conflict management
- Crime prevention.

The delivery of the training must be recorded and that record must be available for inspection upon request at any reasonable time by any responsible authority.

All Persons involved in the sale or supply of alcohol on the premises will be subject to the training referred to above.

A CCTV policy shall be proposed by the licensee and shall be approved by Warwickshire Police in writing and thereafter implemented as approved at all times throughout the duration of the licence. That Policy shall include as a minimum the following requirements:-

- CCTV Cameras will be situated at all public areas and entrances of the premises. Warwickshire Police will have the right to nominate other locations for CCTV cameras in accordance with their identification of a justifiable risk.
- The CCTV system for the premises must be installed to the approval given in writing of the Warwickshire Police crime reduction specialist.

- Plans indicating the position of the CCTV cameras must be submitted to the Police.
- Any area of the premises where a CCTV camera is located shall be sufficiently illuminated for the purposes of recording clear images or alternatively, cameras of sufficient specification to record clear images in reduced lighting areas
- Monitors will be situated within a secure location.
- CCTV must be in operation and recording continuously at all times that premise open to the public.
- All CCTV recorded images will have sufficient clarity, quality and definition to enable facial recognition for evidential identification purposes.
- CCTV will be kept in an unedited format for a minimum period of 28 days.
- Where CCTV is recorded on to a hard drive system, the hard drive system must have a minimum of 28 day 'roll-over' recording period.
- CCTV will be maintained on a regular basis and kept in good working order at all times.
- CCTV maintenance records must be kept with details of the contractor(s) engaged and the work carried out by them.
- Where CCTV is recorded on to a hard drive system any DVDs subsequently produced shall be in a format such that they can be played back on a standard personal computer or standard DVD player.
- Where the recording is on a removable medium (i. Compact disc, flash card etc.), a secure storage system to store those recording mediums must be provided.
- A minimum of one member of staff to be trained in the use of the CCTV equipment. They must be able to produce and/or download and/or burn CCTV images upon request by any responsible authority and must be on site at all times that the premises are open to the public.

When live bands are playing, door staff will be required, unless prior agreement with Warwickshire Police and on production of a full risk assessment a minimum of 14 days prior to event. Warwickshire Police will have the right of veto on reasonable grounds.

When the premises are open to the public in the form of a nightclub / disco, whether on payment or otherwise, SIA door supervisors will be required.

On the nights required, door supervisors will be on duty from the start of the event until closure.

License holder will be responsible for the management and control of any queue for the venue.

Door supervisors to be employed on Christmas Eve and New Years Eve from 21.00hours until close.

DPS to make professional on going written risk assessments as to whether to employ door supervisors at any other times. The risk assessment will be made available for inspection to any of the responsible authorities on reasonable request.

A register shall be maintained of all security staff containing following details :-

- Full name and date of birth
- Name of security company
- SIA badge number

The register must be made available for inspection by any responsible authority on reasonable request.

All door supervisors working on external entrances to the premises will wear high visibility jackets.

The licence holder must produce a Drugs Policy, which will be submitted to Warwickshire Police for approval in writing, and thereafter implemented at all times. This Policy may be changed from

time to time by written agreement with Warwickshire Police. That Policy shall include as a minimum the following requirements:-

- Persons suspected of being drug dealers are not to be permitted access to the event.
- Persons suspected of drug dealing upon the premises are to be immediately ejected.
- The licensee, DPS and all staff are to have a zero tolerance policy regarding the use of drugs on the premises.
- Effective procedure for the management, storage and hand-over to the Police of any drugs seized or found on the premises.
- Displaying of prominent signs indicating that the event operators have a zero tolerance policy regarding the use of drugs on the premises.
- The content of signs being displayed to include advice and enforcement information.
- An effective procedure for regular checks and recording of any locations where drug taking or supplying is likely or suspected.

There will be bound books held at the central security office on the premises, under the responsibility of the designated Security Manager for the purposes of recording incidents that take place on the premises. All incidents involving violence, drugs, disorder, weapons, illness requiring medical attention and ejections shall be recorded as soon as practicable in the incident book.

Any incident book must be made available for inspection to an officer of a responsible authority upon request.

No person who is drunk is to be permitted to gain entrance to the premises.

Alcohol must not be served to any person who is drunk.

No open vessels to be removed from the premises at anytime, on or off

sales.

DPS must make on going professional risk assessments as to whether to implement a "no glassware" policy at any time dependant on event taking place.

A first aid trained member of staff who has a recognised current qualification must be on duty at all times the premises are open to the public.

A fire strategy and management control procedure is to be prepared and must be available for inspection by any responsible authority on reasonable request. The strategy and procedure shall thereafter be complied with at all times.

Any outside smoking areas must be monitored and controlled by venue.

Any patron wishing to smoke will egress and enter the premises by the door marked D on the plan to smoke at rear of premises.

All windows and doors must be closed after 23.00hours save egress or entry.

Entrance and egress to and from the ground floor premises (Zephyr) will be via the door marked DG4 on the plan and after 23:00hours via doors DG4 and DG7.

When the ground floor is open as part of the whole venue, entrance and egress will only be via the main doors to The Assembly.

A dispersal policy is to be submitted to the Licensing Authority and Warwickshire Police for approval in writing, and thereafter implemented in full. The dispersal policy shall include as a minimum, a plan and deployment strategy for moving visitors away from the premises quickly and quietly and with minimum disturbance to local residents.

The licence holder must produce an age policy, which will be submitted to Warwickshire Police for approval in writing and thereafter implemented at all times. This policy may be changed from time to time

by written agreement with Warwickshire Police. That policy shall include as a minimum the following requirements:-

- Effective procedures on clear pre-event advertising when event age specific.
- Clear marking on tickets when event age specific.
- Effective procedures for challenge 25 policy.
- Effective procedures for all staff on age verification.
- Effective welfare procedures to deal with any persons under 18 years of age that attempt entry.
- Effective procedures for removing any person under 18 years of age from an event and welfare thereon.
- Effective procedures on dealing with the seizure of fake/false ID.
- Effective procedures for any refusals records to be maintained.
- Effective procedures and qualifications for chaperones.

When the premises are open to the public in the form of a nightclub/disco, whether on payment or otherwise, no persons under the age of 18 years will be allowed on the premises.

At any other time any person under the age of 18 years on the premises must be accompanied by a responsible adult who has attained the age of 18 years or over.

Public Safety

A member of staff who has been trained in first aid will be on duty at all times the premises are open to the public.

Health and safety risk assessments must be carried out regularly and records must be kept and maintained.

A fire risk assessment must be carried out weekly and staff trained in the event of an emergency.

Balcony rail to be of sufficient height and standard to prevent injury

and objects being knocked from a height to satisfy the Warwickshire Police Architectural Liaison Officer.

A professionally prepared fire risk assessment will be produced which will propose maximum numbers which will thereafter be agreed with Warwickshire Fire Service and Warwickshire Police and become the maximum number for the premises and such capacity will not be exceeded, provided always that such number may be varied upwards or downwards by agreement with Warwickshire Fire Service and Warwickshire Police.

All windows and doors to be closed after 23:00hours (except for access and egress).

Prevention of Public Nuisance

The premises licence holder will comply with any reasonable requirements as to noise made during the event by the appropriate Responsible Authority and shall ensure the conduct of patrons leaving premises will be supervised and monitored to minimise potential nuisance. Similarly, conduct of the general public in the vicinity will be monitored and the Police advised of inappropriate behaviour/unlawful activity.

Noise arising from activities within these premises, when measured one meter from the facade of any noise sensitive premises, shall not be such as to constitute a statutory nuisance.

No regulated entertainment shall be audible in any residential accommodation within the general structure of the premises of which The Assembly forms part or any residential premises within adjoining premises.

No regulated entertainment shall take place until a scheme of noise insulation, drawn up by a suitable acoustic expert, has been

implemented to the satisfaction of the licensing authority and following completion from a suitably qualified acoustic expert, confirming implementation of the approved scheme.

Protection of Children

Sufficient staff must be on duty to ensure the protection of children from harm.

All members of staff shall be fully trained in child sexual exploitation and this will be refreshed every 12 months and records kept.

The premises licence holder shall adopt the Challenge 25 Scheme and appropriate signage will be placed at the entrance to the premises and adjacent to any bar server.

The premises will operate a policy whereby any person attempting to buy alcohol or any person attempting to gain entry to the premises who appears to be under 25 years of age will be asked for photographic ID to prove their age. The only ID that will be accepted is a passport, driving licence with a photograph or an accredited proof of age card bearing the PASS mark hologram.

No one under 18 years of age in the premises after 20:00hours without the express permission of the DPS or someone acting under his/her authority.

Conditions agreed with the Licensee

No persons under the age of 18 years shall be admitted to the premises if the Premises Licence holder decides to exercise his right to put on adult entertainment as is allowed by statute.

When a children's event takes place all children must be accompanied by an adult. Each adult must not have more than six children to supervise and all alcoholic products shall be supervised so as to ensure children do not have access to them.

All management attending children's events must have a clear DBS check

All windows and doors shall be closed (except for access and egress) when any regulated entertainment takes place within the premises.

Prominent notices shall be in place at all entrances and exits reminding customers to respect neighbours and to leave quietly. Also door staff shall reinforce such notices verbally to all customers as they leave the premises.

Links

[Search licences issued](#)

[All current premises applications](#)

Warwick District Council, Riverside House, Milverton Hill, Leamington Spa, CV32 5HZ.

LOCAL AUTHORITY



City of Cardiff Council

City Hall
Cathays Park
Cardiff
CF10 3ND

tel: 029 20871651
web: www.cardiff.gov.uk

Part 1 - Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

The Tramshed

Pendyris Street, Grangetown, CARDIFF, CF11 6QP.

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- a performance of a play
- an exhibition of a film
- an indoor sporting event
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- provision of late night refreshment
- the supply of alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
A. Performance of a play (Indoors)	Monday to Sunday Non Standard Timings:	9:00am	11:00pm
			See Annex 3 Conditions
B. Exhibition of films (Indoors)	Monday to Sunday Non Standard Timings:	8:00am	11:30pm
			See Annex 3 Conditions
C. Indoor sporting event	Monday to Sunday Non Standard Timings:	9:00am	11:00pm
			See Annex 3 Conditions
E. Performance of live music (Indoors)	Friday and Saturday Sunday to Thursday New Years Eve Non Standard Timings:	9:00am 9:00am 9:00am	Midnight 11:00pm 2:30am
			See Annex 3 Conditions
F. Playing of recorded music (Indoors & Outdoors)	Friday and Saturday	7:00am	1:00am



Licensing Act 2003 Premises Licence

CCCP01887

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
F. Playing of recorded music (Indoors & Outdoors) continued ...	Sunday to Thursday	7:00am	11:30pm
	New Years Eve	7:00am	3:00am
	Non Standard Timings:		See Annex 3 Conditions
G. Performance of dance (Indoors)	Monday to Sunday	9:00am	11:00pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:		See Annex 3 Conditions
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)	Monday to Sunday	9:00am	11:00pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:		See Annex 3 Conditions
I. Late night refreshment (Indoors & Outdoors)	Friday and Saturday	11:00pm	12:30am
	Sunday to Thursday	11:00pm	11:30pm
	New Years Eve	11:00pm	2:30am
	Non Standard Timings:		See Annex 3 Conditions
J. Supply of alcohol for consumption ON and OFF the premises	Friday and Saturday	9:00am	12:30am
	Sunday to Thursday	9:00am	11:30pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:		See Annex 3 Conditions

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Friday and Saturday	7:00am	1:00am
Sunday to Thursday	7:00am	Midnight
New Years Eve	7:00am	3:00am
Non Standard Timings:		See Annex 3 Conditions

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- J. Supply of alcohol for consumption ON and OFF the premises

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Alchemy Tramshed Ltd

Third Floor A, 36 King Street, Bristol, BS1 4DZ.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Alchemy Tramshed Ltd

09331751

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Jac BROODRYK



Licensing Act 2003

Premises Licence

CCCP01887

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR
WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence No. CCCI00227

Issued by Cardiff



Dave Holland
Shared Regulatory Service

6 April, 2018



ANNEXES: CONDITIONS

Annex 1 - Mandatory Conditions

Mandatory conditions where licence authorises supply of alcohol

- (1) No supply of alcohol may be made under the premises licence-
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
- (2) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory conditions where licence authorises supply of alcohol for consumption on the premises

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises-
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to-
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either-
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.
4. The responsible person must ensure that-
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures-
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."
5. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the



ANNEXES: CONDITIONS continued ...

permitted price.

6. For the purposes of the condition set out in paragraph 1-

(a)"duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b)"permitted price" is the price found by applying the formula-

$$P = D + (D \times V)$$

<http://www.legislation.gov.uk/ukdsi/2014/9780111109120/images/ukdsi_9780111109120_en_001>
where-

(i)P is the permitted price,

(ii)D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii)V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c)"relevant person" means, in relation to premises in respect of which there is in force a premises licence-

(i)the holder of the premises licence,

(ii)the designated premises supervisor (if any) in respect of such a licence, or

(iii)the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d)"relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e)"value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994

7. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
8. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Mandatory condition: exhibition of films

(1) Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

(2) Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.

(3) Where-

(a) the film classification body is not specified in the licence, or

(b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

(4) In this section-

- ☐ "children" means persons aged under 18; and
- ☐ "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

Annex 2 - Conditions consistent with the operating schedule

- (1) A CCTV system will be installed to a standard agreed with the South Wales Police. There will be coverage of all licensable areas used by the public (excluding toilets) including entrances and exits and any outside area used by customers. Images will be kept for a minimum of 31 days and produced to an authorised member of South Wales Police upon demand when the premises are open to the public and within a reasonable time when the premises are closed. There will be sufficient staff training to facilitate the above
- (2) On event days, SIA staff will be employed at the premises at the ratio of 1 to 150 customers when the number of customers exceeds 150.
- (3) For concert events in the main concert room all drinks will be served in non glass vessels.



ANNEXES: CONDITIONS continued ...

- (4) The management will engage regularly with local residents and councillors with regard to any impact or potential impact the premises may have including a fully designed dispersal plan.
- (5) An acoustic engineer will be employed during the build to ensure a fully sound proofed concert venue.
- (6) A Challenge 21 policy will be in place in relation to all alcohol sales.
- (7) When the premises operate a live event they will operate the Tramshed Dispersal Procedure. The content of the Dispersal Procedure to be agreed with the police and Licensing Authority.
- (8) When the premises operate a live event they will follow the Tramshed Conflict/Removal Policy & Procedure to be agreed with the police and Licensing Authority
- (9) Notification of any of the 20 extended hours for DJ-led special events shall be given to the police and Licensing Authority at least 21 days before each event
- (10) A written risk assessment document will be supplied with any such notification to the police and Licensing Authority
- (11) The premises licence holder will liaise with Local Ward Councillors and resident group to ensure that any public nuisance is reduced or removed particularly when an extended hour special event is taking place
- (12) The Designated Premises Supervisor and door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary. Reasonable steps must be taken to prevent the removal of glasses and bottles off the premises.
- (13) Queues shall be restricted to cordoned areas to prevent them obstructing footpaths and spilling on to the roads, and to keep noise and obstructions away from residential properties. Staff/doorstaff shall be trained to intercept and manage queues to prevent noise and aggression.
- (14) Clear and legible notices will be displayed at the exits, car parks and other circulatory areas requesting patrons to leave the premises having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and use of loud vehicle stereos.
- (15) A facility will be provided for customers to order taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent location at the premises and also on the company website. Where possible there should be liaison with a local taxi/private hire firm to ensure a ready supply of transport and therefore reduce disturbance.

