

# **BIRMINGHAM CITY COUNCIL**

## **LICENSING SUB-COMMITTEE B**

**TUESDAY, 19 MARCH 2019 AT 09:30 HOURS**  
**IN ELLEN PINSENT ROOM, COUNCIL HOUSE, VICTORIA**  
**SQUARE, BIRMINGHAM, B1 1BB**

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

### **A G E N D A**

1 **NOTICE OF RECORDING**

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

2 **DECLARATIONS OF INTERESTS**

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

3 **APOLOGIES AND NOTIFICATION OF NOMINEE MEMBERS**

**3 - 12**

4 **MINUTES**

To confirm and sign the Minutes of the meeting held on 12 February 2019.

**13 - 52**

5 **LICENSING ACT 2003 PREMISES LICENCE – GRANT EDEN MANNA SUPERMARKET, 122 FRANCES ROAD, COTTERIDGE, BIRMINGHAM, B30 3DX**

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

**53 - 130**

6 **LICENSING ACT 2003 MULTIPLE TEMPORARY EVENT NOTICES QUANTUM, 77A UPPER TRINITY STREET, BIRMINGHAM, B9 4EG.**

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

7 **OTHER URGENT BUSINESS**

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

# BIRMINGHAM CITY COUNCIL

<b>LICENSING SUB COMMITTEE B 12 FEBRUARY 2019</b>
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**MINUTES OF A MEETING OF  
LICENSING SUB COMMITTEE B  
HELD ON TUESDAY 12 FEBRUARY 2019  
AT 0930 HOURS IN ELLEN PINSENT ROOM,  
COUNCIL HOUSE, BIRMINGHAM**

**PRESENT:** - Councillor Nagina Kauser in the Chair

Councillors Adam Higgs and Mike Sharpe

**ALSO PRESENT**

Bhapinder Nandhra, Licensing Section  
Parminder Bhomra, Committee Lawyer  
Katy Townshend, Committee Manager

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**NOTICE OF RECORDING**

1/120219 The Chairman advised the meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

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**DECLARATIONS OF INTERESTS**

2/120219 Members were reminded that they must declare all relevant and pecuniary and non-pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations to be recorded in the minutes of meeting.

No declarations of interest were declared.

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**APOLOGIES AND NOTIFICATION OF NOMINEE MEMBERS**

3/120219 There were no Nominee members.

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**APOLOGIES AND NOTIFICATION OF NOMINEE MEMBERS**

- 4/120219 The public section of the Minutes of meeting held on 17 July 2018 were noted.  
The public section of the Minutes of meeting held on 30 October 2018 were noted.  
The public section of the Minutes of meeting held on 27 November 2018 were noted.  
The public section of the Minutes of meeting held on 8 January 2019 were noted.
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**LICENSING ACT 2003 PREMISES LICENCE – VARIATION – MACE  
CONVENIENCE STORE, HARBOURNE SERVICE STATION, 231 COURT OAK  
ROAD, HARBOURNE, BIRMINGHAM, B17 9AD**

The following report of the Acting Director of Regulation and Enforcement was submitted:-

(See document No. 1)

The following persons attended the meeting.

**On behalf of the premises**

Professor Roy Light – Barrister  
Richard Baker – Agent – RB Retail and Licensing Services Limited.  
Peter Dyde – Applicant  
Kris Navaratnam – Applicant

**Those making representations**

No one making representations attended.

\* \* \*

Following introductions by the Chairman, Bhupinder Nandhra, Licensing Section, made introductory comments relating to the report. In addition, he also advised Members that no one making representations had attended.

In response to questions from Members of the Sub-Committee, Professor Roy Light, on behalf of the premises, made the following points:-

- a) That Peter had sold the business to Kris, whom was very experienced and had already run two sites, one of which opened 24 hours daily.
- b) That his client had increased the stock in the shop and improved it.
- c) That his client did not wish to upset anyone, but needed late night refreshment in order to “trade successfully”.
- d) That the residents were concerned about late night refreshment, they were making assumptions that it would be operated as a “takeaway”. However, it was purely to allow them to sell hot coffee and pastries.



- e) That as far as alcohol was concerned there were no representations received from responsible authorities and the guidance suggested that “each responsible authority were experts in their own field”. (Professor Roy Light also pointed Members to the Section 182 guidance, section 9.12)
- f) That there were no complaints and therefore, they didn’t see the 24 hour licence as a potential problem.
- g) That they had a Police consultation which resulted in additional conditions which could be seen at page 64 of the agenda pack. (These conditions were read out to Members).
- h) That Mr Baker had copies of the training manuals and would happily give Members a brief overview.

At this stage Mr Baker handed out the training manuals and went through the document briefly with Members, he drew particular attention to the following:-

- That it was a manual used by the applicant on all sites.
- Section 3 – the training of staff. He outlined that a booklet would be given to staff for them to read, and they would also have to sign to say they had understood it and had a copy of it. It also included relevant information on employing staff to ensure they were legal to work in the UK; a right to work checklist was also incorporated.
- That a full set of training records would be stored in Section 7 so authorities could inspect as they wished. The manual would be on site 24 hours a day.
- That Section 4 included a number of tests with the answers on a separate sheet. Once staff had passed they then had to sign to say they had passed and understood their responsibilities.
- That there was an “authorisation to sell alcohol” sheet. Only persons holding a personal licence would be authorised unless the licence holder themselves authorised an employee to sell alcohol. Therefore, every member of staff signed to indicate the level and date and the DPS would also sign it.
- That refresher training was included.

Professor Roy Light made further comments:-

- a) He outlined the licence conditions on page 51 of the agenda pack.
- b) That there were a number of representations from people, but he was not aware of where they lived so he could not ask them how directly they would be affected, in accordance with policy which stated that it was important to know where people were in relation to the premises in order

to see how directly affected they would be.

- c) The premises were asking to be open for 24 hours and therefore they should be able to serve alcohol for those hours.
- d) That in relation to the light pollution and public nuisance, Mr Dyde had made every effort to ensure it was kept at a minimum.
- e) That the premises already had lighting 24 hours due to the cashpoint so this would have no further impact.
- f) Addressing the litter concerns; there were 7 litter bins on the premises and there was a litter sweep twice a day.
- g) That the shop had only had incidents of shop lifting and they kept spirits behind the counter. They previously put a notice up on the shop windows regarding a repeat offender and he never came back.
- h) That there was no evidence that the premises being open later would attract people who wanted to drink and make noise.
- i) That if issues did arise they could complain or the Committee could hold a review.
- j) That there were no conditions on the licence currently so therefore granting the variation would actually make the premises far more secure with all the additional conditions.

