

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	Licensing Sub Committee A
Report of:	Acting Director of Regulation & Enforcement
Date of Meeting:	Monday 30th July 2018
Subject:	Licensing Act 2003 Premises Licence – Grant
Premises:	Birmingham Tap, 114-116 Colmore Row, Birmingham, B3 3BD
Ward affected:	Ladywood
Contact Officer:	Bhapinder Nandhra, Senior Licensing Officer, 0121 303 9896, licensing@birmingham.gov.uk

1. Purpose of report:

To consider a relevant representation that has been made in respect of an application for a Premises Licence which seeks to permit the Sale of Alcohol (for consumption both on and off the premises) to operate from 10:00am until 00:00midnight (Monday to Thursday), 10:00am until 01:00am (Friday and Saturday) and 11:00am until 11:30pm (Sunday).

The provision of Regulated Entertainment consisting of live music and recorded music, to operate indoors only from 10:00am until 00:00midnight (Monday to Thursday), 10:00am until 01:00am (Friday and Saturday) and 11:00am until 11:30pm (Sunday).

Premises to remain open to the public from 10:00am until 00:30am (Monday to Thursday), 10:00am until 01:30am (Friday and Saturday) and 11:00am until 00:00midnight (Sunday).

Other dates and times as specified in the application form.

2. Recommendation:

To consider the representation that has been made and to determine the application.

3. Brief Summary of Report:

An application for a Premises Licence was received on 8th June 2018, in respect of Birmingham Tap, 114-116 Colmore Row, Birmingham, B3 3BD.

A representation has been received from other persons.

4. Compliance Issues:

4.1 Consistency with relevant Council Policies, Plans or Strategies:

The report complies with the City Council's Statement of Licensing Policy and the Council's Corporate Plan to improve the standard of all licensed persons, premises and vehicles in the City.

5. Relevant background/chronology of key events:

Birmingham Tap Limited applied on 8th June 2018 for the grant of a Premises Licence for Birmingham Tap, 114-116 Colmore Row, Birmingham, B3 3BD.

A representation has been received from other persons, see Appendix 1.

The application is attached at Appendix 2.

Site Location Plans at Appendix 3.

When carrying out its licensing functions, a licensing authority must have regard to Birmingham City Council's Statement of Licensing Policy and the Guidance issued by the Secretary of State under s182 of the Licensing Act 2003. The Licensing Authority is also required to take such steps as it considers appropriate for the promotion of the licensing objectives, which are:-

- a. The prevention of crime and disorder;
- b. Public safety;
- c. The prevention of public nuisance; and
- d. The protection of children from harm.

6. List of background documents:

Copy of the representation as detailed in Appendix 1
Application Form, Appendix 2
Site Location Plans, Appendix 3

7. Options available

To Grant the licence in accordance with the application.
To Reject the application.
To Grant the licence subject to conditions modified to such an extent as considered appropriate.
Exclude from the licence any of the licensable activities to which the application relates.
Refuse to specify a person in the licence as the premises supervisor.



Birmingham City Council
Licensing Section
PO Box 17013
BIRMINGHAM
B6 9ES

BCC	
REGULATION & ENFORCEMENT	
LICENSING SECTION	
DATE RECEIVED	
02 JUL 2018	
REF NO	_____
INITIALS	_____

28 June 2018

Dear Sirs

LICENCE APPLICATION BY BIRMINGHAM TAP LTD – APPLICATION REF 106697
114-116 COLMORE ROW, BIRMINGHAM B3 3BD

I write to comment on the application in our capacity as lessee in this property on the first floor immediately above the premises on which the application is being made.

I have read through both the planning permission and the licence application report and two aspects concern this company as an occupier of the first floor.

1. That cooking fumes/smells are vented correctly at a high level and not at a low level – this was referred to in the planning permission.
2. That the licence application allows for music to be played during the hours of business.

In relation to the second item, the building is listed and as such it will be difficult to retro fit with sound insulation to prevent the transfer of intrusive noise which may well be played during business hours according to the application. This would make the use of our property extremely problematic as it will be difficult to supervise and control both the type and loudness of that music being played on the ground floor and we are very concerned it will be intrusive to our work and meeting areas, which are directly above the premises. It is not a question of leaving windows open but of noise permeating through a non-sound insulated ceiling into the floor above. As far as after-hours music is concerned, we have less concern about this.