Annex 3 - Conditions attached after a hearing by the Licensing Authority

- (1) On 20 occasions per year the licensable activities can be extended until 02:30, with the premises closing at 03:00. These 20 occasions are limited to DJ-led events only and prior notice must be given to the Police and Licensing Authority at least 21 days before each event.
- (2) No licensable activities shall be permitted in the external areas between the hours of 21:00 and 09:00 on any day.
- (3) Body worn CCTV cameras to be worn and utilised by SIA security on a ratio of 1:2 (Cameras: SIA Security) (up to a maximum of 8 cameras) at all times whilst on duty. The devices shall be capable of recording images and audio data. Recordings will be retained for a minimum of 31 days and will be provided to the Police in a usable format, immediately upon request when open to the public and as soon as reasonably practicable at other times
- (4) When the premises is open beyond midnight SIA security will be on duty at a ratio of 1 to 50 members of the public from the commencement of the event until the premises closes.
- (5) All alcohol is to be dispensed into non glass drinking vessels by staff.
- (6) All SIA door security when on duty at the premises will be provided with a working radio enabling them to communicate with other members of staff security staff and management at the premises.
- (7) An operating schedule is to be submitted to South Wales Police 31 days in advance of the event. South Wales Police can request any additional conditions that are proportionate to the safe running of the event.
- (8) A written record to be kept for a minimum twelve month period of the following
 - Incidents of crime and disorder
 - Any refusals of the sale of alcohol Ejections from the premises
 - Failure of the CCTV system



Licensing Act 2003
Premises Licence


CCCP01887

ANNEXES: CONDITIONS continued ...

- Visits by responsible authorities

The record will be produced to an employee of South Wales Police or the Local Authority should it be requested.

- (9) The Designated Premises Supervisor or a Personal Licence Holder shall be present at times when the sale of alcohol takes place.
- (10) A duty register shall be kept of all persons engaged as SIA security at the premises and be kept for twelve months. The register must include the following
- Name of SIA security staff
 - Full SIA number
 - Time and day of commencement of duty and finish time.
- (11) The premises will have drug safe and operate it in accordance with the South Wales Police Drug Safe Scheme
- (12) Open drinking vessels will not be permitted to be taken off the premises.
- (13) No persons under the age of 18 are permitted on the premises after midnight
- (14) All licensable activities to cease in the outside area by 21.00 hours



Dave Holland
Shared Regulatory Services

6 April, 2018



LOCAL AUTHORITY



City of Cardiff Council

City Hall
Cathays Park
Cardiff
CF10 3ND

tel: 029 20871651

web: www.cardiff.gov.uk

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

The Tramshed

Pendyris Street, Grangetown, CARDIFF, CF11 6QP.

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- a performance of a play
- an exhibition of a film
- an indoor sporting event
- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- provision of late night refreshment
- the supply of alcohol

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To
A. Performance of a play (Indoors)	Monday to Sunday Non Standard Timings:	9:00am	11:00pm See Annex 3 Conditions
B. Exhibition of films (Indoors)	Monday to Sunday Non Standard Timings:	8:00am	11:30pm See Annex 3 Conditions
C. Indoor sporting event	Monday to Sunday Non Standard Timings:	9:00am	11:00pm See Annex 3 Conditions
E. Performance of live music (Indoors)	Friday and Saturday Sunday to Thursday New Years Eve Non Standard Timings:	9:00am 9:00am 9:00am	Midnight 11:00pm 2:30am See Annex 3 Conditions



Premises Licence Summary

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
F. Playing of recorded music (Indoors & Outdoors)	Friday and Saturday	7:00am	1:00am
	Sunday to Thursday	7:00am	11:30pm
	New Years Eve	7:00am	3:00am
	Non Standard Timings:	See Annex 3 Conditions	
G. Performance of dance (Indoors)	Monday to Sunday	9:00am	11:00pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:	See Annex 3 Conditions	
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)	Monday to Sunday	9:00am	11:00pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:	See Annex 3 Conditions	
I. Late night refreshment (Indoors & Outdoors)	Friday and Saturday	11:00pm	12:30am
	Sunday to Thursday	11:00pm	11:30pm
	New Years Eve	11:00pm	2:30am
	Non Standard Timings:	See Annex 3 Conditions	
J. Supply of alcohol for consumption ON and OFF the premises	Friday and Saturday	9:00am	12:30am
	Sunday to Thursday	9:00am	11:30pm
	New Years Eve	9:00am	2:30am
	Non Standard Timings:	See Annex 3 Conditions	

THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Friday and Saturday	7:00am	1:00am
Sunday to Thursday	7:00am	Midnight
New Years Eve	7:00am	3:00am
Non Standard Timings:	See Annex 3 Conditions	

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- J. Supply of alcohol for consumption ON and OFF the premises

NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Alchemy Tramshed Ltd

Third Floor A, 36 King Street, Bristol, BS1 4DZ.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Alchemy Tramshed Ltd

09331751

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Jac BROODRYK



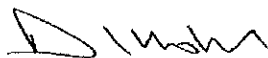
Licensing Act 2003

Premises Licence Summary

CCCP01887

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Not applicable



Dave Holland
Shared Regulatory Services

Issued: 6 April, 2018



Licensing Service,
Sheffield City Council
Block C Staniforth Road Depot
Staniforth Road
Sheffield
S9 3HD

Tel: 0114 273 4264
E-mail: licensing@sheffield.gov.uk
Website: www.sheffield.gov.uk/licensingact
Date: 12th October 2016



Daniel Ickowitz-Seidler
Alchemy Plug Ltd
16 Charnwood Drive
Cardiff
CF23 8NN

Dear Sir

Licensing Act 2003: Application to transfer a Premises Licence
Premises: The Plug, 14-16 Matilda Street, Sheffield, S1 4QB
Premises Licence Number: SY 1060 PR

I enclose:

- a) **The varied premises licence;** and
 - a) **the varied premises licence summary**
- for the above named premises.

Please check both documents carefully, including all attached papers, and ensure that all details are correct. If they are not, please contact us immediately.

Please also be aware of the following:

- The original (or a certified copy) of the *entire* **premises licence** must be kept on the premises and available for inspection at all times. This includes any annexes, appendices & other related documents.
- The original (or a certified copy) of the **premises licence summary** must be prominently displayed at the premises.
- Failure to comply with any conditions attached to a licence is a criminal offence, which on conviction would be punishable by a fine of up to £20,000 or up to six months imprisonment or both.

You must inform the Licensing Authority if you wish to do any of the following:

- Vary the licence;
- Vary the Designated Premises Supervisor (DPS) named on the licence;
- Transfer the licence; or
- Surrender the licence.

You must also inform us if the premises licence holder or DPS change their name or address.

Should you wish to make any changes to the licence, please contact us for the relevant forms or refer to the website for information at www.sheffield.gov.uk/licensingact. The

original premises licence and premises licence summary must be returned for amendment and accompanied by the required fee (if applicable).

If the original premises licence or premises licence summary is lost or stolen, you must apply to the Licensing Service for a replacement licence, for which the prescribed fee is £10.50.

Please contact me if you have any queries.

Yours faithfully



Julianne McConaghy
Licensing Analyst & Processing Officer

Enquiries to: **0114 2734264**
Enc.

THE LICENSING ACT 2003



Premises Licence No: SY 1060 PR

ISSUE NO: 8

The Sheffield City Council being the Licensing Authority under the above Act, hereby grant this licence in accordance with the requirements of the Licensing Act 2003 in respect of and subject to the conditions attached:

PART 1 – Premises details

The Plug
14-16 Matilda Street
Sheffield
S1 4QB

Telephone Number: 0114 276 2676

Where the licence is time limited, the dates:

Not applicable.

Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities:

1. Provision of regulated entertainment:

Plays

Films

Indoor Sporting Events

Boxing or Wrestling Entertainment

Live Music

Recorded Music

Performances of Dance

Anything of a similar description to live music, recorded music or performances of dance

Indoors

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

2. Provision of entertainment facilities for:

Facility for Making Music

Facility for Dancing

Entertainment of a similar description to making music and dancing

Indoors

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

3. Late Night Refreshment:

Sunday to Saturday	23:00 to 05:00 hours the following day
New Years Eve (31.12)	23:00 to 24:00 hours
New Years Day (01.01)	00:00 to 05:00 hours the following day

4. Sale by retail of alcohol

a) for consumption on the premises

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

The opening hours of the premises are

Sunday to Saturday	18:00 to 06:30 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:30 hours the following day

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Sale by retail of alcohol for consumption on the premises.

PLEASE NOTE:

In the event, that the hours permitted on this premises licence differ from those authorised on your planning consent, you **MUST ONLY** operate to which ever is the most restrictive permission.

Both Licensing and Planning carry out enforcement activities and if you are found to be in breach of either your premises licence and / or your planning consent, it may result in legal action being taken against you.

PART 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence:

Alchemy Plug Ltd
16 Charnwood Drive
Cardiff
CF23 8NN

Telephone Number: 0114 2413040 / 0117 3020007

Registered number of holder, for example company number, charity number (where applicable):

10268023

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol:

Mr Lee Paul Mansell

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol:

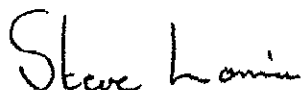
Personal Licence Number: SY 3881 Per
Issuing Authority: Sheffield City Council

State whether access to the premises by children is restricted or prohibited:

Restricted

This Premises Licence shall be in force from the 24 November 2005

Issued on: 8 December 2005



.....
Steve Lonnia
Chief Licensing Officer
Head of Licensing Services
On behalf of Sheffield City Council (issuing licensing authority)

Sheffield City Council – For Office use only	
Variation of Premises Licence	No: 1 Issue Date: 14/11/2007
Variation of DPS	No: 4 Issue Date: 04/08/2010
Transfer of Premises Licence	No: 1 Issue Date: 22/09/2016
Minor Variation	No: 2 Issue Date: 15/10/2015
Change of Name/Address	No: Issue Date:

Annex 1A – Mandatory Conditions

Mandatory Condition 1 (Section 19 ss 2)

Where a licence authorises the sale of alcohol then no supply of alcohol may be made under the premises licence –

- (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
- (a) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Mandatory Condition 2 (Section 19 ss 3)

Where a licence authorises the sale of alcohol then every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory Condition 3 (Section 20)

1. Where a premises licence authorises the exhibition of films, the licence includes the following conditions relating to the admission of children to the exhibition:
 - (a) The admission of children (under 18) to the exhibition of any film must be restricted in accordance with the classification set by the film classification body (currently the BBFC).
 - (a) In a case where there is no classification given by the classification body (the BBFC) the admission of children to the exhibition of any film must be restricted in accordance with any recommendation given by the Licensing Authority.
2. In this section -
 - “children” means persons aged under 18; and
 - “film classification body” means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Mandatory Condition 4 (Section 21)

Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 1B - Mandatory Condition effective from 28th May 2014:

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

Annex 1C - Mandatory Conditions effective from 1st October 2014:

- 1.—(1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

- (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3.—(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
- (a) a holographic mark, or
 - (b) an ultraviolet feature.
4. The responsible person must ensure that—
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Annex 2 – Conditions consistent with the operating schedule

1. Colour C.C.T.V system as previously agreed with South Yorkshire Police to be maintained and in use at all times the premises are open. C.C.T.V images will be stored for 31 days. Police to be given access to images for purposes in connection with the prevention and detection of crime and disorder.
2. Anyone who appears to be under the age of 21 shall require appropriate proof of age before being served alcohol.
3. No persons under the age of 18 to be on the premises after 8pm, except as follows:
 - i. For events specifically aimed at persons aged between 14 and 17. No alcohol shall be sold or consumed and the events will finish at such time so that all persons attending the event will have vacated the premises by 23:00.
 - ii. For live musical performances / concerts ending at such time that all those attending the event will have vacated the premises no later than 24:00 hours. Persons aged 14 and over may be admitted.
4. At any time when the premises are open to the public, each entrance to the premises will be monitored by at least one member of door staff from 21:00 hours on any day the premises are to remain open after 01:00 hours. Persons will not be admitted to enter the premises after 05:00 hours on any night.
5. To acquire a suitable number of radio sets for that premises and take the CCRAC Radio Scheme into use at all times when trading, and continue to be a user whilst this system is in use in Sheffield.
6. The Designated Premises Supervisor, or some such other person, will be assigned to act as lead safeguarder for children's issues at the premises.
7. The numbers of members of the public who may be present at any one time on the premises as a whole shall be 1440 persons.
8. When live concerts are taking place in Room 2 (Live and Earth) then all the raised area (Earth) shall be open to the public.
9. There shall be no adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises.
10. The provision of boxing and wrestling will take the form of theatrical or performance wrestling on the existing stage. Suitable and sufficient assessment of the risk associated with each event shall be undertaken/
11. Notice of any theatrical or performance wrestling events must be given in writing to the Public Safety Responsible Authority in respect of the Licence.
12. The use of plastic drinking vessels will be risk assessed on an event by event basis.

Annex 3 – Conditions attached after a hearing by the licensing authority

Annex 4 – Plans

Plan Reference: W4870

Date: March 2006

Appendix 1

LICENSING ACT 2003



ISSUE NO: 8

Premises Licence Summary

The Sheffield City Council being the Licensing Authority under the above Act hereby issue this Premises Licence Summary in respect of:

Premises licence number **SY 1060 PR**

The Plug
14-16 Matilda Street
Sheffield
S1 4QB

Telephone Number: 0114 276 2676

Licensable activities authorised by the licence:

1. Provision of regulated entertainment:

Plays

Films

Indoor Sporting Events

Boxing or Wrestling Entertainment

Live Music

Recorded Music

Performances of Dance

Anything of a similar description to live music, recorded music or performances of dance

Indoors

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

2. Provision of entertainment facilities for:

Facility for Making Music

Facility for Dancing

Entertainment of a similar description to making music and dancing

Indoors

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

3. Late Night Refreshment:

Sunday to Saturday	23:00 to 05:00 hours the following day
New Years Eve (31.12)	23:00 to 24:00 hours
New Years Day (01.01)	00:00 to 05:00 hours the following day

4. Sale by retail of alcohol

a) for consumption on the premises

Sunday to Saturday	18:00 to 06:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:00 hours the following day

The opening hours of the premises are

Sunday to Saturday	18:00 to 06:30 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 06:30 hours the following day

PLEASE NOTE:

In the event, that the hours permitted on this premises licence differ from those authorised on your planning consent, you **MUST ONLY** operate to which ever is the most restrictive permission.

Both Licensing and Planning carry out enforcement activities and if you are found to be in breach of either your premises licence and / or your planning consent, it may result in legal action being taken against you.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies:

Sale by retail of alcohol for consumption on the premises.

Name, (registered) address of holder of premises licence:

Alchemy Plug Ltd
16 Charnwood Drive
Cardiff
CF23 8NN

Telephone: 0114 2413040 / 0117 3020007

Registered number of holder, for example company number, charity number (where applicable):

10268023

Name of designated premises supervisor where the premises licence authorises the supply of alcohol:

Mr Lee Paul Mansell

State whether access to the premises by children is restricted or prohibited:

Restricted

The Premises Licence shall be in force from 24 November 2005

Issued on: 8th December 2005

A handwritten signature in black ink that reads "Steve Lonnia". The signature is written in a cursive style with a large initial 'S'.

.....
Steve Lonnia
Chief Licensing Officer
Head of Licensing Services
On behalf of Sheffield City Council (issuing licensing authority)

Premises Licence

Premises licence number:

PREM/02841/016

Part B

Schedule 12 Licensing Act 2003

Initial licence from:

11th March 2010

Current version effective from:

30th September 2017

Premises Address Warehouse, 19-21 Somers Street, Leeds, LS1 2RG

Licensable activities authorised by this licence

Sale by retail of alcohol, Provision of late night refreshment, Exhibition of a film, Performance of live music, Performance of recorded music, Performance of dance, Entertainment similar to live music, recorded music or dance

Times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol
Every Day 18:00 - 07:00

Provision of late night refreshment
Every Day 23:00 - 05:00

Exhibition of a film
Every Day 18:00 - 08:00

Performance of live music
Every Day 18:00 - 08:00

Performance of recorded music
Every Day 18:00 - 08:00

Performance of dance
Every Day 18:00 - 08:00

Entertainment similar to live music, recorded music or dance
Every Day 18:00 - 08:00

Opening hours of the premises Everyday 18:00 - 08:00

Alcohol consumption: Alcohol is sold for consumption on the premises

Premises licence holder(s): Alchemy Leeds Ltd, 6 West Park, Clifton, Bristol, BS8 2LT

Registered number of holder(s): 10530450

Designated premises supervisor: Alan Redfearn

Access by children: Access to the premises by children is restricted.