In answer the Members questions Professor Roy Light made the following points:-

- a) That Mr Dyde took over the premises when it was 24 hours, however, he was living over 50 miles away and didn't have the support in place to control the premises for those opening hours, so he reduced them.
- b) That the premises was currently able to sell alcohol from 0600 – 2300.
- c) That they did not currently have late night refreshment.

Mr Dyde added:-

- a) That none of the complainants had included their addresses and therefore it was difficult to contact them. Additionally none of them had contacted the premises.

Mr Baker confirmed that he had emailed over their evidence, manuals and the Thwaites case to those that made representations.

Mr Dyde confirmed he would not want to accept any other hours, he had applied for 24 hours and he wanted to stick to that.

Mr Baker explained that they wanted to open later to provide for those that worked unsociable work patterns. They would employ staff relevant to business needs; so if it was busy they would have more staff.

Mr Dyde confirmed the area was good, although it had had some issues of anti-social behaviour, but never big issues.

In summing up Professor Roy Light made the following points:-

- ❖ That his client was an experienced operator.
- ❖ That there had been no responsible authority representations.
- ❖ They had provided a big manual to Members.
- ❖ That there were no reasons not to grant the application.
- ❖ That the licence would have the conditions from the operating schedule and those from West Midlands Police.

At 1148 hours the Chairman requested all present, with the exception of Members, the Committee Lawyer and the Committee Manager to withdraw from the meeting.

At 1204 the meeting was reconvened and all parties were invited to rejoin the meeting. The decision on the Licensing Sub Committee was announced as follows:-

5/120219 **RESOLVED:-**

That the application by PK Retail Limited to vary the premises licence in respect of Mace Convenience Store, Harborne Service Station, 231 Court Oak Road, Harborne, Birmingham, B17 9AD under section 34 of the Licensing Act 2003

<b>BE GRANTED SUBJECT TO THE FOLLOWING CONDITIONS with immediate effect</b>		
A.	Modification of hours – Alcohol	The extension of hours for the sale of alcohol (for consumption off the premises) shall apply as follows:  24 hours – Monday to Sunday
B.	Late night refreshment	The provision of late night refreshment shall apply as follows:  11:00pm to 05:00am, Monday to Sunday
C.	Opening hours	The premises to remain open to the public as follows:

		24 hours (Monday to Sunday)
D.	Other conditions agreed by the applicant with West Midlands Police	<ul style="list-style-type: none"><li>i. Between the hours of 23:00 and 06:00 the default for the electronic shunt door will be set to the 'locked' position. Only to be opened by staff to customers who they wish to allow entry the main shop area.</li><li>ii. No alcohol to be allowed on the premises in open containers</li><li>iii. CCTV will be downloadable and made available to any of the responsible authorities immediately on request.</li><li>iv. CCTV will display the correct time and date stamp and record throughout the whole of the licensable activity.</li></ul>

The Sub-Committee's reasons for imposing the agreed conditions are due to the submissions made by the applicant's legal representative about the history and location of the premises, and the experience of the current licence holder who has acquired the business.

Members also took into account the applicant's dialogue with Responsible Authorities prior to the hearing and noted, in light of the proposed measures, no objection had been made, particularly by Environmental Health as there were no records of complaints against the licensed premises. Further, the applicant had also made contact with those persons that submitted written representations but received no response.

The applicant's reply to the other person's written representations was that the premises had operated for many years without any problems save for one incident when a shoplifter was caught twice on the premises CCTV and banned from the shop. The purpose of the first two conditions as agreed with West Midlands Police was therefore to control access to the shop, and prevent consumption of alcohol on the premises. In the opinion of West Midlands Police if those conditions were implemented including the last two conditions, the licensing objectives would be met.

The Sub Committee was requested to consider the operating schedule forming part of the variation application which the applicant opined contained sufficient conditions to satisfactorily address the issues raised by other persons, and these together with those agreed conditions with West Midlands Police would promote the licensing objectives.

The applicant's legal representative directed Members to the City Council's Statement of Licensing Policy on licensing hours, particularly paragraph 6.9, and on case law, Daniel Thwaites Plc v Wirral Borough Magistrates' Court (6 May 2008), on having good reasons for restricting those hours requested in the absence of any responsible authority's representation or evidence.

The Sub-Committee carefully considered the operating schedule put forward by the applicant and the likely impact of the application but did not accept that there was evidence of a significance increase in public nuisance and, or risk to crime and disorder, arising from the proposed operation of the premises. The applicant came across as very responsible and this was further demonstrated by the applicant's agent when the bespoke training manual was presented during the hearing for inspection by the Sub-Committee.

The Sub-Committee considers the conditions imposed to be appropriate, reasonable and proportionate to address concerns raised.

In addition to the above conditions, those matters detailed in the operating schedule and the relevant mandatory conditions under the Licensing Act 2003 will form part of the licence issued.

In reaching this decision, the Sub-Committee has given due consideration to the City Council's Statement of Licensing Policy, the Guidance issued under Section 182 of the Licensing Act 2003 by the Secretary of State, the information in the application, the written and oral representations made at the hearing by the applicant, their legal adviser, agent, and written representations from other persons.

All parties are reminded that under the provisions contained within Schedule 5 to the Licensing Act 2003, there is the right of appeal against the decision of the Licensing Authority to the Magistrates' Court, such an appeal to be made within twenty-one days of the date of notification of the decision.

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#### **OTHER URGENT BUSINESS**

6/120219      There was no urgent business.

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#### **EXCLUSION OF THE PUBLIC**

7/120219      **RESOLVED:**

That in view of the nature of the business to be transacted, which includes exempt information of the category indicated, the public be now excluded from the meeting:-  
(Paragraphs 3 & 4)

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**Licensing Sub Committee B – 12 February 2019**

Meeting ended 1205 hours.

CHAIRMAN.....

**PRIVATE**

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**MINUTES – PRIVATE**

8/120219 That the private part of the minutes of meeting held on the 17 July 2018, 30 October 2018, 27 November 2018 and 8 January 2019 were noted and the minutes as a whole were confirmed and signed by the Chairman.

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**OTHER URGENT BUSINESS (EXEMPT INFORMATION)**

9/120219 No items of other urgent business were submitted.