Please would you acknowledge receipt of these comments.

Yours faithfully

For and on behalf of Transcend Corporate Limited

Appendix 2

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We BIRMINGHAM TAP LTD

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, Ordnance Survey map reference or description		REGULATION & ENFORCEMENT LICENSING SECTION	
Birmingham Tap 114-116 Colmore Row		DATE RECEIVED 08 JUN 2018	
		REF NO _____	
		INITIALS _____	
Post town	Birmingham	Postcode	B3 2BD

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ TBC – multiple floors/rates

Part 2 – Applicant details

Please state whether you are applying for a premises licence as Please tick as appropriate

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes			
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		

Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes	
Nationality			
Current postal address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name BIRMINGHAM TAP LTD
Address x y z .
Registered number (where applicable) ..
Description of applicant (for example, partnership, company, unincorporated association etc.) Private limited Company
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
1	1	1	1	1	1	1	1

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD		MM		YYYY			
1	1	1	1	1	1	1	1

Please give a general description of the premises (please read guidance note 1)

Craft beer bar with food offering.

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒
- f) recorded music (if ticking yes, fill in box F) ☒
- g) performances of dance (if ticking yes, fill in box G) ☐
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

Provision of late night refreshment (if ticking yes, fill in box I)

☐

Supply of alcohol (if ticking yes, fill in box J)



In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)			
Mon						
Tue						
Wed						
Thur			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)			
Fri						
Sat						
Sun						
			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish			Both <input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors <input checked="" type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) Provision of amplified and unamplified live music.		
Mon	10:00				
Tue		00:00			
	10:00				
Wed		00:00	State any seasonal variations for the performance of live music (please read guidance note 5)		
	10:00				
Thur		00:00			
	10:00				
Fri		00:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
	10:00				
Sat		01:00			
	10:00				
Sun		01:00	• From the end of permitted hours on New Years' Eve to the start of permitted hours on New Years' Day. • An additional hour from the end of permitted hours on the Sunday night preceding a Bank Holiday Monday, The Thursday before Good Friday, Christmas Eve and Boxing Day.		
	11:00	23:30			

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Provision of amplified and unamplified recorded music.			
Mon	10:00					
Tue		00:00				
	10:00					
Wed		00:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)			
	10:00					
Thur		00:00				
	10:00					
Fri		00:00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) <ul style="list-style-type: none"> From the end of permitted hours on New Years' Eve to the start of permitted hours on New Years' Day. An additional hour from the end of permitted hours on the Sunday night preceding a Bank Holiday Monday, The Thursday before Good Friday, Christmas Eve and Boxing Day. 			
	10:00					
Sat		01:00				
	10:00					
Sun		01:00				
	11:00	23:30				

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)			
Mon						
Tue						
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)			
Thur						
Fri						
Sat			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Sun						

II

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>		
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	10:00				
Tue		00:00			
	10:00				
Wed		00:00			
	10:00				
Thur		00:00			
	10:00				
Fri		00:00			
	10:00		Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) <ul style="list-style-type: none"> From the end of permitted hours on New Years' Eve to the start of permitted hours on New Years' Day. An additional hour from the end of permitted hours on the Sunday night preceding a Bank Holiday Monday, The Thursday before Good Friday, Christmas Eve and Boxing Day 		
Sat		01:00			
	10:00				
Sun		01:00			
	11:00	23:30			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name James Hawksworth	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	10:00		
Tue		00:30	
	10:00		
Wed		00:30	
	10:00		
Thur		00:30	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) <ul style="list-style-type: none"> From the end of permitted hours on New Years' Eve to the start of permitted hours on New Years' Day. An additional hour from the end of permitted hours on the Sunday night preceding a Bank Holiday Monday, The Thursday before Good Friday, Christmas Eve and Boxing Day
	10:00		
Fri		00:30	
	10:00		
Sat		01:30	
	10:00		
Sun		01:30	
	11:00	00:00	

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

As per the attached operating schedule.

b) The prevention of crime and disorder

As per the attached operating schedule.

c) Public safety

As per the attached operating schedule.

d) The prevention of public nuisance

As per the attached operating schedule.