Licence issued under the authority of Leeds City Council



Mr Matthew Nelson
Licensing Officer
Entertainment Licensing
Elections, Licensing and Registration

Licence produced on 01/11/2017 by Mr Matthew Nelson





Leeds
CITY COUNCIL

Elections, Licensing and Registration
Entertainment Licensing
Civic Hall
Leeds LS1 1UR

Alan Redfearn
The Warehouse
19-21 Somers Street
Leeds
LS1 2RG

Contact: Mr Matthew Nelson
Tel: 0113 378 5029
Fax: 0113 224 3885
Email: entertainment.licensing@leeds.gov.uk
Our Ref: A80/PREM/02841/016

1st November 2017

Dear Mr Redfearn

Premises Licence: PREM/02841/016
For: Warehouse, 19-21 Somers Street, Leeds, LS1 2RG

Please find enclosed your new premises licence in two parts. The Part A full licence and the Part B summary licence. You should check the details on the licence carefully. The licensing authority is prepared to correct clerical errors for up to 28 days upon receipt of this letter. Beyond that time, any change must be made as an application for a new licence or as a variation. This does not affect your statutory right of appeal.

It is a requirement of the Licensing Act 2003 to display the Part B summary licence (or a certified copy) on your premises. You should keep Part A (or a certified copy) on the premises. In your absence the Part A must be under the control of a nominated person who has been authorised in writing by yourself for this purpose.

Can we remind you that it is an offence to operate other than in accordance with the provisions of your licence. The penalty on conviction for doing so is an unlimited fine and/or 6 months imprisonment.

You will also need to ensure that you have the necessary planning and building control permissions for your property. Nothing in your new licence changes existing law in relation to these matters.

Please note that an annual fee of £295.00 will be required on the anniversary of the first grant of the premises licence for these premises. This will fall on the 11th March 2018.

Also attached is guidance produced by Leeds City Council Health and Safety team as an explanation of conditions that may be attached to this licence.





Leeds
CITY COUNCIL

Health and Safety Service

Advice for Premises Licence Holders

This advice sheet should assist you meet some of the public safety conditions placed on your licences where Leeds City Council are the Enforcing Authority. The conditions are simple measures and any recording asked for should be proportionate to the relative size and nature of your business. If you are finding complying with the measures difficult please contact the Health and Safety Team.

Public Safety 3: Management Arrangements

Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.

The aim of this condition is to ensure any outside areas in your control, do not have any obstacles (skips and cars) that might hinder access to emergency vehicles. A check around the premises before you open should be undertaken and any subsequent checks should be based on your knowledge of previous problems.

Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.

A simple diary is sufficient to record incidents and accidents to the public. If you already use a diary for other premises activities use that. If you do use a diary you should not record personal details (this is a data protection issue). Alternatively you can obtain a statutory accident book (used to record accident to employees).

Good practice should be to review the records to check for recurring patterns.

A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.

The aim of this condition is to ensure sufficient safety checks are undertaken to pick up obvious visual defect in the premises and fixtures that might affect the public. The checks will take longer the larger the public areas. Recording should be kept simple and not over burdensome. You may wish to write a list of the areas and fixtures to be checked for the person who will undertake the checks. The routine checks can then be recorded 'checks completed' 'OK' or a record of the faults found. This can be recorded in something as simple as the workplace diary. If your premises already use some type of check list a separate one is not required.

Anyone who undertakes visual checks on electrical equipment must be trained to ensure their safety.

Advice can be obtained in 'Electrical Safety and You' INDG 231, 'Maintaining Portable Electrical Equipment in Hotels and Tourist Accommodation' INDG 237 'Maintaining Portable Electrical Equipment in offices and other low-risk environments' INDG 236

Good practice should be to review the checks and take action to rectify defects.

During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.

There have been a number of deaths from the public falling down cellar stairs that are accessible from the public areas. You should ensure the cellar door is kept locked; or if access is required during the opening period that the door is supervised to prevent access. (You may wish to see if a Yale type lock is suitable for your door.)

Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

The collection period should prevent large amounts of empty glasses being on tables and where applicable balconies etc.

Public Safety 4:- Fire/Electrical Safety

Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.

The frequency of the inspections should be determined by the competent electrician, the next inspection is usually recorded by them on the inspection certificate. If temporary electrics such as entertainment equipment are brought on site you should have them inspected by an electrician or ask the person bringing them on to your site to do this.

One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:

- a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA.
- or
- b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.

The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device

You should consider following the advice in 'Electrical Safety For Entertainers' INDG 247 regarding the use of a Residual Current Device (RCD) with the equipment.

It is acceptable to keep records at a place other than the premises, as long as they can be requested and obtained.

Public Safety 6:- General Housekeeping

Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour including climbing which may lead to a fall from height

This condition is applied to premises on several levels where inappropriate behaviour due to the influence of alcohol may lead (and has led) to people being injured by climbing over barriers. If your premises are large and on many levels a policy of checking such areas must be put in place. This can be done by CCTV if this is in place.

This condition may not stop accidents from occurring but it is intended to reduce the risk of one by good practice.

Safety glass that is impact resistant should be used wherever possible in all areas where the public may come into contact with it. Where it is not used in public areas, glazing should be shielded to protect it from impact.

If you have areas of glazing that the public may fall against it should be impact resistant. If your premises were built to recent building standards then appropriate glazing should be impact resistant.

A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.

Slips, trips and falls cause the most accidents to members of the public. The most obvious risk is spilt drinks. Write down simple instructions for employees (or relief managers) to follow to reduce the risk of slips in your premises. You may wish to write down details such as where the cleaning materials & wet floor signs are kept. It may include particular areas in your premises to monitor such as steps to a beer garden or areas around the bar. In larger premises you may wish to formalise safety checks required especially on areas such as stairs and balconies. You may also wish to look in to providing materials that quickly soak up large spills in areas that might cause a person to fall down stairs

Public Safety 7: Refreshments

Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scalds or burns to them.

This condition is for any food and drink preparation that is not done in a segregated kitchen area such as a barbecue.

Public Safety 8: First Aid

A suitably trained First Aider or appointed person will be provided at all times when the premises are open.

An appointed person is someone who has the personal qualities to stay calm in an emergency and call the relevant services. If you choose to have a first aider on site **you MUST check** with your insurance company that your public liability insurance covers any first aid provided by that person. Any first aider must be suitably trained by a register provider and refresher training undertaken as stated within that course.

Adequate and appropriate First Aid equipment and materials will be available on the premises.

You should keep an adequately stocked first aid box on site. Advice on what should be kept in such a box is given in Question 4 in ING 214 First Aid at Work. Unless you have a trained first aider you should not use anything yourself.

A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.

If you are a night club or other large venue that attracts young people you should have a policy in place so employees are aware of what action to take if a member of the public is found severely affected by alcohol or drugs.

Public Safety 9: Special Effects

Where strobes, lasers, smoke machines or any other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided, and staff will be appropriately trained.

If you are going to use the above effects you must ensure they are used safely and employees have read the appropriate safety literature.

ADDITIONAL INFORMATION: Smoke-free Premises

The smoke-free law (The Health Act 2006) was introduced to protect employees and the public from the harmful effects of second-hand smoke:

1. It is against the law to smoke in enclosed public places, workplaces and in public and work vehicles. Indoor smoking rooms in public places and workplaces are not allowed.
2. You and those who manage your smoke free premises have legal responsibilities to prevent smoking and to ensure that no-smoking signs are displayed.
3. The law applies to anything that can be smoked. This includes cigarettes, pipes (including water pipes such as shisha and hookah pipes), cigars and herbal cigarettes.
4. Failure to comply with the law will be a criminal offence for which you may be fined or fined upon successful prosecution (up to £2500).

Please Note: Premises are considered 'enclosed' if they have a ceiling or roof and (except for doors, windows or passageways) are wholly enclosed either on a permanent or temporary basis. You may wish to provide smoking shelters but there is no requirement to provide them. If you do decide to do so, there are many issues you need to consider, including planning permission, licensing, building control, noise, litter etc.

For further information see <http://www.smokefreeengland.co.uk/resources/guidance-and-signage.html>. If you require more specific advice or wish to discuss plans for smoking shelters, please contact Leeds City Council's Health and Safety Team:

Tel 0113 247 7791
Email env.health@leeds.gov.uk

Premises Licence

Part A Schedule 12 Licensing Act 2003

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description

Warehouse, 19-21 Somers Street, Leeds, LS1 2RG

Licensable activities authorised by this licence

Sale by retail of alcohol, Provision of late night refreshment, Exhibition of a film, Performance of live music, Performance of recorded music, Performance of dance, Entertainment similar to live music, recorded music or dance

Times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol

Every Day 18:00 - 07:00

Provision of late night refreshment

Every Day 23:00 - 05:00

Location of activity: Indoors

Further details: Provision of hot food and hot drink.

Exhibition of a film

Every Day 18:00 - 08:00

Location of activity: Indoors

Further details: Provision of music videos and DVDs.

Performance of live music

Every Day 18:00 - 08:00

Location of activity: Indoors

Further details: Amplified and unamplified music

Performance of recorded music

Every Day 18:00 - 08:00

Location of activity: Indoors

Further details: In-house music system.

· *Performance of dance*

Every Day	18:00 - 08:00
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Location of activity: Indoors

Entertainment similar to live music, recorded music or dance

Every Day 18:00 - 08:00

Location of activity: Indoors

Details relating to all activities

Non standard timings:

From the end of permitted hours on New Year's Eve, to the start of permitted hours on New Year's Day.

At the start of British Summertime, the terminal hour for all licensable activities shall be extended by one hour.

Opening hours of the premises

Everyday 18:00 - 08:00

Non standard timings:

From the end of permitted hours on New Year's Eve, to the start of permitted hours on New Year's Day.

At the start of British Summertime, the terminal hour for all licensable activities shall be extended by one hour.

Alcohol is sold for consumption on the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Alchemy Leeds Ltd
6 West Park
Clifton
Bristol
BS8 2LT

Registered number of holder, for example company number, charity number (where applicable)

Registered business number: 10530450

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Alan Redfearn

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Personal licence number: 6928/2

Licensing authority: Birmingham City Council

Licence issued under the authority of Leeds City Council



Mr Matthew Nelson
Licensing Officer
Entertainment Licensing
Elections, Licensing and Registration

Annex 1 – Mandatory Conditions

1. Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-
 - a. unauthorised access or occupation (e.g. through door supervision), or
 - b. outbreaks of disorder, or
 - c. damage
2. No supply of alcohol may be made under this licence
 - a. At a time when there is no designated premises supervisor in respect of the premises licence, or
 - b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made
 - a. By the British Board of Film Classification (BBFC,) where the film has been classified by the Board, or
 - b. By the Licensing Authority where no classification certificate has been granted by the BBFC, or,
 - c. where the licensing authority has notified the licence holder that section 20 (3) (b) (74 (3) (b) for clubs) of the Licensing Act 2003 applies to the film.
5. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

- a. games or other activities which require or encourage, or are designed to require or encourage individuals to -
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
- b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorize anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

- e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
- 6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 7. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -

- a. a holographic mark, or
- b. an ultraviolet feature.
- 8. The responsible person must ensure that -
 - a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii. still wine in a glass: 125 ml;
 - b. these measures are displayed in a menu; price list or other printed material which is available to customers on the premises; and
 - c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
- 9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

For the purposes of the condition set out in paragraph 1 of this condition -

- a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
- b. "permitted price" is the price found by applying the formula $P = D + (D \times V)$ where -
 - i. P is the permitted price,
 - ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
 - i. the holder of the premises licence,
 - ii. the designated premises supervisor (if any) in respect of such a licence, or
 - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;

- d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e. "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pence, the price given by that sub paragraph shall be taken to be the price actually given by that sub paragraph rounded up to the nearest penny.

- (1) Sub paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule

The prevention of crime and disorder

- 10. At all times that licensable activities are taking place there shall be a member of staff on duty who is able to download any CCTV footage immediately on request of police.
- 11. The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and I or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.
- 12. There will be a communication link to the WYP and other relevant venues in the locality by means of the Nitenet radio.
- 13. A suitable CCTV system will be maintained and be operational on the premises at all time when licensed activities are being carried out.
- 14. The siting and standard of the CCTV system will be agreed with West Yorkshire Police prior to installation and will comply with that agreement at all times.
- 15. Changes to the siting and standard of CCTV systems may only be made with the written consent of West Yorkshire Police.
- 16. CCTV security footage will be made secure and retained for a minimum period of 31 days time to the satisfaction of West Yorkshire Police.
- 17. A Supervisors Register will be maintained at the licensed premises, showing the names, addresses and up to date contact details for the DPS and all personal licence holders.
- 18. The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that the licensed activities are carried out and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.

19. The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a Daily Record Register is maintained on the premises by the door staff.
20. The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person and the date and time he/she commenced duty and finished duty (verified by the individuals signature).
21. The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.
22. The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.
23. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
24. A policy for searching patrons at the entrance to the premises will be adopted and prominently displayed on the premises.
25. The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons.
26. A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police.
27. Notices will be prominently displayed at the entrances to the premises which state:
 - a. A search will be conducted as a condition of entry to the premises;
 - b. Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the Incident Report Register.
 - c. Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs.
 - d. Entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances.
28. The PLH/DPS will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.
29. The PLH/DPS staff will ask for acceptable evidence (as agreed by West Yorkshire Police/WYTSS) from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.
30. Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.
31. The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.
32. The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where exists, whose aims include the promotion of the licensing objectives.
33. The PLH/DPS will operate a written dispersal policy which ensures the safe and gradual dispersal of customers from the premises. The policy will be agreed with West Yorkshire Police. The PLH/DPS will ensure that staff receive training on the policy.

34. The retail sale of alcohol shall cease one hour before the premises close.

Public Safety

35. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.

36. A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.

37. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.

38. Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records certificates will be kept. These will be made available at the request of an authorised officer.

39. One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:

- a. Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA.
- or
- b. Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.

The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.

40. Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour including climbing which may lead to a fall from height.

41. Safety glass that is impact resistant should be used wherever possible in all areas where the public may come into contact with it. Where it is not used in public areas, glazing should be shielded to protect it from impact.

42. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.

43. Where strobes, lasers, smoke machines or any other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided, and staff will be appropriately trained.

44. No strobes, lasers, smoke machines or any other special effects, will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.

45. A suitably trained First Aider or appointed person will be provided at all times when the premises are open.

46. Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.

The prevention of public nuisance

47. Noise from a licensable activity at the premises shall be inaudible at the nearest noise sensitive premises after 23.00 hours and at all times if entertainment takes place on more than 30 occasions per year.
48. Noise from plant or machinery shall be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level.
49. The PLH/DPS will ensure patrons use external areas in a manner which does not cause disturbance to nearby residents and business in the vicinity.
50. The PLH/DPS will adopt a 'cooling down' period where music volume is reduced towards the closing time of the premises.
51. The PLH/DPS shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.
52. The designated premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.
53. There shall be no external loudspeakers.
54. Bottles will not be placed in any external receptacle after 23:00 hours to minimise noise disturbance to neighbouring properties.
55. The activities of persons using the external areas shall be monitored after 23:00 hours and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary.
56. Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti social behaviour.
57. SIA Registered door staff will be employed and used where queues are likely to form to manage the queues and ensure: Queues are restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property.

Protection of children from harm

58. People under the age of 18 years of age will not be admitted.

Annex 3 – Conditions attached after a hearing by the licensing authority

None

Annex 4 - Plans

The current plans for these premises are those submitted with the variation application on 17th August 2012 and referenced:

Job no: 1465
Drawing no: 08
Revision: D
Dated: March 2012.

A copy of which is held by Leeds City Council licensing authority.