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CHAIRPERSON





## BIRMINGHAM CITY COUNCIL

## PUBLIC REPORT

<b>Report to:</b>	<b>Licensing Sub Committee B</b>
<b>Report of:</b>	<b>Director of Regulation &amp; Enforcement</b>
<b>Date of Meeting:</b>	<b>Tuesday 19<sup>th</sup> March 2019</b>
<b>Subject:</b>	<b>Licensing Act 2003 Premises Licence – Grant</b>
<b>Premises:</b>	<b>Eden Manna Supermarket, 122 Frances Road, Cotteridge, Birmingham, B30 3DX</b>
<b>Ward affected:</b>	<b>Stirchley</b>
<b>Contact Officer:</b>	<b>Shaid Yasser, Senior Licensing Officer, 0121 303 9896, <a href="mailto:licensing@birmingham.gov.uk">licensing@birmingham.gov.uk</a></b>

**1. Purpose of report:**

To consider representations that have been made in respect of an application for a Premises Licence which seeks to permit the Sale of Alcohol (for consumption off the premises) to operate from 11:00am until 12:00midnight (Monday to Sunday).

Premises to remain open to the public from 06:00am until 12:00midnight (Monday to Sunday).

**2. Recommendation:**

To consider the representations that have been made and to determine the application.

**3. Brief Summary of Report:**

An application for a Premises Licence was received on 24<sup>th</sup> January 2019, in respect of Eden Manna Supermarket, 122 Frances Road, Cotteridge, Birmingham, B30 3DX.

Representations have 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:**

Eden Manna Supermarkets Ltd applied on 24<sup>th</sup> January 2019 for the grant of a Premises Licence for Eden Manna Supermarket, 122 Frances Road, Cotteridge, Birmingham, B30 3DX.

Representations have been received from other persons, which are attached at Appendices 1 & 2.

The application is attached at Appendix 3.

Conditions have been agreed with Birmingham City Council Licensing Enforcement and the applicant, which are attached at Appendix 4.

Site Location Plans at Appendix 5.

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

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

**6. List of background documents:**

Copies of the representations as detailed in Appendices 1 & 2

Application Form, Appendix 3

Conditions agreed with Birmingham City Council Licensing Enforcement, Appendix 4

Site Location Plans, Appendix 5

**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.

Entered  
R

**From:**  
**Sent:** 31 January 2019 12:44  
**To:** Licensing  
**Cc:** Councillor Mary Locke  
**Subject:** Comment

Dear Licensing Department,  
I would like to please submit a comment regarding the following licensing application:

Stirchley  
Application Ref: 109687  
Type of Application: Premises  
Sub Type of Application: New Application  
Trading Name: Eden Manna Supermarket  
Type of Premises: CONVENIENCE STORE/OFF LICENCE  
Trading Address: 122 Frances Road, Cotteridge, Birmingham, B30 3DX  
Licence Application received on: 24/01/2019  
Last day for comments: 21/02/2019

I have considerable concern regarding the permitting of a license to sell alcohol from the above mentioned premise. I would like it to be noted that the premise is approximately 20 metres away from our school site. Unfortunately the school already has two 'vaping' shops and a massage parlour opposite it's main elevation and now to add an Off License would be completely inappropriate. I am especially concerned about the sale of alcohol before 5:30pm, which is the time until which we have primary aged children on the school site. I feel as if all of the social education we are giving to our children is undermined, every time they step out of school and see the array of shop fronts promoting unhealthy lifestyles. Another concern is that sometimes we have parents present on site to collect their children, when intoxicated. I fear that the close proximity of an Off License, especially in the summer months may encourage the drinking of alcohol before collecting children at the end of the day.

Please feel free to contact me or visit school if you would like further details. I also request that the school be informed when the license for 'Vape Lounge' and 'Urban Green' comes up for renewal, as I wish to lodge comments about these licenses continuing.

Yours Sincerely,

Cotteridge Primary School

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This email has been checked by the Birmingham Grid for Learning and every reasonable effort made to ensure that this message and any attachments contain no viruses.



**Birmingham City Council  
Councillor Mary Locke**

Labour  
Stirchley Ward  
Council House, Victoria Square  
Birmingham, B1 1BB

Our Ref: ML/4312/arf

15 February 2019

Chris Neville  
Acting Director of Licensing

Dear Chris

**Re: Eden Manna, 122 Francis Road, Cotteridge, Birmingham, B30 3DX**

I wish to make representation against a license application by Eden Manna, for a premises license to sell alcohol from the above property.

My objections revolve around the following principles;

- a) The area around the premises already has a terrible reputation for various levels of crime and disorder, much of this could be attributed to excess alcohol. The number of crimes within 100 meters of the premises, are within my submission and are screen shots of the Police UK website maps for this location for a period of July 2018 and December 2018.
- b) Within the same area, there have been a number of serious crimes recorded within the same period, antisocial behaviour right up to and including sexual assaults reported to police.
- c) Immediately opposite the premises is Cotteridge Primary School and the Head Teacher has already sent in an objection on behalf of the School, as they are in fear of intoxicated individuals attempting to gain access to the premises. Furthermore they feel that there is already an issue with some parents who already have a drink problem, along with numerous neighbours near the school premises.

I would be grateful if you could indicate the date this license application would be heard.

Kindest regards

Yours sincerely

**Councillor Mary Locke  
Stirchley Ward**







Page 19 of 130  
7























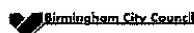






# WWW.Police.UK Figures for Postcode B30 3BH Neighbourhood

Month	Crimes Recorded	Type of Crime	Burglary	Violence & Sexual	Vehicle	Shop-Lifting	Anti social Behaviour	Criminal Damage	Drugs	Arson	Public Order	Theft frm Person	Robbery	Other crimes
Jan-18	8		1	2		2								3
Feb-18	6		1	1	1		1		1					1
Mar-18	12		1	3	5			1		1				1
Apr-18	13		3	3	3	1					1			2
May-18	10		3	3	1			1						2
Jun-18	9			5	2	1	1							
Jul-18	13		1	1	2		2	4			1	1		1
Aug-18	8		1	2	1		2						2	
Sep-18	8		1	4	1	1	1							
Oct-18	6		1	1			1						1	2
Nov-18	8			3			1	2						2
Dec-18	13		4	5	1						1			2



**Birmingham**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensingonline@birmingham.gov.uk](mailto:licensingonline@birmingham.gov.uk)  
 Telephone: 0121 303 9896

\* required information

**Section 1 of 21**

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

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

Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for. **BCC**

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Other telephone number

☒ Indicate here if the applicant would prefer not to be contacted by telephone

REGULATION & ENFORCEMENT  
 LICENSING SECTION  
 DATE RECEIVED

24 JAN 2019

REF NO  
 INITIALS

Include country code:

Is the applicant:

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

☐ Applying as an individual

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

**Applicant Business**

Is the applicant's business registered in the UK with Companies House? ☒ Yes ☐ No

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

Registration number

Business name

VAT number

Legal status

If the applicant's business is registered, use its registered name.

Put "none" if the applicant is not registered for VAT.