e) The protection of children from harm

As per the attached operating schedule.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- ☐ [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

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

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

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work
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	relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
Signature	
Date	8/6/18
Capacity	SOLICITOR TO THE APPLICANT

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Piers Warne TLT Solicitors			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Operating Schedule – Birmingham Tap

1 CCTV shall be in use at the premises.

- (i) The CCTV system shall be fully operational by the commencement of the licence. Cameras shall cover the entrances/ exits and bar area(s).
 - (ii) The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place (except as detailed in (v) below).
 - (iii) The premises licence holder shall ensure images from the CCTV are retained for a period of no less than 28 days and no more than 31 days.
 - (iv) The correct time and date will be generated onto both the recording and the real time image screen.
 - (v) If the CCTV equipment breaks down, upon discovery of the breakdown, the designated premises supervisor, or in his/her absence other responsible person, shall verbally inform the licensing officer at West Midlands Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and nature of the fault detected. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. West Midlands Police shall be informed when fault is rectified.
 - (vi) The premises Licence holder shall ensure that there is at least one trained member of staff available during licensable hours to be able to reproduce CCTV images to be viewed by a police officer on request as part of an ongoing investigation into a criminal offence.
 - (vii) Footage shall be capable of being downloaded onto a portable device at the request of a police officer as part of an ongoing investigation into a criminal offence, to be provided at a time agreed and as permitted under data protection legislation. Any officer removing data will provide confirmation of how the data is to be used, stored and disposed of prior to removal in line with their data controller's legal obligations.
 - (viii) There shall be clear signage indicating that CCTV equipment is in use and recording at the premises during all licensable hours.
- None of the above will require the premises licence holder, DPS or other party designated by the premises licence holder to hand over or otherwise provide data in breach of data protection legislation.

2 The DPS shall ensure that documented arrangements are implemented at the premises to discourage the sale and consumption of controlled substances. Arrangements shall include having a member of staff regularly check toilet areas. Signage shall also be placed in the toilet areas advising patrons that checks are conducted regularly.

3 Risk assessments will be undertaken in advance of any events at the premises or in Birmingham City Centre in the vicinity of the premises, where the DPS or duty manager expects the premises to be unusually busy or attract a different customer profile from the usual trade. If the risk assessment suggests that door supervisors will be required to assist in the control of customers at the premises, they shall be employed in the number and for the times identified in the risk assessment.

4 The Premises Licence Holder shall require the Designated Premises Supervisor, or in his/ her absence other responsible person, to keep an "Incident report register" in a bound book, in which full details of all incidents are recorded. This shall be completed as soon as possible and in any case no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The register is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable when required.

5 If patrons are to be allowed to use a designated area for smoking then the following conditions must apply: (i) patrons will not be permitted to obstruct access to adjoining premises or the pavement (ii) The area must be provided with suitable ashtrays/bins (iii) The area must be regularly swept to remove cigarette ends (iv) Adequate arrangements must be made to prevent overcrowding or disorder

6 The premises licence holder shall ensure that all half pint and pint drinking glasses used within the premises are of toughened or safety glass to the appropriate safety standard, in that they shall not produce sharp shards when broken.

7 All staff to be trained in the prevention of underage sales and customer care to a level commensurate with their duties. All such training to be updated as necessary, for instance when legislation changes,

and should include training on how to deal with difficult customers. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.

8 An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as "Challenge 21" whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 21 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.

9 Publicity materials notifying customers of the operation of the Challenge 21 scheme shall be displayed at the premises, including a Challenge 21 sign of at least A5 size at the entrance to the premises and where practicable at each point of sale.

10 The premises licence holder shall ensure the designated premises supervisor, or representative, will actively engage with any local operating Pub Watch or similar scheme operating in the locality of the licensed premises and shall at all times liaise with local police representatives.

11 Music shall not be played at a level that will cause unreasonable disturbance to the occupants of any properties in the vicinity.