BIRMINGHAM CITY COUNCIL



LICENSING ACT 2003

PREMISES LICENCE

Premises Licence Number:

3430 / 4

Part 1 - Premises details:

Postal address of premises, or if none, ordnance survey map reference or description The Arena 18-19 Hack Street	
Post town: Birmingham	Post Code: B9 4AH
Telephone Number: Not Specified	

Where the licence is time limited the dates N/A

Licensable activities authorised by the licence	
A	Plays
B	Films
C	Indoor sporting events
D	Boxing or wrestling entertainment
E	Live music
F	Recorded music
G	Performances of dance
H	Anything of similar description to that falling within (live music), (recorded music) or (performances of dance)
L	Late night refreshment
M3	Sale of alcohol by retail (both on & off the premises)

The times the licence authorises the carrying out of licensable activities		
Monday - Sunday	08:00 - 06:00	A, B, C, D, E, F, G, H, M3
	23:00 - 06:00	L

The opening hours of the premises	
Monday - Sunday	08:00 - 06:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies On and Off Supplies

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Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence MJR Group Limited 16 Charnwood Drive	
Post town: Cardiff	Post Code: CF23 8NN
Telephone Number: Not Specified	
Email N/A	
Registered number of holder for example company number or charity number (where applicable) 09988159	
Name, address, telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol Benjamin Newby	
Post town:	Post Code:
Telephone Number: Not Specified	
Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol	
Licence Number 10371	Issuing Authority BIRMINGHAM CITY COUNCIL

Dated 28/02/2018

S. A. Yasser.

SHAID YASSER
Senior Licensing Officer
For Director of Regulation and Enforcement

BIRMINGHAM CITY COUNCIL

Annex 1 – Mandatory Conditions

No supply of alcohol may be made under the premises licence (a) at a time when there is no designated premises supervisor in respect of the premises licence, or (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises— (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to— (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or (ii) drink as much alcohol as possible (whether within a time limit or otherwise); (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective; (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective; (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner; (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either— (a) a holographic mark, or (b) an ultraviolet feature.

The responsible person must ensure that— (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures— (i) beer or cider: ½ pint; (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and (iii) still wine in a glass: 125 ml; (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

(1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. (2) In this condition:— (a) "permitted price" is the price found by applying the formula $P = D + (D \times V)$, where— (i) P is the permitted price, (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol; (b) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979; (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence— (i) the holder of the premises licence, (ii) the designated premises supervisor (if any) in respect of such a licence, or (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence; (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994. (3) Where

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the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny. (4) Where the permitted price on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax, the permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendation made: (a) By the British Board of Film Classification (BBFC), where the film has been classified by that Board, or (b) By the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20(3)(b) (s74(3)(b) for clubs) of the Licensing Act 2003 applies to the film.

Each individual assigned to carrying out a security activity must be licensed by the Security Industry Agency.

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Annex 2 – Conditions consistent with operating schedule

2a) General conditions consistent with the operating schedule

The Licence Holder shall ensure that polycarbonate drink glasses or similar will be utilised.

The number of Personal Licence holders on the premises when operational shall be at least two or such other number as is agreed from time to time with West Midlands Police.

The licence holder will appoint a suitably competent organisation to manage and provide suitably manned and equipped medical/first aid facilities on site to the satisfaction of responsible authorities.

Small events which take place in a part or parts of the licensed area will be agreed with the West Midlands Police.

The operating policies and procedures will be identified in the Event Management Plan which will be produced by the Licence Holder and which will be submitted as a separate document to Responsible Authorities. This will be for consultation purposes and a full and detailed consultation with each of the Responsible Authorities and each of those persons and/or organisations referred to the Event Safety Guide issued by the Health and Safety Executive or any replacement guidance subsequently issued.

The events will take place only in accordance with Event Management Plan produced for the event and agreed with the Responsible Authorities and the Licence Holder will appoint an Event Safety Officer who is of sufficient competence, status and authority to advise the Licence Holder effectively on safety at the event who shall have a deputy of similar competence. Authorised officers of the Licensing Authority and the Responsible Authorities who are in course of their duties will be given access to all parts of the licensed premises for the purposes of monitoring and enforcing the observance of any conditions and any other relevant legislation.

The Licence Holder will make arrangements for a dedicated telephone line to be made available and manned for the receipt of any complaints from the general public while the event is taking place and such telephone number will be publicised locally and all complaints recorded.

The Event Management Plan shall be agreed with Responsible Authorities and shall include:
Roles and responsibilities of persons in connection with the management of the event, along with details, arrangements and plans in respect of:

-
- Event Safety
-
- Medical and first aid provision
-
- Temporary structures
-
- Crowd management, stewarding and safety
-
- Fire safety and control
-
- Configuration and control of sound systems
-
- Management of concessions and franchises
-
- Provisions and maintenance of water supplies
-
- Provision/maintenance of toilet facilities
-
- Collection and removal of litter and other waste
-
- Proposals for musical and ancillary entertainments
-

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Proposals for special effects

- Proposals for concessionary activities including food franchises, stalls, mobiles, bars and restaurants and other non-food retail sales

- Alcohol management policy

- Event risk assessment

- Electrical installations

- Lighting arrangements

- Temporary Structures and safety barriers

- Incident, contingency and emergency plans

- Crowd management, stewarding and security plans, including ejection policy

- Medical, and first aid plans, including detail of medical provision

- Drug policy

- Crime reduction strategy

The Licence holder shall ensure there will be no encouragement of excessive drinking or irresponsible sale of cheap promotional drinks and that soft drinks and water will be regularly available to all patrons and tap water will be available free of charges at any time.

The operator will call a Safety Advisory Group Meeting and there is a power of veto of any event where the SAG is not able to set conditions or operation which satisfy the licensing objectives. Any conditions set during the SAG meeting shall become licensing conditions for the event and they must be kept in writing on the premises during the event and available for inspection by all statutory bodies.

The licence holder shall ensure that both the DPS and/or a senior manager and the promoter, if any will be in attendance at the SAG meeting.

The security levels at any event will be dependent on the risk assessment and such number as is agreed shall become a condition of the Premises Licence for the particular event through the SAG process.

2b) Conditions consistent with, and to promote the prevention of crime and disorder

The licence holder will make adequate provisions for monitoring and controlling the number of persons entering the licensed premises and any temporary structures within it. The licence holder will make all necessary arrangements by way of fencing, gate systems, security and other provisions to prevent unauthorised access to the licensed premises.

The licence holder shall ensure arrangements are in place providing information to persons attending the event which is to promote responsible drinking.

The licence holder shall ensure that continuous discussions take place between West Midlands Police, the appointed security/stewarding company and the event organisers will take place prior to and during the period that Event is taking place to ensure that all means possible are employed to prevent crime and disorder. Operational plans will be drawn up between the Event organisers and the West Midlands Police taking into account the experience of previous events in this location.

Digital CCTV and appropriate recording equipment is to be installed operated and maintained throughout the premises internally and externally providing full coverage. Such CCTV footage will be stored for a minimum of 28 days and the management will give full and immediate co-operation and technical assistance to the Police

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in the event that CCTV footage is requested for the prevention and detection of suspected or alleged crime. For the avoidance of doubt such footage as West Midlands Police require will be made available by a trained operator at the time of request. CCTV cameras and monitors are to be installed and in position agreed with West Midlands Police.

The licence holder shall ensure that all SIA badges will be displayed in arm band worn by the door supervisors and shall be valid and up to date. All door supervisors who are working at the premises or have worked at the premises within the last 3 months shall have a profile of themselves kept in a secure within the premises. This profile will be proof of address (utility bill, bank statement, phone bill etc) which is dated within the last 6 months and proof of identity (passport, driving licence or copy of SIA badge). If proof of ID is photo driving licence there is no requirement for proof of address. The licence holder shall ensure that all door supervisors will sign on duty as they start work and off duty when they are leaving. Fluorescent jackets or tabards shall be worn by all door supervisors.

Any queue forming outside the premises will be monitored by door staff to prevent nuisance and to give early identification of individuals or groups who will not be permitted access to the premises.

The licence holder will ensure that individuals who are drunk, disorderly or both will not be permitted access to the premises and search facilities will be available at the entrance. Persons suspected of being unlawfully in possession of drugs will be searched. Any person declining being searched by door staff will not be granted access to the premises.

The licence holder will ensure that door staff will strictly enforce and comply with Rainbow Live Music Venue Drugs Policy and will be sited throughout the premises in positions dictated by the Event Management Plan and/or as agreed with West Midlands Police.

The licence holder shall ensure the conduct of patrons leaving the premises will be supervised and monitored to minimise potential nuisance. Similarly, conduct of the general public in vicinity will be monitored and the Police advised of inappropriate behaviour/unlawful activity.

The licence holder shall ensure that a fixed camera is placed on the outside of the premises at the entrance with ability to monitor any queue and the door staff to augment the fixed camera and monitor any queue.

The licence holder will ensure that personal radios are provided by Management. When present on site, all door staff will be provided with personal radios permitted their being able to communicate with each other, Management on site and the Management. The site will have its own "Operations Room" able to act as communications hub for venue.

2c) Conditions consistent with, and to promote, public safety

Glass containers shall not be sold or distributed in the event area.

The licence holder shall ensure that the maximum number of persons on the premises at any one time shall not exceed the number as agreed with West Midlands Fire Service and West Midlands Police and fixed at any individual SAG meeting for each event and such capacity will not be exceeded.

Appropriate arrangements by way of fencing, gate systems, security or other provisions will be made, in agreement responsible authorities, to prevent unauthorised access to the site.

Entrances and exits to the licensed premises including roadways, pedestrian routes and emergency vehicle routes will be kept clear at all times and will be adequately illuminated during periods of darkness. A lighting check will be carried out in consultation with the appropriate responsible authorities before the site is opened to the public.

Adequate lighting levels shall be maintained at all times within the event area.

The licence holder will ensure that all emergency exits are clear, accessible and maintained for the duration of the event.

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2d) Conditions consistent with, and to promote the prevention of public nuisance

Noise propagation tests will be undertaken, during which the sound systems will be configured and operated in a similar manner as intended for the relevant event. The licence holder will not permit noise emanating from the premises which will disturb persons in the neighbourhood and in any case, will ensure that the noise levels from the event during the times authorised by the licence will not exceed levels set at neighbouring occupied residential properties that will be agreed with responsible authorities.

The security, stewarding and management will ensure people leave the premises so as not to cause nuisance to noise sensitive or residential premises nearby.

The licence holder shall ensure that whenever regulated entertainment takes place within the licensed premises, such entertainment will not cause nuisance to the nearest noise sensitive or residential premises.

The licence holder will ensure that waste generated from sanitary and washing facilities is properly disposed of. A service schedule will be contained within the Event Management Plan.

2e) Conditions consistent with, and to promote the protection of children from harm

The premises shall adopt the Challenge 25 Scheme and appropriate signage will be placed at the entrance to the premises and adjacent to any bar service. The premises will operate a policy whereby any person attempting to buy alcohol or any person attempting to gain entry to the premises who appears to be under 25 will be asked for photographic ID to prove their age. The only I.D. that will be accepted is a passport, driving licence with a photograph or an accredited proof of age card bearing the PASS mark hologram.

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Annex 3 -- Conditions attached after hearing by licensing authority

3a) General committee conditions

Licensing Sub Committee A resolved on the 8th February 2016 having reviewed the premises licence following receipt of an Expedited Review application submitted by West Midlands Police, to modify the conditions of licence to include the conditions as detailed below under the prevention of crime and disorder objective:

3b) Committee conditions to promote the prevention of crime and disorder

1) On any occasion a multiple room or multiple venue event takes place the following conditions to apply:

a) A minimum of two undercover SIA operatives to be deployed in the Premises.

b) The following drugs policy, as set out below, shall be implemented:

i) Customers will be asked to open their mouths for a mouth inspection;

ii) Persons with long hair will be subject to a hair inspection.

iii) Contents of pockets will be emptied and bags checked, for example, sealed cigarette packets, lip balm, stash lighters, inhalers, tinned mints, perfume caps, umbrella's, torches etc.

iv) Legs will be checked. Any person suspected of concealing items will be required to proceed to the enhanced search area before entry can be granted.

c) On suspicion, selected persons will be escorted to an enhanced private search area where their shoes, socks and belts will be removed and a more thorough search carried out of them and their possessions.

i) All enhanced searches will be conducted by two security personnel in full view of CCTV.

ii) During an enhanced search UV torches will be used by search operatives.

d) All relevant staff, as agreed with West Midlands Police, to be trained in drugs awareness to the BIIAB qualification.

e) Additional signage to be displayed throughout the Premises with the following wording:-

"To help support our zero tolerance to drugs policy, random searches will be conducted inside the venue during the course of any event. Anyone refusing to participate in a search will be asked to leave the venue."

"To help support our zero tolerance to drugs policy, ultraviolet (UV) lights are positioned outside all of our toilets. Any persons that are seen to be exposed by the lights for drugs usage will be banned from the venue and reported to the police."

"This venue confiscates IDs that are used falsely or fraudulently. The seized licences/passports etc will be handed to West Midlands Police."

f) A log of all suspected fraudulent identities used at the Premises to include the time, date and location of seizures be maintained and be made available to the Police upon request.

g) The Premises to use a minimum of one drugs dog.

h) If staff at the Premises are suspicious that an ID is not valid then a second form of ID will be required and or a supplementary bank card.

i) The Premises Licence Holder, Designated Premises Supervisor or his nominated deputy shall check and record details of the SIA Licence held by any member of door staff engaged to act as such, by the Premises Licence Holder. This check shall be carried out each day a member of door staff report for duty. Door Staff will not be allowed to enter their own details into the record book. Such records shall be made available upon request of West Midlands Police.

3c) Committee conditions to promote public safety

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N/A

3d) Committee conditions to promote the prevention of public nuisance

N/A

3e) Committee conditions to promote the protection of children from harm

N/A

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Annex 4 – Plans

The plan of the premises with reference number **105335-3430/4** which is retained with the public register kept by Birmingham City Council and available free of charge for inspection by appointment only. Please call the Licensing Section on 0121 303 9896 to book an appointment.

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**LICENSING ACT 2003
PREMISES LICENCE SUMMARY**

Premises Licence Number:

3430 / 4

Premises details:

Postal address of premises, or if none, ordnance survey map reference or description

The Arena
18-19 Hack Street

Post town:

Birmingham

Post Code:

B9 4AH

Telephone Number:

Not Specified

Where the licence is time limited the dates

N/A

Licensable activities authorised by the licence

- | | |
|----|--|
| A | Plays |
| B | Films |
| C | Indoor sporting events |
| D | Boxing or wrestling entertainment |
| E | Live music |
| F | Recorded music |
| G | Performances of dance |
| H | Anything of similar description to that falling within (live music), (recorded music) or (performances of dance) |
| L | Late night refreshment |
| M3 | Sale of alcohol by retail (both on & off the premises) |

The times the licence authorises the carrying out of licensable activities

Monday - Sunday	08:00 - 06:00	A ,B ,C ,D ,E ,F ,G ,H ,M3
	23:00 - 06:00	L

The opening hours of the premises

Monday - Sunday	08:00 - 06:00
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Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and Off Supplies

Name, (registered) address of holder of premises licence

MJR Group Limited
16 Charnwood Drive

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Post town: Cardiff	Post Code: CF23 8NN
Registered number of holder for example company number or charity number (where applicable) 09988159	
Name of designated premises supervisor where the premises licence authorises for the supply of alcohol Benjamin Newby	
State whether access to the premises by children is restricted or prohibited Not Restricted The offence provisions of the Licensing act 2003 (ss 145 – 153) apply to the premises	

Dated 28/02/2018

S. A. Yasser.

SHAID YASSER
Senior Licensing Officer
For Director of Regulation and Enforcement

BIRMINGHAM CITY COUNCIL



LICENSING ACT 2003

PREMISES LICENCE

Premises Licence Number:

4339 / 3

Part 1 - Premises details:

Postal address of premises, or if none, ordnance survey map reference or description

Air Car Park
Car Park adjacent to 49 Heathmill Lane
Digbeth

Post town:

Birmingham

Post Code:

B9 4AE

Telephone Number:

Not Specified

Where the licence is time limited the dates

N/A

Licensable activities authorised by the licence

- | | |
|----|--|
| A | Plays |
| B | Films |
| C | Indoor sporting events |
| D | Boxing or wrestling entertainment |
| E | Live music |
| F | Recorded music |
| G | Performances of dance |
| H | Anything of similar description to that falling within (live music), (recorded music) or (performances of dance) |
| L | Late night refreshment |
| M3 | Sale of alcohol by retail (both on & off the premises) |

The times the licence authorises the carrying out of licensable activities

Monday - Sunday	08:00 - 06:00	A, B, C, D, E, F, G, H, M3
	23:00 - 05:00	L

The opening hours of the premises

Monday - Sunday	08:00 - 06:00
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Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and Off Supplies

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Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence MJR Group Limited 16 Charnwood Drive	
Post town: Cardiff	Post Code: CF23 8NN
Telephone Number: Not Specified	
Email N/A	

Registered number of holder for example company number or charity number (where applicable) 09988159
--

Name, address, telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol Benjamin Newby	
Post town:	Post Code:
Telephone Number: N/A	

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol	
Licence Number 10371	Issuing Authority BIRMINGHAM CITY COUNCIL

Dated 06/03/2018



Bhupinder Nandhra
Senior Licensing Officer
For Director of Regulation and Enforcement

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Annex 1 – Mandatory Conditions

No supply of alcohol may be made under the premises licence (a) at a time when there is no designated premises supervisor in respect of the premises licence, or (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises— (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to— (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or (ii) drink as much alcohol as possible (whether within a time limit or otherwise); (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective; (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective; (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner; (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either— (a) a holographic mark, or (b) an ultraviolet feature.