**Continued from previous page...**

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Agent Details**

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

☒ An agent that is a business or organisation, including a sole trader

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

☐ A private individual acting as an agent

**Agent Business**

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

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

Registration number

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Agent Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

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

**Premises Address**

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

☒ Address    ☐ OS map reference    ☐ Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

<b>Section 3 of 21</b>	
<b>APPLICATION DETAILS</b>	
<p>In what capacity are you applying for the premises licence?</p> <div style="margin-left: 20px;"> <input type="checkbox"/> An individual or individuals  <input checked="" type="checkbox"/> A limited company / limited liability partnership  <input type="checkbox"/> A partnership (other than limited liability)  <input type="checkbox"/> An unincorporated association  <input type="checkbox"/> Other (for example a statutory corporation)  <input type="checkbox"/> A recognised club  <input type="checkbox"/> A charity  <input type="checkbox"/> The proprietor of an educational establishment  <input type="checkbox"/> A health service body  <input type="checkbox"/> A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  <input type="checkbox"/> A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England  <input type="checkbox"/> The chief officer of police of a police force in England and Wales         </div> <p><b>Confirm The Following</b></p> <div style="margin-left: 20px;"> <input checked="" type="checkbox"/> I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities  <input type="checkbox"/> I am making the application pursuant to a statutory function  <input type="checkbox"/> I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative         </div>	
<b>Section 4 of 21</b>	
<b>NON INDIVIDUAL APPLICANTS</b>	
<p>Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.</p> <p><b>Non Individual Applicant's Name</b></p> <div style="margin-left: 20px;"> <div style="display: flex; align-items: flex-start;"> <div style="width: 200px;">Name</div> <div style="border: 1px solid black; padding: 2px; flex-grow: 1;">Eden Manna Supermarket LTD</div> </div> <p><b>Details</b></p> <div style="margin-left: 20px;"> <div style="display: flex; align-items: flex-start;"> <div style="width: 200px;">Registered number (where applicable)</div> <div style="border: 1px solid black; padding: 2px; flex-grow: 1;">10889489</div> </div> <p>Description of applicant (for example partnership, company, unincorporated association etc)</p> </div> </div>	

Continued from previous page...

Private Limited Company

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /   
dd mm yyyy

\* Nationality  Documents that demonstrate entitlement to work in the UK

**Section 5 of 21**

**OPERATING SCHEDULE**

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

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

Provide a general description of the premises

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

The premises is a convenient store located on the corner of Frances Road which is a mainly residential area. The shop is open plan and will sell a variety of everyday convenience products as well as alcohol and cigarettes. Alcohol will only be sold for off the premises consumption with no provided place for consumption.

<p><b>Continued from previous page...</b></p> <p>If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin-left: 100px;"></div>
<b>Section 6 of 21</b>
<b>PROVISION OF PLAYS</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing plays?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 7 of 21</b>
<b>PROVISION OF FILMS</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing films?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 8 of 21</b>
<b>PROVISION OF INDOOR SPORTING EVENTS</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing indoor sporting events?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 9 of 21</b>
<b>PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing boxing or wrestling entertainments?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 10 of 21</b>
<b>PROVISION OF LIVE MUSIC</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing live music?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 11 of 21</b>
<b>PROVISION OF RECORDED MUSIC</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing recorded music?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<b>Section 12 of 21</b>
<b>PROVISION OF PERFORMANCES OF DANCE</b>
<p>See guidance on regulated entertainment</p> <p>Will you be providing performances of dance?</p>

Continued from previous page...

**Section 13 of 21**

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

See guidance on regulated entertainment

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

☐ Yes

☒ No

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

☐ Yes

☒ No

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes

☐ No

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

**TUESDAY**

Start

End

Start

End

**WEDNESDAY**

Start

End

Start

End

**THURSDAY**

Start

End

Start

End

**FRIDAY**

Start

End

Start

End

**SATURDAY**

Start

End

Start

End

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



Continued from previous page...

SUNDAY

Start 11:00

End 00:00

Start

End

Will the sale of alcohol be for consumption:

☐ On the premises ☒ Off the premises ☐ Both

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

State any seasonal variations

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

--

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

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

--

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

**Name**

First name Boniface

Family name NYEPANGO LUMUMBA

Date of birth  
dd mm yyyy

Continued from previous page...

**Enter the contact's address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>
Personal Licence number (if known)	<input type="text" value="10853"/>
Issuing licensing authority (if known)	<input type="text" value="Birmingham"/>

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

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

Reference number for consent form (if known)

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

**Section 16 of 21**

**ADULT ENTERTAINMENT**

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

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

NONE

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

Continued from previous page...

TUESDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="06:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

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

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

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

**Section 18 of 21**

**LICENSING OBJECTIVES**

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

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

*Continued from previous page...*

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

EFFECTIVE ONGOING TRAINING OF ALL MEMBERS OF STAFF TO UNDERSTAND AND PROMOTE THE LICENSING OBJECTIVES AND WORK WITH IN THE CONDITIONS SET BY THE PREMISES LICENCE.

b) The prevention of crime and disorder

CCTV WILL BE IN OPERATION IN ALL AREAS OF THE SHOP. THE CCTV SYSTEM WILL RECORD AT ALL TIMES THAT THE PREMISES ARE OPEN FOR LICENSABLE ACTIVITIES.  
RECORDINGS WILL BE STORED FOR A MINIMUM OF 31 DAYS AND IMAGES WILL BE PROVIDED TO THE POLICE UPON REQUEST WITH THE MINIMUM OF DELAY.  
THERE WILL ALWAYS BE A MEMBER OF STAFF PRESENT WHILST THE PREMISES IS OPEN TO THE PUBLIC WHO IS CONVERSANT WITH THE CCTV SYSTEM AND ABLE TO DOWNLOAD IMAGES ON REQUEST FOR THE POLICE.  
AN INCIDENT LOG WILL BE KEPT AT THE PREMISES AND WILL RECORD ANY INCIDENTS OF CRIME OR DISORDER. THIS LOG WILL ALSO RECORD ANY REFUSALS OF SALE. THE LOG WILL BE AVAILABLE FOR INSPECTION ON REQUEST BY A POLICE OFFICER OR OTHER RESPONSIBLE AUTHORITY.