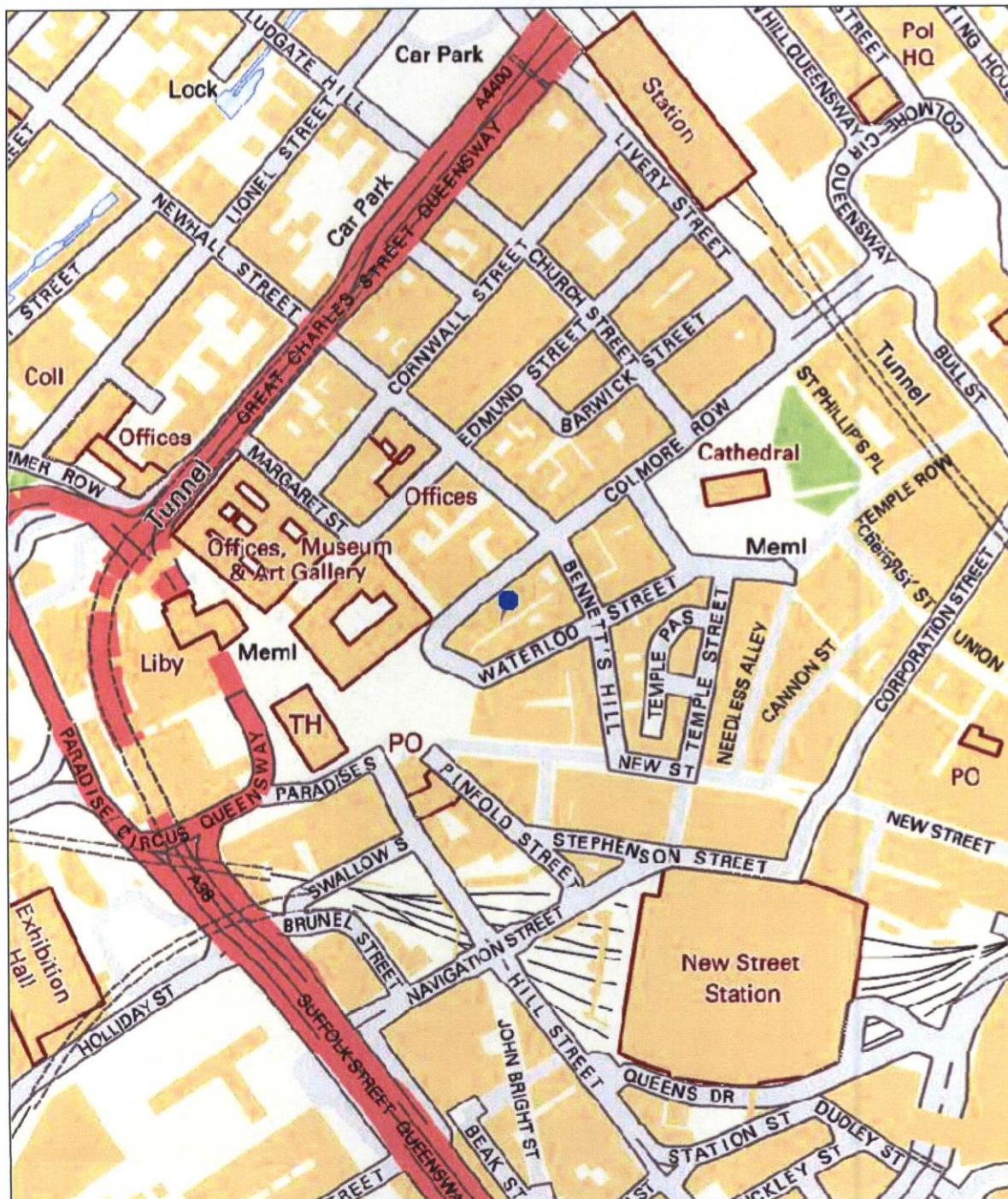
12 No speakers for amplification of music or speech shall be placed on the outside of the premises.

13 Except for access and egress all doors and windows shall be kept closed during periods of live music, karaoke or DJ's playing recorded music on the ground floor.

14 The premises supervisor, manager or other competent person shall carry out observations in the vicinity of nearby residential properties on at least hourly intervals, whilst live music is being performed. If the observation reveals noise breakout at a level likely to cause disturbance to the occupants of properties in the vicinity then the volume of music shall be reduced to a level that is unlikely to cause disturbance. A record of such observations shall be kept in a book for that purpose, such a book shall be completed immediately after the observation detailing the time, location and duration of the observation, the level of noise breakout and any action taken to reduce noise breakout. Such book to be made available at all times upon request to a police officer or an officer of City Council of Bristol.