The responsible person must ensure that— (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures— (i) beer or cider: ½ pint; (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and (iii) still wine in a glass: 125 ml; (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

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(1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price. (2) In this condition:- (a) "permitted price" is the price found by applying the formula $P = D + (D \times V)$, where:- (i) P is the permitted price, (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol; (b) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979; (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence-- (i) the holder of the premises licence, (ii) the designated premises supervisor (if any) in respect of such a licence, or (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence; (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994. (3) Where the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny. (4) Where the permitted price on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax, the permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendation made: (a) By the British Board of Film Classification (BBFC), where the film has been classified by that Board, or (b) By the Licensing Authority where no classification certificate has been granted by the BBFC, or, where the licensing authority has notified the licence holder that section 20(3)(b) (s74(3)(b) for clubs) of the Licensing Act 2003 applies to the film.

Each individual assigned to carrying out a security activity must be licensed by the Security Industry Agency.

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Annex 2 – Conditions consistent with operating schedule

2a) General conditions consistent with the operating schedule

The premises licence holder proposes a number of events per year of such size that would necessitate an event management plan. Provided always that smaller events may take place in a part or parts of the licensed area to be agreed with West Midlands Police.

The operating policies and procedures are identified in the Event management Plan which will be produced by the Licence Holder and which will be submitted as a separate document to the Responsible Authorities for consultation purposes and full and detailed consultation with each of the Responsible Authorities and each of those persons and/or organisations referred to the Event Safety Guide issued by the Health and Safety Executive or any replacement guidance subsequently issued.

The event shall take place only in accordance with the Event Management Plan produced for the event and agreed with the Responsible Authorities and the Licence Holder will appoint an Event Safety officer who is of sufficient competence, status and authority to advise the Licence Holder effectively on safety at the event who shall have a deputy of similar competence. Authorised officers of the Licensing Authority and the Responsible Authorities who are in the course of their duties will be given access to all parts of the licensed premises for the purposes of monitoring and enforcing the observance of any conditions and any other relevant legislation.

The Licence Holder will make arrangements for a dedicated telephone line to be made available and manned for the receipt of any complaints from the general public while the event is taking place and such telephone number will be publicised locally and all complaints recorded.

The Event Management Plan shall be agreed with the Responsible Authorities and shall include:

Roles and responsibilities of persons in connection with the management of the event, along with details, arrangements and plans in respect of:

- Event Safety
- Medical and first aid provision
- Temporary structures
- Crowd management, stewarding and safety
- Fire safety and control
- Configuration and control of sound systems
- Management of concessions and franchises
- Provision and maintenance of water supplies
- Provision/ maintenance of toilet facilities
- Collection and removal of litter and other waste
- Proposals for musical and ancillary entertainments
- Proposals for special effects
- Proposals for concessionary activities including food franchises, stalls, mobiles, bars and restaurants and other non-food retail sales
- Alcohol Management policy

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- Event risk assessment
-
- Electrical installations
-
- Lighting arrangements
-
- Temporary structures and safety barriers
-
- Incident, contingency and emergency plans
-
- Crowd management, stewarding and security plans, including ejection policy
-
- Medical, and first aid plans, including detail of medical provision
-
- Drug policy
-
- Crime reduction strategy

The Licence Holder shall ensure that polycarbonate drink glasses or similar will be utilised.

The number of Personal Licence holders on the premises when operational shall be at least two or such other number as is agreed from time to time with West Midlands Police.

The operator will call a Safety Advisory Group Meeting and there is a power of veto of any event where the SAG is not able to set conditions or operation which satisfy the licensing objectives. Any conditions set during the SAG meeting shall become licensing conditions for that event and they must be kept in writing on the premises during the event and available for inspection by all statutory bodies.

The Licence Holder shall ensure that both the DPS and/or a senior manager and the promoter, if any, will be in attendance at the SAG meeting.

The security levels at any event will be dependent on the risk assessment and such number as is agreed shall become a condition of the Premises Licence for that particular event through the SAG process.

2b) Conditions consistent with, and to promote the prevention of crime and disorder

The Licence Holder will make adequate provisions for monitoring and controlling the number of persons entering the licensed premises and any temporary structures within it. The Licence Holder will make all necessary arrangements by way of fencing, gate systems, security and other provisions to prevent unauthorised access to the licensed premises.

The Licence Holder will ensure that arrangements are put into place for providing information to persons attending the event, to include dealing with lost and found property, emergency services, counselling, promoting responsible drinking and taking care of their hearing. All appropriate information and conditions will be printed on the reverse of the tickets and displayed at entrances.

The Licence Holder shall ensure that continuous discussions between West Midlands Police Force, the appointed security/stewarding company and the event organisers will take place prior to and during the period that the Event is taking place to ensure that all means possible are employed to prevent crime and disorder. Operational plans will be drawn up between the Event organisers and the West Midlands Police Force taking into account the experience of previous events in this location.

Digital CCTV and appropriate recording equipment is to be installed operated and maintained throughout the premises internally and externally providing full coverage. Such CCTV footage will be stored for a minimum of 28 days and the management will give full and immediate cooperation and technical assistance to the police in the event that CCTV footage is requested for the prevention and detection of suspected or alleged crime. For the avoidance of doubt such footage as West Midlands Police require will be made available by a

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trained operator at the time of the request. CCTV cameras and monitors are to be installed and in positions agreed with West Midlands Police.

The Licence Holder shall ensure that all SIA badges will be displayed in arm bands worn by the door supervisors and shall be valid and up to date. All door supervisors who are working at the premises or have worked at the premises within the last three months shall have a profile of themselves kept in a secure location within the premises. This profile will be proof of address (utility bill, bank statement, phone bill, etc) which is dated within the last six months and proof of identify (passport, driving licence or copy of SIA badge). If proof of ID is photo driving licence there is no requirement for proof of address. The Licence Holder shall ensure that all door supervisors will sign on duty as they start work and off duty when they are leaving. Fluorescent jackets or tabards shall be worn by all door supervisors.

Any queue forming outside the premises will be monitored by door staff to prevent nuisance and to give early identification of individuals or groups who will not be permitted access to the premises.

The Licence Holder will ensure that individuals who are drunk, disorderly or both will not be permitted access to the premises and search facilities will be available at the entrance. Persons suspected of being unlawfully in possession of drugs will be searched. Any person declining being searched by door staff will not be granted access to the premises.

The Licence Holder will ensure that the Door staff will strictly enforce and comply with Rainbow Live Music Venue Drugs Policy and will be sited throughout the premises in positions dictated by the Event Management Plan and/or as agreed with West Midlands Police.

The Licence Holder shall ensure the conduct of patrons leaving premises will be supervised and monitored to minimise potential nuisance. Similarly, conduct of the general public in vicinity will be monitored and the Police advised of inappropriate behaviour/unlawful activity.

The Licence Holder shall ensure that a fixed camera will be placed on the outside of the premises at the entrance with the ability to monitor any queue and the Door staff to augment the fixed camera and monitor any queue.

The Licence Holder will ensure that Personal radios will be provided by Management. When present on site, all door staff will be provided with personal radios permitting their being able to communicate with each other, their Management on site and the Management. The site will have its own "Operations Room", able to act as communications hub for the venue.

2c) Conditions consistent with, and to promote, public safety

The Licence Holder shall ensure that the maximum number of persons on the premises at any one time shall not exceed the number as is agreed with West Midlands Fire Service and West Midlands Police and fixed at any individual SAG meeting for each event and such capacity will not be exceeded.

Appropriate arrangements by way of fencing, gate systems, security or other provisions will be made, in agreement with Responsible Authorities, to prevent unauthorised access to the site.

Entrances and exits to the licensed premises including roadways, pedestrian routes and emergency vehicle routes will be kept clear at all times and will be adequately illuminated during periods of darkness. A lighting check will be carried out in consultation with the appropriate Responsible Authorities before the site is opened to the public.

Adequate lighting levels shall be maintained at all times within the event area.

All generators on site shall conform to the control measures set out in the Event Management Plan.

Suitable and sufficient firefighting provisions will be provided and maintained on site throughout the duration of each year's Events to the satisfaction of West Midlands Fire Service.

The fire retardancy characteristics of all tentage, drapes, scenery, or similar, used on or in any temporary structures on site will be to the satisfaction of West Midlands Fire Service.

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The siting of all vehicles, generators, tents, marquees, dressing rooms or similar, shall be arranged so as to provide fire breaks to the satisfaction of West Midlands Fire Service

Concessions and traders with cooking facilities shall be positioned and spaced to the satisfaction of West Midlands Fire Service.

No pyrotechnic or flame effects are to be used without the approval of West Midlands Fire Service.

The Licence Holder will appoint a suitably competent organisation to manage and provide suitably manned and equipped medical/first aid facilities on site to the satisfaction of the Responsible Authorities.

Details of all stages and public access and other key temporary structures will be included in the Event Management Plan

The Licence Holder will ensure that arrangements and special provisions for disabled persons, namely access and egress routes, car parking, sanitation facilities and viewing areas as agreed with the Responsible Authorities are provided and maintained for the duration of the event.

All food vendors and traders will be available for inspection by enforcement officers of the Council at all reasonable times. The Licence Holder will facilitate and support authorised officers undertaking their enforcement duties.

No glass containers shall be sold or distributed in the event areas.

The Licence Holder will ensure that all emergency exits are clear, accessible and maintained for the duration of the event.

All on site safety signage will comply with appropriate guidance given in the Event Safety Guide (or any replacement guidance subsequently issued).

2d) Conditions consistent with, and to promote the prevention of public nuisance

The Licence holder shall ensure that whenever regulated entertainment takes place within the licensed premises, such entertainment will not be such as to be a statutory nuisance in the nearest noise sensitive or residential premises.

Until 23:00 hours the sound level from the premises shall not exceed 65 dB LAeq(15 minutes) at the facade of any residential premises.

After 23:00 hours, sound from the premises shall be inaudible inside any residential premises as perceived by an Officer of a Responsible Authority.

The Licence Holder will comply with any reasonable requirements as to noise made during the event by the appropriate Responsible Authority.

The Licence Holder will appoint a litter management company.

The Licence Holder will ensure that waste generated from sanitary and washing facilities is properly disposed of. A service schedule will be contained within the Event Management Plan.

Door supervisors shall supervise and where necessary take appropriate action to control the behaviour of patrons in the vicinity of the premises to ensure that patrons do not cause noise nuisance to residents.

The Premises Licence Holder and/or the Designated Premises Supervisor shall ensure that all litter deposited in the vicinity of the premises is cleared within 6 hours of cessation of activities, and periodically during an event as necessary.

At least 4 weeks prior to an event, the Licensee shall submit for approval to Environmental Health a draft

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letter of information incorporating details of the time and date of the event and a contact telephone number (response hotline) of a responsible person who will be present for the duration of the event that can be used by occupiers if they feel they are suffering intrusive noise. Accompanying this letter shall be a list of local occupiers who may be affected by noise from the event. Once approved by Environmental Health the letter shall be delivered to the agreed list of local residents at least 2 weeks before the event.

At least 2 weeks prior to an event, the Licensee shall provide a sound monitoring method statement to Environmental Health. This shall include but not be limited to details of the sound engineer who will carry out the monitoring, the method and locations to be monitored, and actions to take in response to complaints made to the responsible person via the response hotline. Once approved by Environmental Health the method statement shall be implemented during the event.

The sound monitoring shall be carried out by a person deemed competent by Environmental Health. This person shall have direct influence over the level of sound provided through the sound system, and the authority to make any adjustments necessary to ensure compliance with the noise limits.

Results of sound monitoring shall be provided to Environmental Health within 7 days of the event finishing.

At least one member of the management team working during an event shall hold the Institute of Acoustics Certificate of Competence in Environmental Noise Measurement (or other qualification agreed with Environmental Health). At least two members of the management team working during an event shall hold an alternative qualification regarding noise and public nuisance as agreed with Environmental Health.

The Premises Licence Holder will assign a member of security to 181 High Street, Deritend, Birmingham B12 0LD when large events are in the Arena or large events are in the Rainbow Warehouse/Air Car Park or when the Rainbow Venues have street closures.

Events in the Air Car Park will be limited to no more than three per calendar year.

The Premises Licence Holder will install a gate/roller shutter to the entrance of 181 High Street, Deritend, Birmingham B12 0LD and to the communal alleyway access to the properties and ensure this is maintained.

A member of security will be introduced to the occupier of 181 High Street, Deritend, Birmingham B12 0LD at least three working days before any such event that requires security. The security must be at 181 High Street, Deritend, Birmingham B12 0LD one hour before the start of any show in order to deter people from coming down the alleyway and protect 181 High Street, Deritend, Birmingham B12 0LD from damage or prevent the alley being used to gain unlawful access or soliciting/public nuisance/urinating.

All external promoters and flyer staff will have to sign a community policy where they agree not to flyer or trespass in the alleyway adjacent to 181 High Street, Deritend, Birmingham B12 0LD.

A signed copy of the agreement entered into between the Premises Licence Holder and the occupier of 181 High Street, Deritend, Birmingham B12 0LD is available for inspection at the premises if required.

2e) Conditions consistent with, and to promote the protection of children from harm

The premises shall adopt the Challenge 25 Scheme and appropriate signage will be placed at the entrance to the premises and adjacent to any bar server. The premises will operate a policy whereby any person attempting to buy alcohol or any person attempting to gain entry to the premises who appears to be under 25 will be asked for photographic ID to prove their age. The only ID that will be accepted is a passport, driving licence with a photograph or an accredited proof of age card bearing the PASS mark hologram.