c) Public safety

CCTV WILL BE IN OPERATION IN ALL PUBLIC AREAS INC ENTRANCES AND EXITS  
EXTERNAL LIGHTING WILL BE ON DURING OPERATIONAL HOURS

d) The prevention of public nuisance

STAFF WILL ENSURE NO CUSTOMERS LOITER OUTSIDE OF THE PREMISES

e) The protection of children from harm

A CHALLENGE 25 PROOF OF AGE SCHEME WILL BE IN OPERATION AT THE PREMISES WHERE THE ONLY FORMS OF ACCEPTABLE ID WILL BE A PASSPORT, PHOTO DRIVING LICENCE OR PROOF OF AGE CARD WITH THE HOLOGRAPHIC LOGO.  
THERE WILL BE A "No ID, No Sale" POLICY AT ALL TIMES FOR PEOPLE WHO LOOK UNDER 25.  
ALL STAFF WILL RECEIVE TRAINING ON THIS POLICY AND TRAINING RECORDS WILL BE KEPT FOR INSPECTION IF REQUESTED BY THE POLICE OR OTHER RESPONSIBLE AUTHORITY

#### **Section 19 of 21**

#### **NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

*Continued from previous page...*

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

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

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

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

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

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

## **Section 20 of 21**

### **NOTES ON REGULATED ENTERTAINMENT**

*Continued from previous page...*

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

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

*Continued from previous page...*

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

## Section 21 of 21

### PAYMENT DETAILS

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

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

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

Band A - No RV to £4300 - £100.00

Band B - £4301 to £33000 - £190.00

Band C - £33001 to £87000 - £315.00

Band D - £87001 to £125000 - £450.00\*

Band E - £125001 and over - £635.00\*

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

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

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

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

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

Capacity 5000-9999 - £1,000.00

Capacity 10000-14999 - £2,000.00

Capacity 15000-19999 - £4,000.00

Capacity 20000-29999 - £8,000.00

Capacity 30000-39999 - £16,000.00

Capacity 40000-49999 - £24,000.00

Capacity 50000-59999 - £32,000.00

Capacity 60000-69999 - £40,000.00

Capacity 70000-79999 - £48,000.00

Capacity 80000-89999 - £56,000.00

Capacity 90000 and over - £64,000.00

\* Fee amount (£)

190.00

### DECLARATION



*Continued from previous page...*

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

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

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

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

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

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

\* Full name   
\* Capacity   
\* Date  /  /   
dd mm yyyy

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

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

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

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

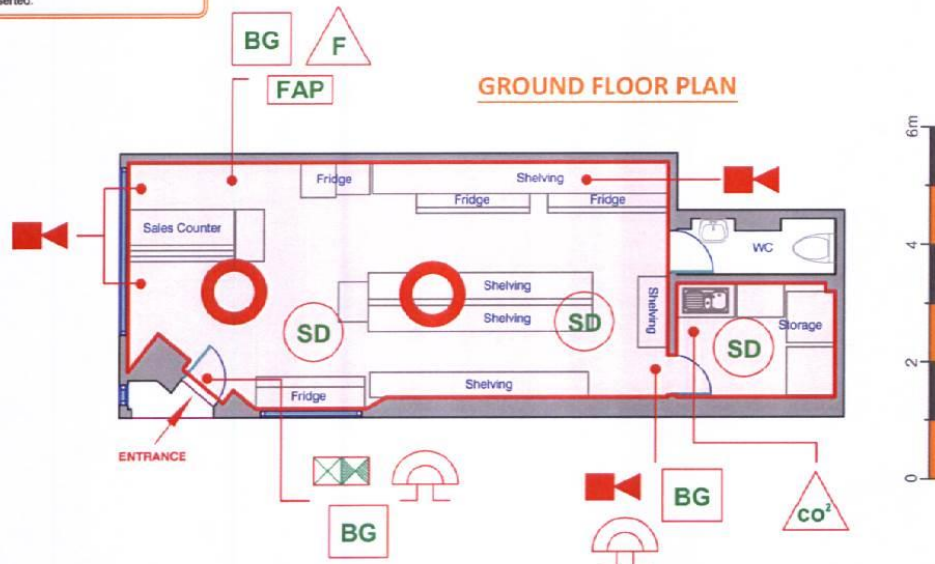
**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT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

**Notes:**  
This drawings have been produced to the standards set out within the Licensing Act 2003.

No deviation may be made from the details shown on this drawing without prior written permission of UK Surveyors. Any discrepancy found between this drawing and any other document should be referred immediately to UK Surveyors.

**IF IN ANY DOUBT PLEASE ASK.**

All rights described in chapter IV of copyright, design and Patents Act 1988 have been generally asserted.



**SYMBOLS KEY:**

	: Emergency Lighting Point		: Fire Extinguisher - Foam
	: Exit Sign Internally, Illuminated		: Sounder
	: Smoke Detector		: Fire Alarm Panel
	: CCTV		: Break Glass
	: Fire Extinguisher - CO2		: Licensed Area

**Licensed Floor Area**  
Licensed Ground Floor Area: 41.41ms

**Total Licensed Floor Area: 41.41ms**

<b>Drawing No:</b> 004110	<b>Drawing Title:</b> Ground Floor Plan	<b>Property:</b> 122 Frances Road, Birmingham, B30 3DX	<b>Date:</b> 15/01/2019	<b>Sheet:</b> 1 of 1
<b>UK Surveyors Ltd</b> <small>CAD Drafting - Planning - Building Regulations - Building Surveying - Alcohol Licensing</small>			<b>Freephone:</b> 0800 168 9059 <b>Head Office:</b> 01889 220 880 <b>enquiries@uksurveyors.net</b> <b>www.uksurveyors.net</b>	
			<b>Drawn By:</b> OH <b>Scale:</b> 1:100 @ A4	

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**From:** Teresa Wilding  
**Sent:** 12 February 2019 18:12  
**To:** Licensing  
**Cc:**  
**Subject:** FW: Premises Licence Application - 122 Frances Road, Birmingham, B30 3DX  
**Attachments:** Eden Manna Cotteridge.doc

Please see email below the attached conditions have been agreed with the applicant – conformation below.

Regards

Teresa Wilding  
Licensing Enforcement Officer

Birmingham City Council Licensing  
Ashted Lock,  
Building 1-3, Ground Floor,  
Birmingham Science Park Aston,  
Dartmouth Middleway,  
Aston,  
Birmingham,  
B7 4AZ

For information regarding the various licences issues please go to [www.birmingham.gov.uk/licensing](http://www.birmingham.gov.uk/licensing)

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

Locally accountable and responsive fair regulation for all - achieving a safe, healthy, clean, green and fair trading city for residents, business and visitors.  
Follow us on Twitter @BCCLicensing

**From:** Anthony Gregson [  
**Sent:** Tuesday, February 12, 2019 4:50 PM  
**To:** Teresa Wilding  
**Subject:** RE: Premises Licence Application - 122 Frances Road, Birmingham, B30 3DX

Hi Teresa,

I have tried to call a couple of times, I have spoken with our client and he is more than happy to accept those conditions.

