

**Conditions to be placed on the Premises Licence for Nuvo, 11 Brindley Place, Birmingham.**

**(Licence number 3288)**

1. The premises licence holder shall maintain and keep under a review a written policy document in respect of:
  - i. Search and Entry
  - ii. Ejection
  - iii. Incident & Crime Scene Management
  - iv. Vulnerable Persons
  - v. Dispersal
  - vi. VIP & 1<sup>st</sup> Floor Area

Information within the policies will become conditions of how the premises will operate. Any amendments to any policy must be sent to [BW\\_licensing@west-midlands.pnn.police.uk](mailto:BW_licensing@west-midlands.pnn.police.uk) by the Premise Licence Holder.

2. Where the first floor is open to the public the premises shall have a minimum of 10 SIA registered door supervisors; 5 from 22:00 and a further 5 from 23:00 or a number that is higher and identified in the risk assessment. Door staff will not be allowed to leave the premises until authorized by the DPS/Premise License/or appointed manager. The SIA registered door supervisors will be deployed and operate in accordance with the security policy.
3. The premises must supply a full month's list of any promoter events in writing to the Licensing Department of West Midlands Police. The notification is to arrive by the 1st of every month. The monthly planner will include the name of the event, hours of opening, expected numbers, and number and working hours of door supervisors. The notification must include a completed risk assessment and notification will be sent via email to West Midlands Police Licensing Department. West Midlands Police retain the right to veto any event should one of the four licensing objectives be compromised or there is a potential threat to them being compromised. This is done in writing to the DPS at least 3 days after the notification.
4. Where the premises is being used for private functions the number and deployment of SIA registered door supervisors is to be subject to an individual event risk assessment. A copy of the risk assessment for each private event is to be maintained on the premises. A copy of the risk assessment shall be supplied via email to West Midlands Police Licensing Department no later than 3 days before the event. West Midlands Police will have the power of veto for any event, which if enforced will detail a full rationale behind the decision.
5. The premises licence holder shall maintain and operate an ID Scan which shall be used every Friday and Saturday from 2200 hours, and on any other occasion

identified by WMP or by the premises licence holders risk assessment. This is for all persons entering. The premises is to adopt and display a clear notice to the effect that there is a strict policy of “NO ID, NO Entry”.

6. The premises shall maintain a bound and paginated incident log at the premises to be made available to an authorised officer of the City Council or the WMP upon request. The incident log shall be updated within 24 hours of an incident where the entry is later it will record the date and reason for delay. As a minimum it will record all crime reported to the venue, ejection of patrons, complaints concerning crime, disorder or public nuisance, incidents of crime, disorder or public nuisance, all seizure of drugs or offensive weapons; faults to the CCTV, refusal of alcohol sales, and visits by any of the responsible authorities or emergency services. The incident report must be signed nightly by the DPS/appointed manager and weekly by the premise license holder.
7. An up-to-date plan of the first floor is to be maintained showing the location of the VIP and other private booth areas [\*]. An up-to-date plan is to be provided to the LA and the WMP with three days of update or amendment.
8. Polycarbonate and / or plastic receptacles and mixer bottles will be used on the first floor of the premises save for Champagne and Specialty Spirit glass bottles and champagne flutes.
9. No glassware from the ground floor shall be permitted to be taken to the first floor.
10. No glassware to be taken to the external areas after 00:00.