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Annex 3 – Conditions attached after hearing by licensing authority

3a) General committee conditions

N/A

3b) Committee conditions to promote the prevention of crime and disorder

N/A

3c) Committee conditions to promote public safety

N/A

3d) Committee conditions to promote the prevention of public nuisance

N/A

3e) Committee conditions to promote the protection of children from harm

N/A

BIRMINGHAM CITY COUNCIL



LICENSING ACT 2003
PREMISES LICENCE SUMMARY

Premises Licence Number:

4339 / 3

Premises details:

Postal address of premises, or if none, ordnance survey map reference or description

Air Car Park
Car Park adjacent to 49 Heathmill Lane
Digbeth

Post town:

Birmingham

Post Code:

B9 4AE

Telephone Number:

Not Specified

Where the licence is time limited the dates

N/A

Licensable activities authorised by the licence

- | | |
|----|--|
| A | Plays |
| B | Films |
| C | Indoor sporting events |
| D | Boxing or wrestling entertainment |
| E | Live music |
| F | Recorded music |
| G | Performances of dance |
| H | Anything of similar description to that falling within (live music), (recorded music) or (performances of dance) |
| L | Late night refreshment |
| M3 | Sale of alcohol by retail (both on & off the premises) |

The times the licence authorises the carrying out of licensable activities

Monday - Sunday	08:00 - 06:00	A , B , C , D , E , F , G , H , M3
	23:00 - 05:00	L

The opening hours of the premises

Monday - Sunday	08:00 - 06:00
-----------------	---------------

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On and Off Supplies

BIRMINGHAM CITY COUNCIL

Name, (registered) address of holder of premises licence MJR Group Limited 16 Charnwood Drive	
Post town: Cardiff	Post Code: CF23 8NN
Registered number of holder for example company number or charity number (where applicable) 09988159	
Name of designated premises supervisor where the premises licence authorises for the supply of alcohol Benjamin Newby	
State whether access to the premises by children is restricted or prohibited The offence provisions of the Licensing Act 2003 (ss 145 – 153) apply to the premises.	

Dated 06/03/2018



Bhapinder Nandhra
Senior Licensing Officer
For Director of Regulation and Enforcement



TRAMSHED
CLARE ROAD, CARDIFF, CF11 6QP

J Hus Operation Schedule – Sunday October 22nd

Revised: 22/10/2107

Prepared by: (both onsite for event)

Benjamin Newby, MJR Director of Operations (License Holder)

James Board, Director, Citi Security

Licensees on premise for Event:

Jac Broodryk, General Manager

Barbara Harrison, Assistant Manager (DPS)

Risk Assessment:

Aim: Elevate security measures and adjust usual operations to increase safety of the guests and promote the licensing objectives for J-Hus live performance at Tramshed, Cardiff.

Operational Adjustments:

- Cinema closed for the entire day and night to prevent uncontrolled access
- Waiting Room and venue closed all day until 18:30 on Sunday October 22nd (usually open from noon)
- Access to all areas of the venue will be ticket or access pass only during designated times
- Morning building search performed at 10:00 by citi security for any weapons or suspicious packages
- One member of security on site through day with 2 venue management and one tech manager
- Member of security will manage all entrance and exit through back gate during tech load in and sound check
- Security search at 18:00 pm of whole venue by Citi Security
- Open doors at 18:45. 45 mins earlier than advertised so queue is kept at a minimum and decrease congestion on Pendyris Street
- Close Waiting Room at start of J Hus performance (usually open until 11.30pm on Sunday) to allow for controlled and focused dispersal avoiding distractions and encourage a singular exit route from the venue once the performance finishes
- Back entrance to be manned through day and night until crowd has dispersed.

Front Entrance Management

- Mature team on front door – non-threatening, firm, enforces arena style security over nightclub
- All admits through small front door gate only. Large gate will be closed to prevent risk of rushed door
- Any guests appearing as a potential issue or in large groups will be:
 - 4 persons admitted at a time
 - Searched, swiped and then directed into venue
 - When at venue door next person will be admitted
 - To prevent congregation of individuals that might infuriate a refusal situation
- 2 x Metal detectors in operation
- Pat down searches
- Main room mezzanine cleared of all furniture other than disabled area requirements
(continued next page)

Tramshed
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Company Number: 9331751
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Registered Office Address: 16 Charnwood Drive, Pontrennau, Cardiff, CF23 8NN

- Emphasise right to refuse entry in the case of intoxication and attitude
- Queue will be informed of search and metal detector in use. Refusal to be searched, will result in refusal of admittance. To prevent drugs or weapons potentially entering the premises.
- Vulnerable and persons detained will be taken to raised area outside waiting room or in waiting room from closure of area.

Citi Security SIA Positioning and Numbers during event (all security outside will be in hi vis vests)

- Positions: 18:30 to 20:00
 - 9 on front gate from 18:30
 - 2 managing outside and queue
 - 5 carrying out searches, ticket and ID checks at four search stations (these will be cleared for dispersal)
 - 2 allocating guests to search and managing single entrance
 - 1 on back door onto Pendyris Street to prevent fire exit access from street (body cam)
 - 2 on back gate to prevent back area access (1 x body cam)
 - 1 stage left (body cam)
 - 1 stage right (body cam)
 - 1 artist entry point (body cam)
 - 2 in foyer
 - 1 in mezzanine (body cam)
 - 1 in vip toilet corridor (body cam)
 - 1 in cocktail bar (body cam)
 - 2 in main room
- Positions: 20:00 to 22:30
 - All positions above will be held the same other than front door
 - Front door security will relocate as follows:
 - 3 remain on front door
 - 2 relocate to pit
 - 1 relocate to mezzanine vip area
 - 3 will move into main room
- Dispersal: 22:30 to Close N.B. Large gate to be open to aid quicker dispersal and all venue doors will be open to increase exit points:
 - 2 will join at back gate totalling to 4
 - 2 move to front door
 - 2 to remain in main room
- 22 total: 1 female 21 male



TRAMSHED
CLARE ROAD, CARDIFF, CF11 6QP

Licensing Notes:

- Camera issues resulting from licensing and email received on Friday October 20th.
- Tramshed had a camera review visit in May 2017 with licensing. Instructed to add 4 new cameras including a PTZ these were installed within 2 weeks.
- Additional cameras will be installed next by Friday October 27th. Body cams will be in use to cover noted areas for event:
 - VIP stairs and corridor, including toilet area – **covered by security with body cam**
 - Passageway between VIP and 1st floor viewing area – **covered by security with body cam**
 - VIP first floor viewing area is only covered by one camera and there is an obstruction hanging down from the ceiling which is prohibiting the coverage of the area you used for wheelchairs – **obstruction will be removed and security with body cam in area**
 - CCTV camera in foyer of main entrance is partially covered by an electronic promotions screen – **obstruction will be removed**
 - Passageway between foyer and main ground floor area have no CCTV coverage – **covered by security with body cam**
 - Insufficient coverage of main ground floor public area with cameras including front of stage - **covered by security with body cam**
 - Ground floor toilet corridor leading to fire exit has no CCTV cameras - **covered by security with body cam**
 - Gazebo in front yard area obstructing full camera coverage - **obstruction will be removed**
- Show is 14+. Ticket demographics already sent
- Backstage rider: Spirit/Wine bottles will be decanted into plastic carafes. All other glass single serves will be decanted in plastic cups.
- Alcohol will be served from 6.30pm until end of show. Usually serve until 11.30pm
- Glassware will not be used across the site and will be plastics only
- Wristband 18+ on request for sale of alcohol. No wristband, no service of alcohol
- Maximum 2 drink purchase per transaction
- Additional security placements to ensure visible, non-threatening security presence at all times
- Venue Staffing:
 - 14 Bartenders
 - 2 Management
 - 1 MJR Rep: Connor Cupples
 - 3 Directors
 - 21 Security

Run of Show

Set and Tour Production Arrival: 09:00

J Hus Soundcheck: 16:00

Support Load in: 18:00

Support Soundcheck: 18:00

Early Doors: 18:45

Tramshed
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TRAMSHED
CLARE ROAD, CARDIFF, CF11 6QP

Advertised doors: 19:30
(Continued next page)
Opening Act: 19:45 to 20:00
Support: 20:05 to 20:20
Main Support: 20:25 to 20:45
J Hus: 21:10
Curfew: 23:00

Support Artists:

Stage Name: DC

Real name: Richard Olarinoye

Date of Birth: (

Home address: '

Stage Name: Young T

Real name: Ra'Chard Shakur Tucker

Date of Birth:

Address:

Stage Name: Bugsey

Real Name: Adedoyin Julius-Adewuyi

Date of Birth:

Address:

Group: NSG

Stage Name: OGD

Real Name: Denis Mensah

Date of Birth:

Address: '

Stage Name: Papii Abz

Real Name: Abdul-Jalaal Adeyinka Arowosaye

Date of Birth:

Address:

Stage Name: Mojo

Real Name: Matthew Ojo

Date of Birth:

Address:

Re: Vehicles N.B. These will be sent tmw when vehicles are collected:

From agent: *The vehicles used are to be hired in so these details can't be supplied until this is picked up, once more details are confirmed regarding the full touring crew I will add to it*

Tramshed
Alchemy Tramshed Ltd
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Registered Office Address: 16 Charnwood Drive, Pontrennau, Cardiff, CF23 8NN



TRAMSHED
CLARE ROAD, CARDIFF, CF11 6GP

N.B. I have requested for confirmation that there will be not be any other vehicles coming down and if there are to get the license plate number.

1 x Articulated Truck (All Shows) -
1 x Crew Splitter Van -
2 x Artist Cars -
1 x Reps Car -- Liz Collins (Rep) Reg: LV57
1 x SJM Runner - James Harris (Runner)
Support Vehicles -Reg: GF66

Guestlists

Traveling with J Hus:

J Hus -
Mohammed Bah -
Mohamed Jalloh -
Nick Mathius -

MJR Glist

Huw Bunford () + 2 – Super Furry Animals guitarist

Carlsberg

Rich Mansfield (father bringing his daughter and her friends and is our Senior Carlsberg Rep)
Tom Gibson
Jess Tyler
Saren Mansfeild
Hannah Pugh

Capital FM

Matt Lissack
Andy Taylor
Polly James

Venue J-Hus glist:

Sam Tonna
Ketan Richards
Dean Carroll
Jack Adam-Jones
Laura Elizabeth Almond -
Tamara Chamberlain -
Victoria Roberts-Burt -

Tramshed
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VAT: GB 219 2225 28

Registered Office Address: 16 Charnwood Drive, Pontrennau, Cardiff, CF23 8NN



Yungen Operation Schedule – Monday 20 November

Prepared by: Jac Broodryk

Benjamin Newby, MJR Director of Operations (License Holder)

James Board, Director, Citi Security

Licensees on premise for Event:

Jac Broodryk, General Manager

Barbara Harrison, Assistant Manager (DPS)

Risk Assessment:

Aim: Elevate security measures and adjust usual operations to increase safety of the guests and promote the licensing objectives for Yungen live performance at Tramshed, Cardiff.

Licensing Objectives to adhere to:

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance
- the protection of children from harm

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TRAMSHED
CLARE ROAD, CARDIFF, CF11 6QP

GIG/TOUR	Yungen
DATE	20 th November
VENUE	Cardiff Tramshed
VENUE ADDRESS	Tramshed, Clare Rd, Cardiff, CF11 6QP

KEY PERSONNEL:

PERSONNEL	NAME	EMAIL	PHONE
Promoter	Oscar Tuttiett	Oscar.tuttiett@	
Promoter Advance/Rep	Toby Sheppard	tobyshepp@	
Yungen Management contact	Isaac Kyerematen	Isaac@	
Yungen Contact 2	Kingsley Williams	Kingsley@	
Sneakbo Contact	TBC		
Hardy Caprio Contact	Sam Walker	Sam@	

SHOW SCHEDULE

LOAD IN	
Tour Bus Arrival	9am
Rep get in	1pm
Yungen get in	2pm
Yungen soundcheck	2pm – 4.30pm
Sneakbo soundcheck	4.30pm – 5pm
Hardy Caprio soundcheck	5pm – 5.30pm
DJ Charlsey soundcheck	5.30pm – 6pm

Tramshed
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Operational Adjustments:

- Cinema closed for the entire day and night to prevent uncontrolled access
- Waiting Room and venue closed all day.
- Access to all areas of the venue will be ticket or access pass only during designated times
- 2 venue management and one tech manager all through the day
- Member of security will manage all entrance and exit through back gate during tech load in and sound check. 2pm start.
- Security search at 18:00 pm of whole venue by Citi Security
- Open doors at 18:30, 30 mins earlier than advertised so queue is kept at a minimum and decrease congestion on Pendyris Street
- Close Waiting Room at start of J Hus performance (usually open until 11.30pm on Monday) to allow for controlled and focused dispersal avoiding distractions and encourage a singular exit route from the venue once the performance finishes. Use Waiting Room as a holding safe area.
- Back entrance to be manned by supervisor (high vis vest) throughout night until crowd has dispersed.

Front Entrance Management

- Mature team on front door – non-threatening, firm, enforces arena style security over nightclub
- All admits through small front door gate only. Large gate will be closed to prevent risk of rushed door
- Any guests appearing as a potential issue or in large groups will be:
 - 4 persons admitted at a time
 - Searched, swiped and then directed into venue
 - When at venue door next person will be admitted
 - To prevent congregation of individuals that might infuriate a refusal situation
- 2 x Metal detectors in operation
- Pat down searches
- Main room mezzanine cleared of all furniture other than disabled area requirements
- Emphasise right to refuse entry in the case of intoxication and attitude
- Queue will be informed of search and metal detector in use. Refusal to be searched, will result in refusal of admittance. To prevent drugs or weapons potentially entering the premises.
- Vulnerable and persons detained will be taken to raised area outside waiting room or in waiting room from closure of area.

Citi Security SIA Positioning and Numbers during event (all security outside will be in hi vis vests)

- Positions: 18:15 to 20:00
 - 8 on front gate from 18:30
 - 2 managing outside and queue
 - 5 carrying out searches, ticket and ID checks at four search stations (these will be cleared for dispersal)
 - 1 allocating guests to search and managing single entrance
 - 1 supervisor on back door onto Pendyris Street to prevent fire exit access from street (body cam)
 - 2 supervisors with high vis vests on back gate to prevent back area access (1 x body cam)

Tramshed

Alchemy Tramshed Ltd

Company Number: 9331751

VAT: GB 219 2225 28

Registered Office Address: 16 Charnwood Drive, Pontrennau, Cardiff, CF23 8NN



TRAMSHED
CLARE ROAD, CARDIFF, CF11 6QF

- 1 stage left (body cam)
- 1 stage right (body cam)
- 1 artist entry point (body cam)
- 2 in foyer
- 1 in mezzanine (body cam)
- 2 in main room
- Positions: 20:00 to 22:30
 - All positions above will be held the same other than front door
 - Front door security will relocate as follows:
 - 3 remain on front door
 - 2 relocate to pit
 - 1 relocate to mezzanine vip area
 - 3 will move into main room
- Dispersal: 22:30 to Close N.B. Large gate to be open to aid quicker dispersal and all venue doors will be open to increase exit points:
 - 2 will join at back gate totalling to 4
 - 2 move to front door – outside the venue for dispersal.
 - 2 to remain in main room
- 16 door staff in total: 2 female and 14 male.
- 3 stewards

Licensing Notes:

- Camera issues has been rectified and all in working order.
- Tim Davies is happy with this but wants to see footage of a busy night before signing off. 10th November to be recorded at busiest time.
- 8 Body cams to be used during the night.
- Show is 14+. Ticket demographics already sent
- Alcohol will be served from 6.30pm until end of show. Usually serve until 11.30pm
- Glassware will not be used across the site and will be plastics only
- Wristband 18+ on request for sale of alcohol. No wristband, no service of alcohol
- Maximum 2 drink purchase per transaction
- Additional security placements to ensure visible, non-threatening security presence at all times
- Venue Staffing:
 - 12 Bartenders
 - 3 Management
 - 1 MJR Rep: Meridian Ayres-Bowen
 - 16 Security
 - 2 Box Office
 - 1 Cloakroom

Tramshed
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Company Number: 9331751
VAT: GB 219 2225 28

Registered Office Address: 16 Charnwood Drive, Pontrennau, Cardiff, CF23 8NN



Run of Show

DOORS 7pm

DJ CharlseY 7.30pm – 8pm

Hardy Caprio 8pm – 8.30pm

DJ CharlseY 8.30pm – 8.45pm

Sneakbo 8.45pm – 9.15pm

DJ CharlseY 9.15pm – 9.30pm

Yungen 9.30pm – 10.45

CURFEW 11pm

BACKSTAGE CURFEW 12.30am

Yungen

Born: [redacted], South London, London

Full name: CJ Brooks

Nationality: English

Albums: Project Black & Red, Tha New Era Project

Record labels: New Era Music/Ent., PLAY DIRTY

Award Nominations: MOBO/Mercury

This is the 5th show we have had nationally with this artist and he has moved from club to hard ticket, live shows over the last 8 months.