Regards



**Anthony Gregson.**  
Director of Courses



*Fast Track Personal Alcohol Licence Training Courses*

**From:** Teresa Wilding <  
**Sent:** 07 February 2019 15:01  
**To:** Anthony Gregson  
**Cc:** Licensing <  
**Subject:** Re: Premises Licence Application - 122 Frances Road, Birmingham, B30 3DX

Dear Mr Gregson,

In considering the application submitted the Licensing Enforcement Team has applied the tests of necessity and reasonableness in order to promote the four licensing objectives and I have attached a list of conditions which the Licensing Enforcement Team will require the applicant to accept as conditions attached to the premises licence. A number of these condition have been expanded and similar to the measurers already offered in your application but given the premises is directly opposite a primary school (Cotteridge Primary School) I have expanded on the measures to promote the protection of children.

Please see required conditions attached.

Subject to you as the agent for the applicant confirming in writing your agreement to accept the attached conditions there will be no need to the Licensing Enforcement Team to make a representation regarding the application submitted.

Please do not hesitate to contact me should you wish to discuss any of the attached conditions or the wording.

Yours sincerely,

Teresa Wilding  
Licensing Enforcement Officer

Birmingham City Council Licensing  
Ashted Lock,  
Building 1-3, Ground Floor,  
Birmingham Science Park Aston,  
Dartmouth Middleway,  
Aston,  
Birmingham,  
B7 4AZ

### **General**

The premises licence holder will ensure all members of staff with the exception of personal licence holders receive training regarding the:-

- Four licensing principles contained in the Licensing Act 2003;
- The law regarding sales of alcohol;
- Protection of children from harm and this must include
  - Challenge 25 and how to competently check customers' identification where necessary.

Training records must be maintained at the premises for each member of staff evidencing the training provided and made available for inspection by any Responsible Authority on request.

No members of staff will be permitted to sell alcohol until such time as they have successfully completed the required training.

The premises licence holder will ensure that ongoing staff refresher training is conducted every six months highlighting the importance of making sure people under 18 years are not able to obtain access to alcohol.

All spirits exposed for sale with the exception of spirit mixtures must be displayed behind the counter and supervised at all times

No alcohol will be displayed in the vicinity of the entrance door and all alcohol displayed for sale must be displayed in an area which is clearly visible to members of staff standing behind the counter.

The premises licence holder will not display any posters to promote or advertise alcohol sales in the premises window on Pershore Road (opposite Cotteridge Primary School).

The premises licence holder will not use any 'A' boards or similar street signage to advertise alcohol.

### **Crime and disorder**

A CCTV system will be operational in the premises and will record at all times when the premises are open to members of the public.

The images recorded by the CCTV system must be retained in unedited form for a period of not less than 31 days and will be downloaded and made available to any Responsible Authority upon request

The CCTV system will display the correct date and time on all recordings (taking account of GMT and BST).

The premises licence holder will ensure a member of staff trained person in the use of and operation of the CCTV system will be present at the premises at all times when it is open to members of the public. This person will be able to fully operate the CCTV system and will be able to download any images requested by any Responsible Authority.

The premises licence holder will maintain an incident recording system and will record any incidents occurring inside, or immediately outside the premises which they believe negatively impacts on any of the licensing objectives.

### **Public Safety**

No suggested changes

### **Public nuisance**

A notice must be prominently displayed in the premises requesting that customers respect the needs of local residents and other businesses in the vicinity and to leave the premises quietly.

The premises licence holder will maintain the area outside the premises in a clean and tidy manner.

### **Protection of Children from Harm**

The premises will operate a strict Challenge 25 age verification policy – **No ID - No Sale**

The premises licence holder will implement and operate a Challenge 25 age verification policy to prevent the sale or supply of alcohol to persons under 18 years of age. The policy must specify the only accepted forms of identification shall be a:-

- photographic driving licence;
- valid passport;
- military identification;
- other recognised forms of photographic identification incorporating the PASS logo; or
- any other form of identification approved by the Secretary of State

A copy of a written age verification policy (challenge 25) must be signed by all members of staff to confirm they have read and understand the policy. The signed copy must be maintained at the premises and available for inspection by any Responsible Authority on request.

The premises licence holder will maintain a refusals book (or refusal button on EPOS – Electronic Point of Sale) on the premises and ensure it is completed whenever a sale is refused to a person who cannot prove they are over the age of 18. The refusal book or record of till recorded refusals must be made available to any Responsible Authority on request.

Notices must be displayed at the premises and clearly visible to customers informing them that a Challenge 25 age verification policy is in operation at the premises.

The premises licence holder will maintain a refusals register (or refusal button on EPOS – Electronic Point of Sale) on the premises and ensure it is completed whenever a sale is refused to a person who cannot prove they are over the age of 18.

The refusal register or record of till recorded refusals must be maintained at the premises and made available for inspection by any Responsible Authority on request.