15 Clear notices displayed at all points where customers leave the building must instruct them to respect the needs of local residents and leave the premises and the area quietly.

16 Alcohol sold for consumption away from the premises (off-sales) shall only be sold in sealed containers.



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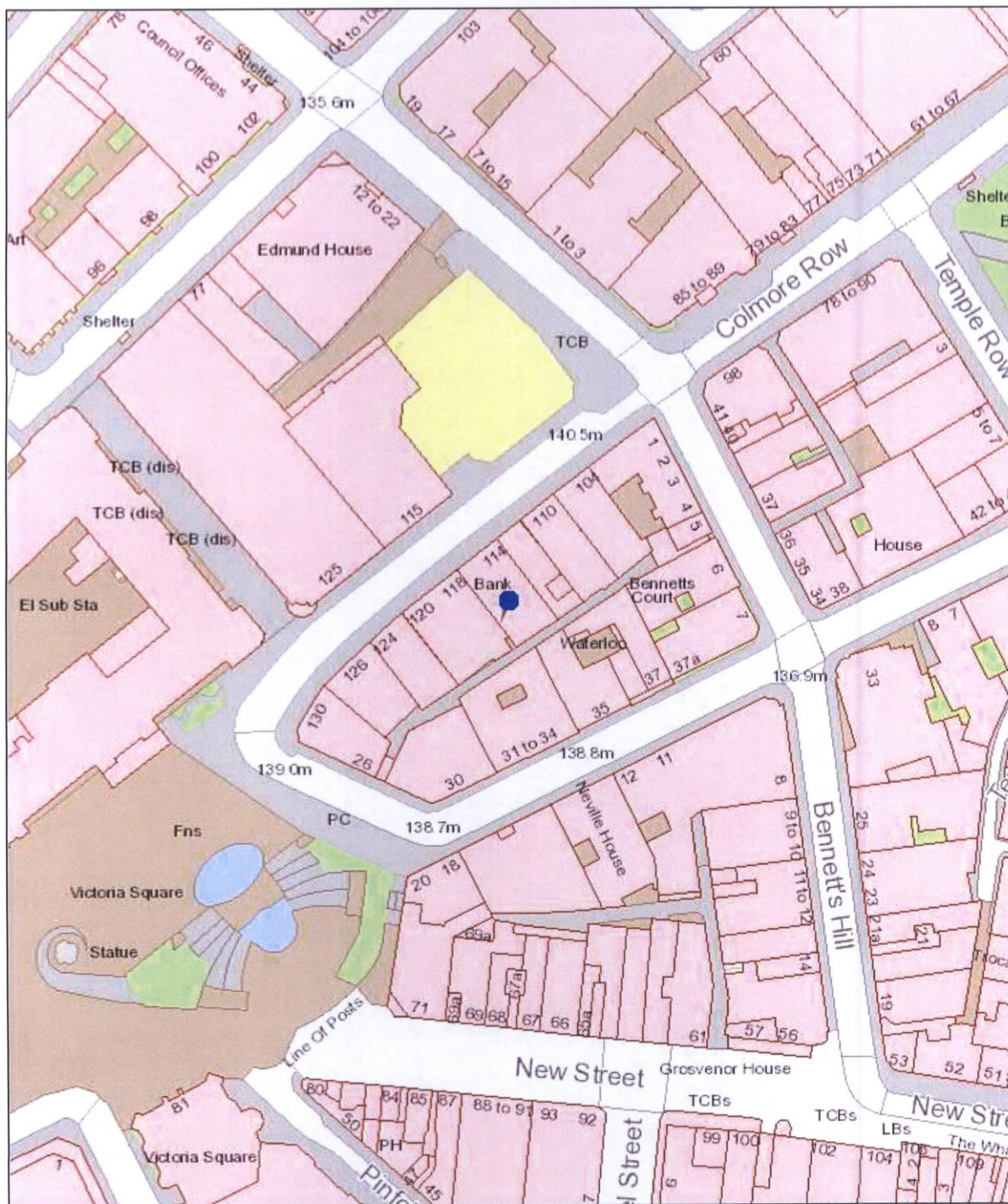
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Notes



Scale:
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