Sneakbo

Born: [redacted], Brixton, London

Full name: Agassi Babatunde Odusina

Nationality: English

Albums: Certified

Record labels: JETSKIWAVE RECORDS

Award Nominations: MOBO Awards

Hardy Caprio

Born: [redacted], Croydon, London

Full name: Hardy Caprio

Nationality: English

Albums: The Hollywood EP, Hardy Season EP

Record labels: White Label

Award Nominations: KA RATED AWARDS – BEST BREAKTHROUGH ARTIST

Tramshed
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Guest List:

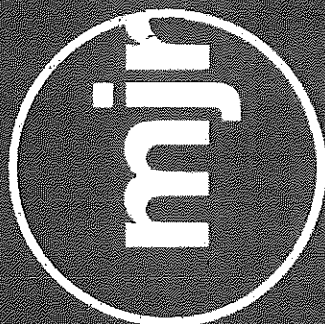
Yasmin Miller-Douglas.

Tia Bryant

Lanaya Louise Huckle

Mathew Harris plus 1.

Tramshed
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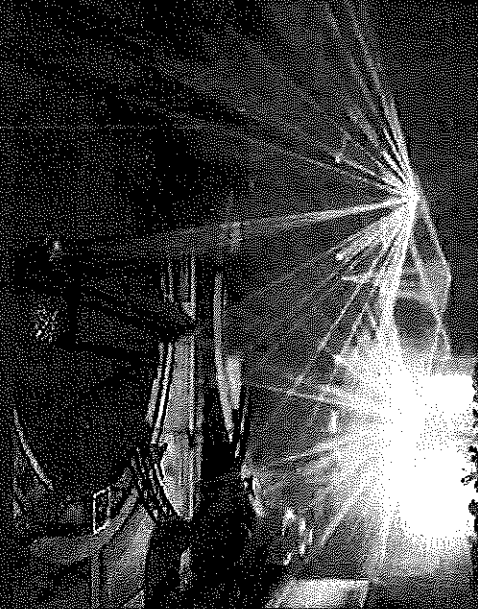


THE MJR GROUP

VENUE & INTERNATIONAL TOURING EVENT MANAGEMENT

The MJR Group is a leading provider of venue and international touring event management services. We have a proven track record of delivering exceptional results for our clients, and we are proud to be a part of the MJR Group. Our team of experienced professionals is dedicated to providing the highest quality service to our clients, and we are committed to ensuring that every event is a success. We have a proven track record of delivering exceptional results for our clients, and we are proud to be a part of the MJR Group. Our team of experienced professionals is dedicated to providing the highest quality service to our clients, and we are committed to ensuring that every event is a success.

THE MJR GROUP
VENUE PORTFOLIO



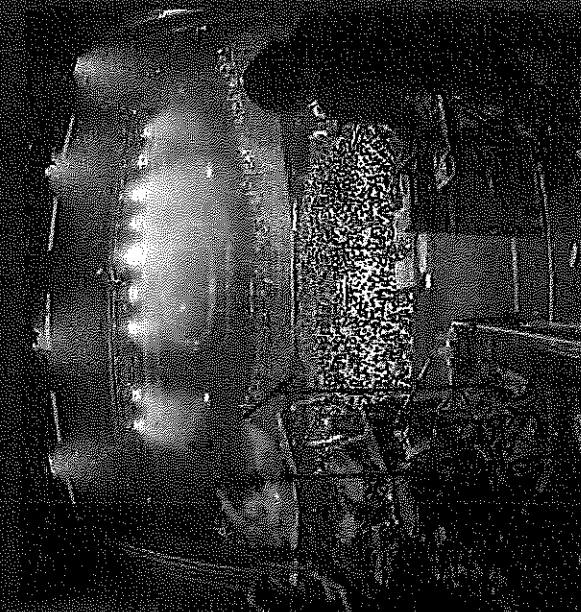
THE ASSEMBLY, LEAMINGTON (OV)

THE ASSEMBLY, LEAMINGTON, is a temporary venue and stage, designed for the 2012 Commonwealth Games. The venue was designed by the MJR Group and is a temporary structure, built for the Games and then dismantled after the event.



ST. GEORGE'S, CAMDEN (PV)

ST. GEORGE'S, CAMDEN, is a temporary venue and stage, designed for the 2012 Commonwealth Games. The venue was designed by the MJR Group and is a temporary structure, built for the Games and then dismantled after the event.



ENGINEERS, SOUTHAMPTON (PV)

ENGINEERS, SOUTHAMPTON, is a temporary venue and stage, designed for the 2012 Commonwealth Games. The venue was designed by the MJR Group and is a temporary structure, built for the Games and then dismantled after the event.

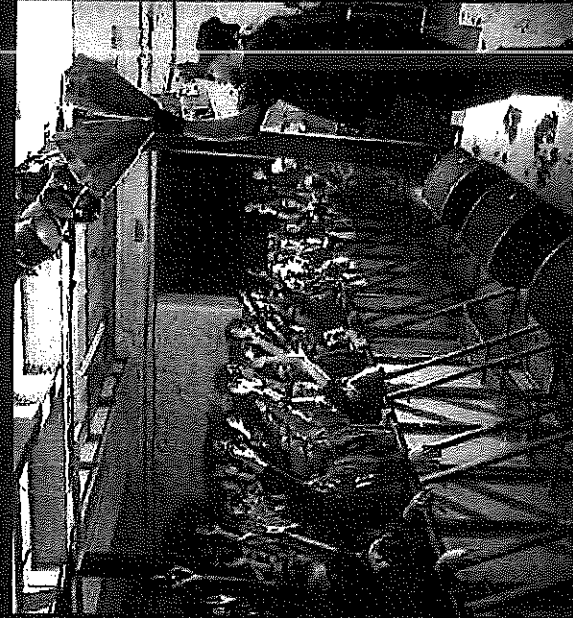
OV = OWNED VENUE PV = PARTNER VENUE

THE MJR GROUP
VENUE PORTFOLIO



THE GLOBE, CARDIFF (OV)

Cardiff International Centre, Cardiff, Wales. The venue is a former council headquarters and has been converted into a modern event space.



WARRIOR FACTORY, BRISTOL (PV)

Warrior Factory, Bristol, England. A large, modern event space with a high ceiling and a stage area.

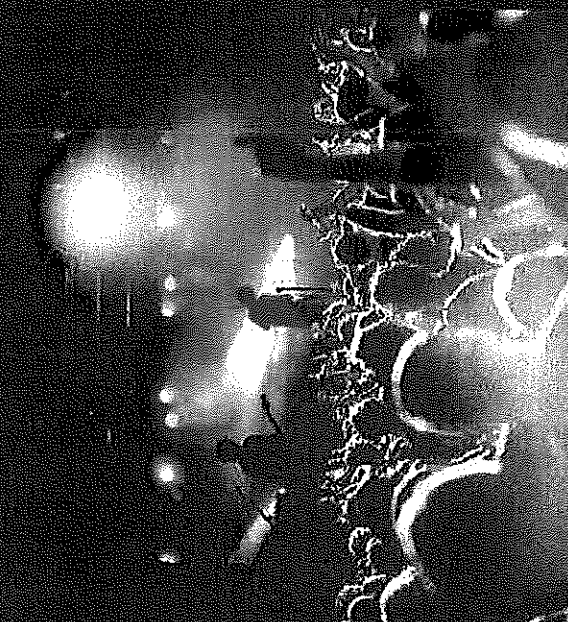


MOTION, BRISTOL (PV)

Motion, Bristol, England. A large, modern event space with a high ceiling and a stage area.

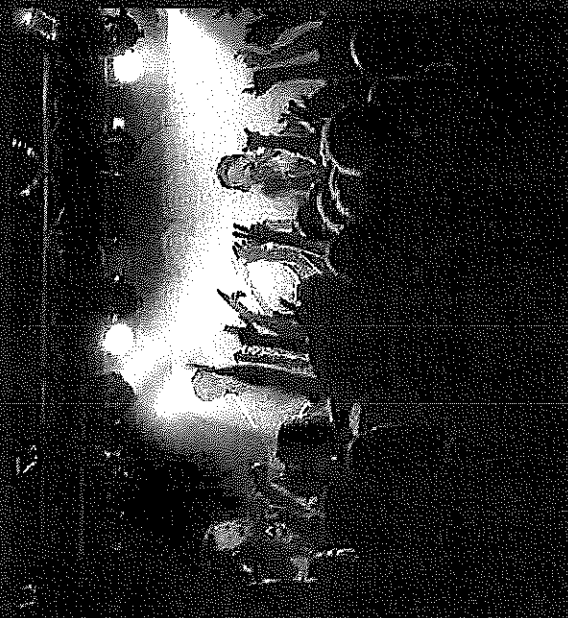
OV = OWNED VENUE PV = PARTNER VENUE

THE MJR GROUP VENUE PORTFOLIO



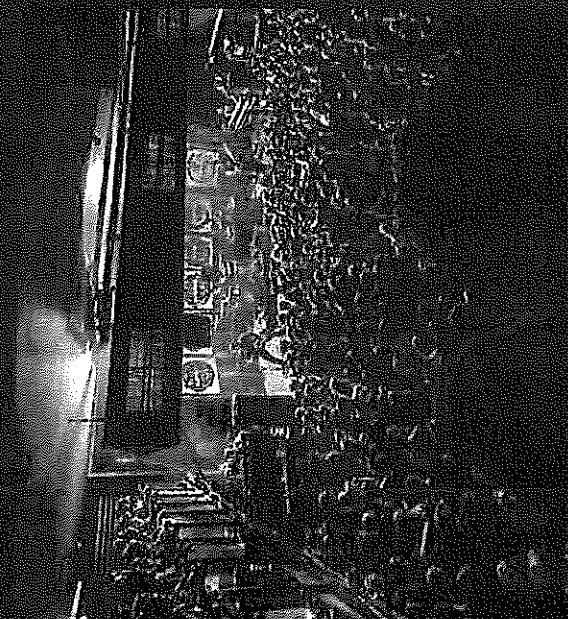
PLUG SHEFFIELD (OV)

THE PLUG SHEFFIELD VENUE IS A STATE-OF-THE-ART, 100,000-SQ-FT VENUE, LOCATED IN THE HEART OF SHEFFIELD, ENGLAND. IT IS A MULTI-USE VENUE, CAPABLE OF HOSTING A WIDE RANGE OF EVENTS, FROM CONFERENCES AND MEETINGS TO CONCERTS AND SPORTS EVENTS. THE VENUE IS A PARTNER VENUE.



SUPER READING (PV)

THE SUPER READING VENUE IS A 10,000-SQ-FT VENUE, LOCATED IN READING, ENGLAND. IT IS A MULTI-USE VENUE, CAPABLE OF HOSTING A WIDE RANGE OF EVENTS, FROM CONFERENCES AND MEETINGS TO CONCERTS AND SPORTS EVENTS. THE VENUE IS A PARTNER VENUE.



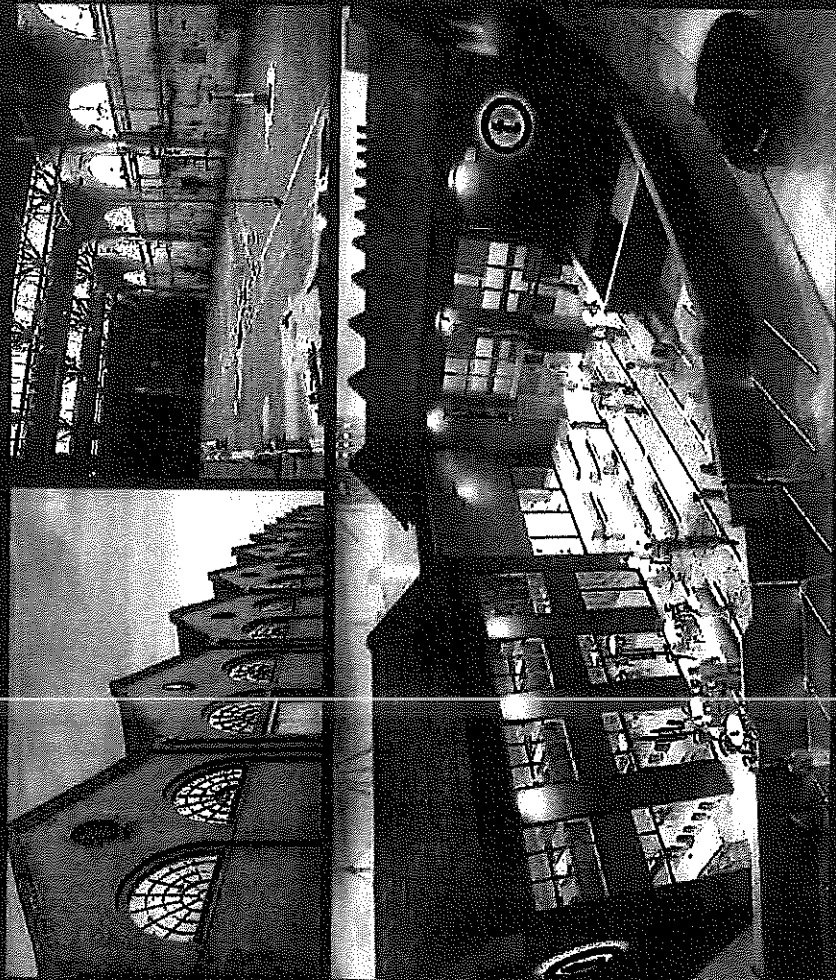
TRANSMED GARDEN (OV)

THE TRANSMED GARDEN VENUE IS A 10,000-SQ-FT VENUE, LOCATED IN GARDEN, ENGLAND. IT IS A MULTI-USE VENUE, CAPABLE OF HOSTING A WIDE RANGE OF EVENTS, FROM CONFERENCES AND MEETINGS TO CONCERTS AND SPORTS EVENTS. THE VENUE IS A PARTNER VENUE.

OV = OWNED VENUE PV = PARTNER VENUE



CASE STUDY: TRAMSHED





THE MJR GROUP THE CINEMA AT TRAMSHED

The Cinema at Tramshed is a unique and historic venue, located in the heart of Cardiff. It is a perfect place to enjoy a film, a drink, and a bite to eat. The Cinema is a historic building, which has been converted into a modern cinema. It is a perfect place to enjoy a film, a drink, and a bite to eat.

The Cinema at Tramshed is a unique and historic venue, located in the heart of Cardiff. It is a perfect place to enjoy a film, a drink, and a bite to eat. The Cinema is a historic building, which has been converted into a modern cinema. It is a perfect place to enjoy a film, a drink, and a bite to eat.

PASSENGER SEATS

46 VINTAGE SEATS FROM FIRST CLASS
BRITISH AIRWAYS CABIN

SCREEN SIZE: 5159mm x 2501mm

TECHNICAL

IN-FLIGHT MENU

CRAFT BEER, BOUTIQUE COCKTAILS,
SWEET & SAVOURY SNACKS

IN-FLIGHT ENTERTAINMENT

2 SHOWINGS PER DAY, 7 DAYS A WEEK

CHARTER THE CINEMA

FOR PRIVATE HIRE, BIRTHDAYS,
GAMING EVENTS AND MORE
CONTACT: CHARLEY@TRAMSHEDCARDIFF.COM



TRAMSHED





THE MJR GROUP REFERENCES

TO FURTHER DISCUSS THE POSITIVE SOCIAL AND ECONOMIC IMPACT OF THE TRANSMISHED DEVELOPMENT PLEASE FEEL FREE TO CONTACT OUR REFERENCES

KEN POOLE

HEAD OF ECONOMICS FOR WALES

TEL: 01495 400134

SIMON BASTON

DIRECTOR OF ds PROPERTIES LIMITED

01495 400134



Date: 9th May 2018
Ref: A1303 TN01
By: Chris Borak: Ion Acoustics
To: Curtis King: MJR

Scheme: The Mill, Lower Trinity Street, Birmingham
Title: Noise Risk Assessment for Licencing

1.0 Introduction

Ion Acoustics is appointed by MJR Group to advise on noise issues for the use of the proposed Mill Live Music Venue on Lower Trinity Street, Digbeth, Birmingham as a live music Venue. Ion Acoustics met representatives from Birmingham City Council, including Paul Samms and Martin Key, at the venue on the 2nd May 2018 to discuss noise. As part of the licencing discussions they have requested a Noise Risk Assessment be provided for the building.