**Birmingham City Council** Map Created By:

Notes

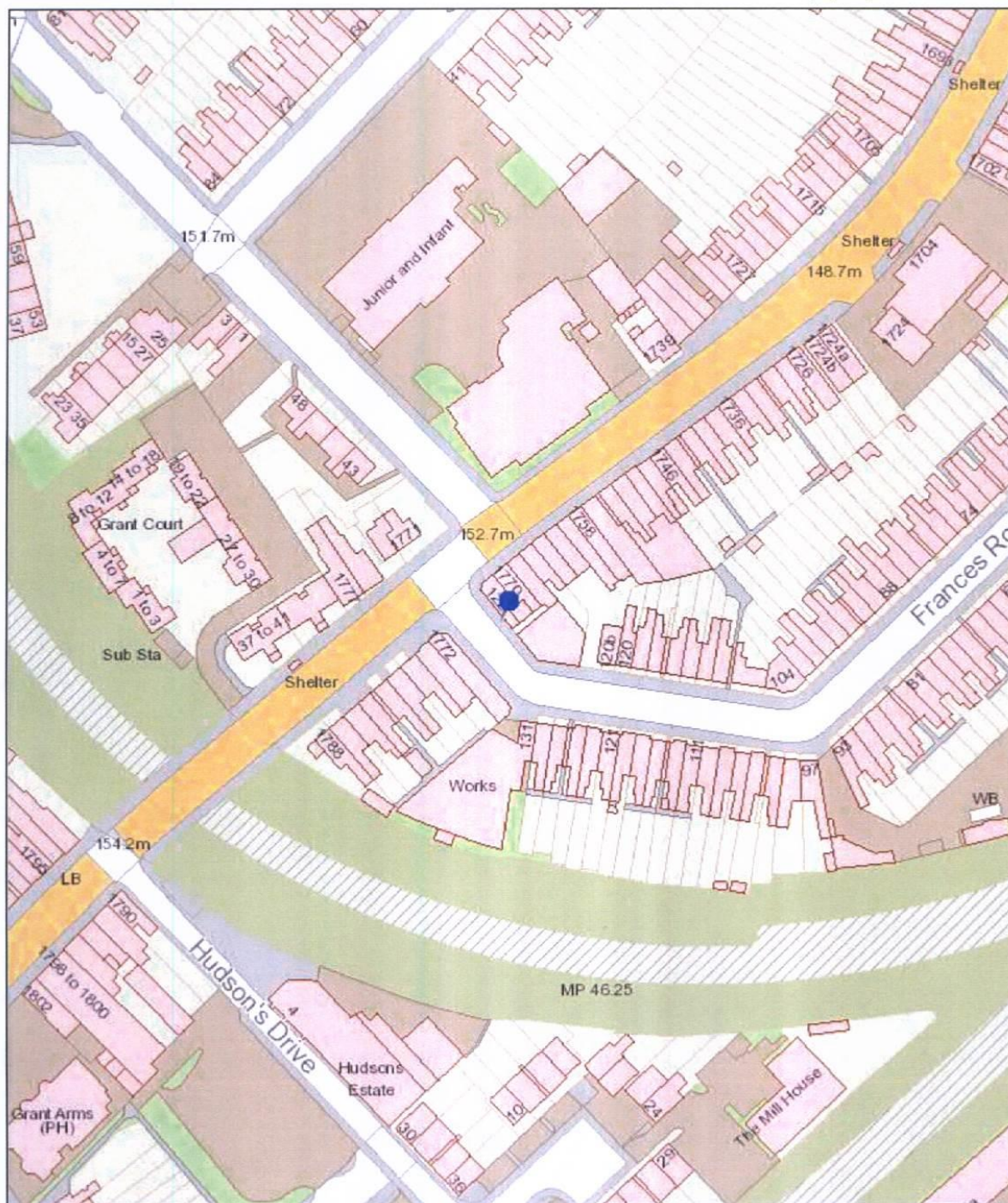
Date of Map Creation: 11/02/2019

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Scale:  
1:4,000





**Birmingham City Council** Map Created By:

Date of Map Creation: 11/02/2019

**Notes**

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Scale:  
 1:1,250



## BIRMINGHAM CITY COUNCIL

## PUBLIC REPORT

<b>Report to:</b>	<b>Licensing Sub Committee B</b>
<b>Report of:</b>	<b>Director of Regulation &amp; Enforcement</b>
<b>Date of Meeting:</b>	<b>Tuesday 19<sup>th</sup> March 2019</b>
<b>Subject:</b>	<b>Licensing Act 2003 Multiple Temporary Event Notices</b>
<b>Premises:</b>	<b>Quantum, 77a Upper Trinity Street, Birmingham, B9 4EG.</b>
<b>Ward affected:</b>	<b>Bordesley &amp; Highgate</b>
<b>Contact Officer:</b>	<b>Mr Shaid Yasser, Senior Licensing Officer 0121 303 9896 <a href="mailto:licensing@birmingham.gov.uk">licensing@birmingham.gov.uk</a></b>

**1. Purpose of report:**

To consider an objection notice to Temporary Event Notices (TENs), which seeks to permit the provision of licensable activities on the dates and times as detailed in each TEN attached to this report as an Appendix.

**2. Recommendation:**

To consider the objection notice made by West Midlands Police and Environmental Health.

**3. Brief Summary of Report:**

Temporary Event Notices were submitted by Thomas Jenkins and received on 6<sup>th</sup> March 2019 in respect of Quantum Exhibition Centre, 77a Upper Trinity Street, Birmingham, B9 4EG.

An objection notice has been received from West Midlands Police & Environmental Health.

**4. Compliance Issues:**

When carrying out its licensing functions, a licensing authority must have regard to the Guidance issued by the Secretary of State under section 182 of the Licensing Act 2003.

**4.1 Consistency with relevant Council Policies, Plans or Strategies:**

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

## **5. Relevant background/chronology of key events:**

Thomas Jenkins submitted on 6<sup>th</sup> March 2019, Temporary Event Notices in respect of Quantum Exhibition Centre, 77a Upper Trinity Street, Birmingham, B9 4EG.

The Temporary Event Notices are attached as Appendices 1 to 3.

An objection notice has been received from West Midlands Police, see Appendix 4.

An objection notice has been received from Environmental Health, see Appendix 5.

The current premises licence is attached at Appendix 6.

Site location plans are attached, see Appendix 7.

Under the licensing system of TENs, no actual permission is required to carry out a licensable activity on a temporary basis. An applicant must merely give notice of his intentions to operate a licensable activity to the licensing authority.

However, the police or local authority exercising environmental health functions may intervene to prevent such events taking place or agree a modification of the proposed arrangements, and their intervention may in some cases result in the licensing authority imposing conditions on each TEN.

Where TENs are submitted, and objection notice(s) are maintained, the licensing authority must consider the objection(s) at a hearing before a counter notice, or a notice including a statement of conditions can be issued.

When giving TENs, consideration should be given to the following four licensing objectives:

1. The prevention of crime and disorder
2. public safety
3. The prevention of public nuisance; and
4. The protection of children from harm

If the TENs are in connection with licensable activities at licensed premises, the licensing authority may also impose one or more of the existing licence conditions on the TENs if it considers that this is appropriate for the promotion of the licensing objectives.

## **6. List of background documents:**

Temporary Event Notices, attached at Appendices 1 to 3.

Objection notice from West Midlands Police, attached at Appendix 4.

Objection notice from Environmental Health, attached at Appendix 5.

Premises Licence, attached at Appendix 6.

Site location plans, Appendix 7.

## **7. Options available**

At the hearing the Licensing Authority must consider each TEN separately and determine whether to:

Allow the proposed temporary licensable activities as stated in each TEN

Impose conditions on each TEN to promote the licensing objectives

Refuse the proposed temporary licensable activities as stated in each TEN



**Birmingham**  
**Temporary Event Notice**  
**Licensing Act 2003**

For help contact  
[licensingonline@birmingham.gov.uk](mailto:licensingonline@birmingham.gov.uk)  
 Telephone: 0121 303 9896

\* required information

**Section 1 of 9**

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

System reference

Not Currently In Use

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

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Put "no" if you are applying on your own behalf. For an agent acting on behalf of a business you own or work for.

LICENSING SECTION  
 DATE RECEIVED

05 MAR 2010

**Applicant Details**

\* First name

Thomas

\* Family name

Jenkins

\* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

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

☒ Applying as an individual

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

Continued from previous page...