The building was formerly, until recently, a night club known as The Rainbow and has therefore operated as a venue with high levels of music noise for many years. The Rainbow Club lost its licence following a drug related death in November 2017. We understand that there was some history of noise complaints relating to The Rainbow but that there had not been any substantiated complaints relating to music noise from the club since improvements to the building fabric were made in 2013.

The proposed live music at the venue will typically continue until 23:00 hrs. Typically the venue would then manage dispersal of patrons over the next hour until midnight. The option to continue later than midnight with recorded music has been discussed as a potential use as this may be advantageous in terms of the graduated dispersal of patrons at the end of a gig.

As well as the site visit with BCC representatives Ion Acoustics also carried out noise monitoring during a recent live music event in Digbeth Arena immediately opposite the proposed venue on Lower Trinity Street. The event was run by MJR group on the 5th May 2018. Ion Acoustics were advised on the location of local noise sensitive receptors for the Digbeth Arena monitoring by Martin Key of BCC. Noise sensitive receptors for the proposed Mill venue were also discussed in the meeting with BCC on the 2nd May and it was advised that the receptors would be the same as for the Digbeth Arena event.

2.0 Assessment

General arrangement plans of the proposed venue are presented in Figure 1 & 2 and an annotated aerial photograph of the site and surroundings is provided in Figure 3. Figure 3 shows the nearest sensitive receptors and also identifies a number of other night time entertainment venues and establishments in the area. The proposed licence boundary is indicated with a red line in Figure 1 & 2. The main performance space is shaded red. For some events, there may be recorded music in the bar area to the east but it would be operationally necessary for this to be at a low level relative to music in the main performance space to avoid spill impacting on the live music; its levels would therefore be insignificant in respect of noise emissions from the building. Furthermore, there will be no music (live or recorded) on the roof terrace or the ground floor external area. The noise risk associated with each area of the proposed venue is discussed separately below.

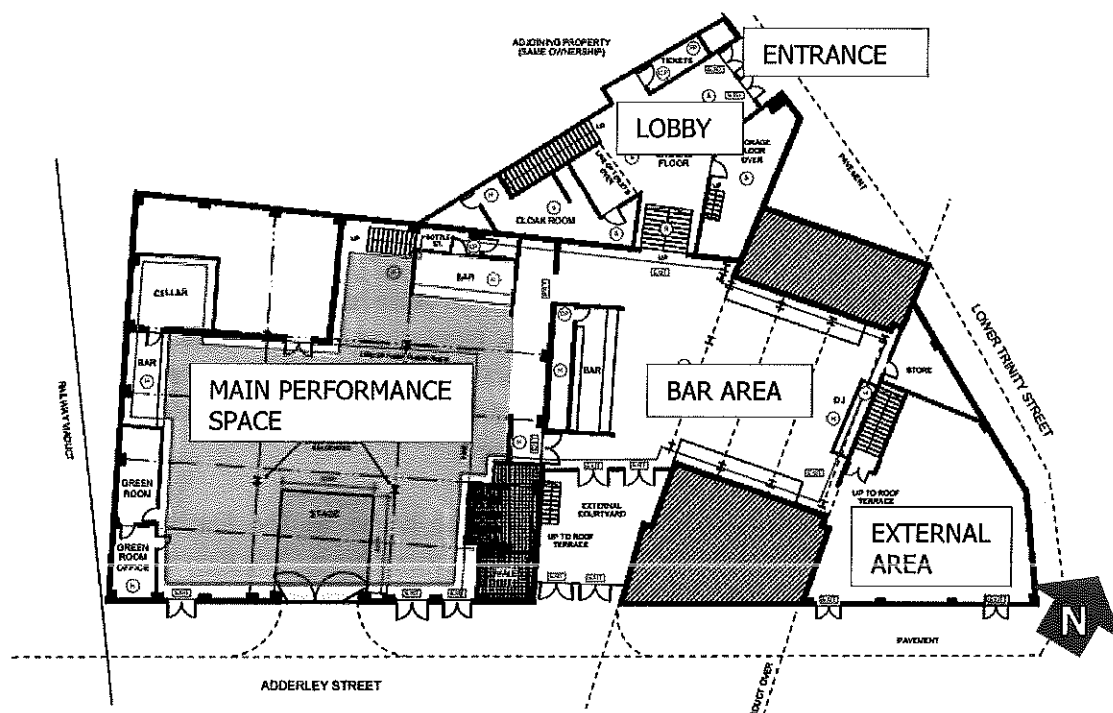


Figure 1: Ground floor plan of proposed Mill live music venue

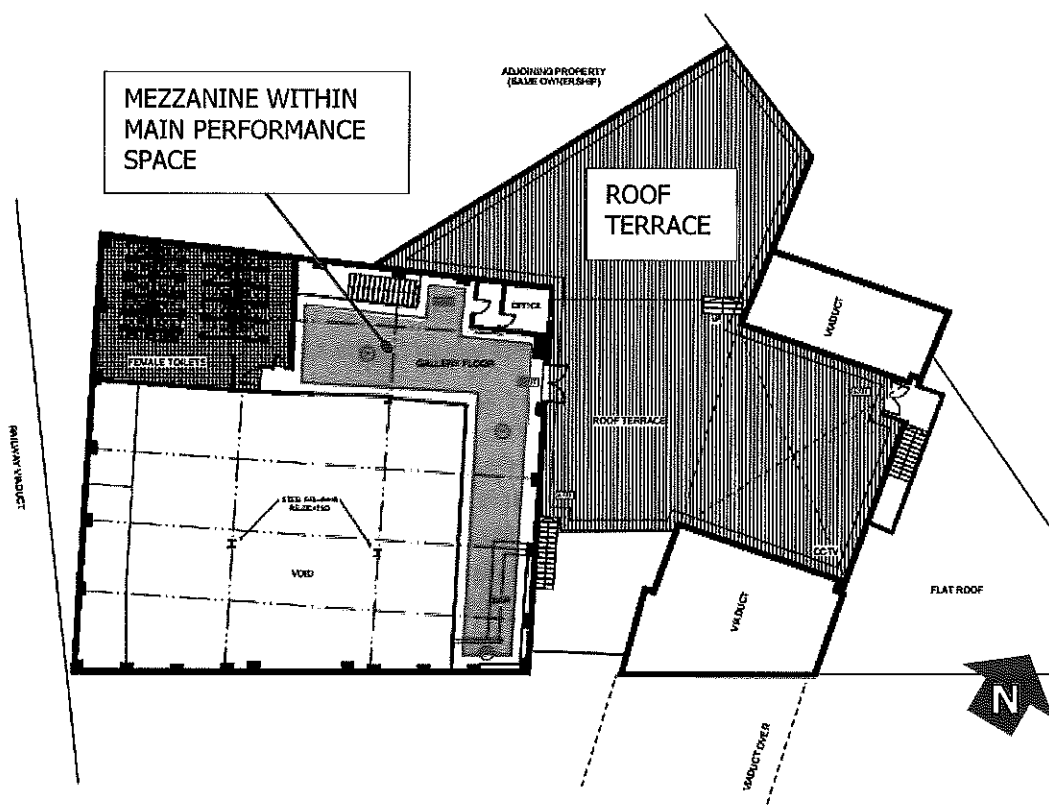


Figure 2: First floor plan of proposed Mill live music venue



Figure 3 – Proposed site and surroundings (Image from Google Maps)

Main Performance Space

The main performance space is accessed through a lobbied entrance on Lower Trinity Street. It is a double height space with a mezzanine floor facing the proposed stage to the south east. Music will be from the house PA with two primary speaker hangs facing north west. Additional small loudspeakers further back on and under the mezzanine will provide additional support in shadowed areas. The only music noise not under the direct control of the venue management will be the bands own back line. Operationally this this would need to not be significant relative to the overall level from the house PA. An overly loud back line will negatively impact sound quality within the venue and therefore the house sound engineers will always seek to avoid this.

The maximum noise level in the main performance space (set by MJR) will be 108 dBA. However, the average noise levels will be lower than this and many acts would wish to operate at a lower level in any case. This is particularly the case for live music which tends to be more variable then recorded dance music and also include periods of quiet in between songs which DJs usually seek to avoid.

The walls of the buildings are single skin brick. The large door to the rear of the stage has been blocked up with blockwork. This may have been part of the building envelope improvements

undertaken by the former managers of the Rainbow Club. There are no plans as part of the new use to reinstate this door. Internal partitions to the green room and other parts of the building will minimise noise breakout through the external walls around much of the perimeter of the main performance space.

The largest area of external wall is to Adderley Street to the south east. There are also three fire escapes in the south east (Adderley Street) façade. Therefore, there is a greater risk of noise breakout via the Adderley Street façade than other facades. However, the PA loudspeakers will point in the opposite direction and therefore noise levels at this wall will be lower than at other external walls. Furthermore, a large retaining wall and two viaducts will screen the surrounding area from noise from the Adderley Street façade of the venue, this is shown in Figure 4. And the identified noise sensitive receptors are to the north of the venue (in the opposite direction) and some distance away. We understand that the historic noise complaints had come from the Abacus building (around 200 m away) when the building was operated as the Rainbow Club. However, this is thought to be before the building envelope improvements works and may have resulted from noise breakout via the stage rear door which is now blocked up. In general, noise breakout via external walls of the main performance space is not expected to be significant.

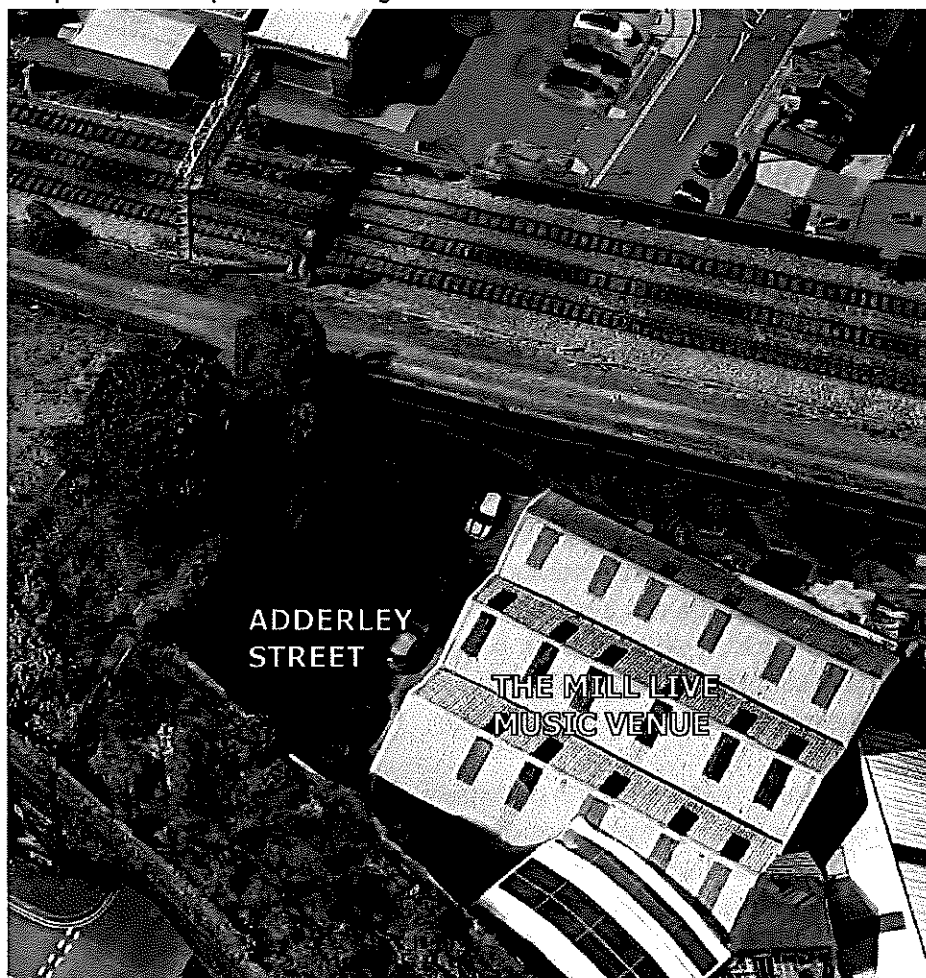


Figure 4 – Adderley Street (Image from Google Maps)



The roof is a light weight corrugated steel construction with insulation bonded to the soffit. The sound insulation provided by the roof is likely to be relatively poor compared to the walls. However, the proposed directional house PA will minimise noise incident on the roof probably more than the system used by the Rainbow Club did. Furthermore, the Mill venue will generally only operate up to 23:00 when the noise impact will generally be less and live music in general has proportionally less bass energy and lower average noise levels, due to the greater dynamic range and pauses between songs, then dance music of the type the Rainbow Club was known for. Therefore, as the Rainbow Club operated in the same space from 2013 to 2017 without noise complaints relating to music we believe there is little risk that the proposed Mill venue will be a significant noise impact.

Bar Area

Music noise levels in the bar to the east of the main performance space will typically be much lower than in the main performance space. This area is physically linked through openings to the main performance space. The external walls are also single skin brick and the roof is the same basic structure but includes a plasterboard suspended ceiling with mineral fibre in the cavity. This will significantly improve the sound insulation of the roof compared to the main performance space. Therefore, there is little risk of music noise break out from the bar area causing a significant impact. The bar area leads out to the ground floor external area. Martin Keys of BCC raised concerns over noise breakout via the fire door which provides access from the bar area to the ground floor external area. This is the only door to the bar or main performance space which is not lobbied and may need to remain open at times for fire reasons. The risk associated with this is minimal given that the noise impact would be on Lower Trinity Street which is home to a number of other clubs which all have completely open roller shutter doors to areas with amplified music when operating (Mama Roux's, Next Door & Spotlight). Nevertheless, we would recommend that before the ground floor external area is used during events the need for the door to the bar area to remain open and the potential for significant noise breakout via this path is assessed. If necessary the door could be lobbied but the need for this can be assessed during operation of the venue as it is not considered likely to be necessary at this stage.

Roof Terrace

There will be no amplified music on the roof terrace. Noise from people on the roof terrace is unlikely to be significant given that the nearest receptor is 130m away and screened from the roof terrace by the railway viaduct and other buildings. Other night time entertainment noise sources such as Mama Roux's, Next Door & Spotlight and the Monastery are likely to be more significant.

Other Spaces

All other spaces in the building will have no live or amplified music and are not considered as an issue in respect of noise emissions to the environment.

3.0 Conclusion

Music noise breakout from the proposed venue is not expected to be significant. The venue has in the past operated as a night club with music noise continuing much later into the night than is now proposed. The previous club played dance music which tends to have proportionally more low



frequency energy ("bass beats") than live music and therefore would have been less attenuated by the building envelope and by interstitial shielding from buildings, viaducts etc. The previous club was also larger and included out door loudspeakers on the roof terrace. The noise impact of the proposed live music venue will be less than the former night club which operated for five years without significant adverse noise impacts. Therefore, the risk of significant adverse noise impact from the proposed venue is low. It should be further noted that the proposed venue is in an area characterised by night-time entertainment noise, residential receptors are at least 130 m away and the building and location provide a good degree of control of music noise. There are likely to be few locations in the city which are more suitable for live music than here.