**Your Address**

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="77A"/>
* Street	<input type="text" value="Upper Trinity Street"/>
District	<input type="text"/>
* City or town	<input type="text" value="Birmingham"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text" value="B9 4EG"/>
* Country	<input type="text" value="United Kingdom"/>

**Section 2 of 9**

**APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)**

Have you had any previous or maiden names?

☒ Yes

☐ No

Enter details of any previous names or maiden names

First name	<input type="text"/>
Family name	<input type="text"/>

\* Your date of birth

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
dd		mm		yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Continued from previous page...

### Correspondence Address

Is the address the same as (or similar to) the address given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text" value="77A"/>
Street	<input type="text" value="Upper Trinity Street"/>
District	<input type="text"/>
City or town	<input type="text" value="Birmingham"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="B9 4EG"/>
Country	<input type="text" value="United Kingdom"/>

### Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>

### Section 3 of 9

#### THE PREMISES

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

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

\* Does the premises have an address?

☒ Yes

☐ No

Continued from previous page...

### Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

☒ Yes

☐ No

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

\* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

☐ Neither

☒ Premises licence

☐ Club premises certificate

\* Premises licence number

### Location Details

\* Provide further details about the location of the event

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

Continued from previous page...

#### Section 4 of 9

#### LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises

(see also guidance on completing the form, note 6):

- ☐ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

(See also guidance on completing the form, note 7).

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

(See also guidance on completing the form, note 8).

#### Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

(see also guidance on completing the form, note 9)

Event start date

07 / 04 / 2019  
dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date

07 / 04 / 2019  
dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

(see also guidance on completing the form, note 10)

00:30-03:00

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

(see also guidance on completing the form, note 11)

320

Note that the maximum number of people cannot exceed 499.

**Continued from previous page...**

if the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both  
(see also guidance on completing the form, note 12):

- ☒ On the premises only  
☐ Off the premises only  
☐ Both

**Section 5 of 9**

**RELEVANT ENTERTAINMENT** (See also guidance on completing the form, note 13)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

Yes - between the hours of 00:30-03:00

**Section 6 of 9**

**PERSONAL LICENCE HOLDERS** (See also guidance on completing the form, note 14)

Do you currently hold a valid personal licence? ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue  /  /   
dd mm yyyy

Any further relevant details

**Section 7 of 9**

**PREVIOUS TEMPORARY EVENT NOTICES** (See also guidance on completing the form, note 15)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? ☒ Yes ☐ No



Continued from previous page...

State the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year

2

Have you already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

**Section 8 of 9**

**ASSOCIATES AND BUSINESS COLLEAGUES (See also guidance on completing the form, note 16)**

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

**Continued from previous page...**

Has any person with whom  
you are in business carrying  
on licensable activities  
already given a temporary  
event notice for the same  
premises in which the event  
period:

☐ Yes

☒ No

- a) Ends 24 hours or less  
before; or  
b) Begins 24 hours or less  
after the event period  
proposed in this notice?

**Section 9 of 9**

**CONDITION (See also guidance on completing the form, note 18)**

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

**PAYMENT DETAILS**

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

This formality requires a fixed fee of £21

**DECLARATION (See also guidance on completing the form, note 19)**

\* THE INFORMATION CONTAINED IN THIS FORM IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT IT IS AN OFFENCE:

- \* (I) TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT IN CONNECTION WITH THIS TEMPORARY EVENT NOTICE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR SUCH AN OFFENCE TO A FINE OF ANY AMOUNT; AND  
\* (II) TO PERMIT AN UNAUTHORISED LICENSABLE ACTIVITY TO BE CARRIED ON AT ANY PLACE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR ANY SUCH OFFENCE TO A FINE OF ANY AMOUNT, OR TO IMPRISONMENT FOR A TERM NOT EXCEEDING SIX (6) MONTHS, OR TO BOTH.

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

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

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

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

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

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



**Birmingham**  
**Temporary Event Notice**  
**Licensing Act 2003**

For help contact  
[licensingonline@birmingham.gov.uk](mailto:licensingonline@birmingham.gov.uk)  
 Telephone: 0121 303 9896

\* required information

**Section 1 of 9**

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

System reference

Not Currently In Use

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

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

Thomas

\* Family name

Jenkins

\* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

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

☒ Applying as an individual

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

INFORMATION & ENFORCEMENT  
 LICENSING SECTION  
 DATE RECEIVED  
 05 MAR 2010  
 REF NO \_\_\_\_\_  
 INITIALS \_\_\_\_\_

Continued from previous page...

**Your Address**

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="77A"/>
* Street	<input type="text" value="Upper Trinity Street"/>
District	<input type="text"/>
* City or town	<input type="text" value="Birmingham"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text" value="B9 4EG"/>
* Country	<input type="text" value="United Kingdom"/>

**Section 2 of 9**

**APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)**

Have you had any previous or maiden names?

☒ Yes ☐ No

Enter details of any previous names or maiden names

First name	<input type="text"/>
Family name	<input type="text"/>

\* Your date of birth  /  /   
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Continued from previous page...

**Correspondence Address**

Is the address the same as (or similar to) the address given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Additional Contact Details**

Are the contact details the same as (or similar to) those given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

**Section 3 of 9**

**THE PREMISES**

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

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (See also guidance on completing the form, note 2)

\* Does the premises have an address?

☒ Yes

☐ No

*Continued from previous page...*

**Address**

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

☒ Yes

☐ No

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

\* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

☐ Neither

☒ Premises licence

☐ Club premises certificate

\* Premises licence number

**Location Details**

\* Provide further details about the location of the event

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

Continued from previous page...

**Section 4 of 9**

**LICENSABLE ACTIVITIES**

State the licensable activities that you intend to carry on at the premises  
(see also guidance on completing the form, note 6):

- ☐ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

(See also guidance on completing the form, note 7).

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

(See also guidance on completing the form, note 8).

**Event Dates**

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

(see also guidance on completing the form, note 9)

Event start date       /  /   
   dd     mm     yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date      /  /   
   dd     mm     yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

(see also guidance on completing the form, note 10)

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

Note that the maximum number of people cannot exceed 499.

(see also guidance on completing the form, note 11)

**Continued from previous page...**

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both  
(see also guidance on completing the form, note 12):

- ☒ On the premises only  
☐ Off the premises only  
☐ Both

**Section 5 of 9**

**RELEVANT ENTERTAINMENT** (See also guidance on completing the form, note 13)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

Yes - between the hours of 00:30-03:00

**Section 6 of 9**

**PERSONAL LICENCE HOLDERS** (See also guidance on completing the form, note 14)

Do you currently hold a valid personal licence? ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue  /  /   
dd mm yyyy

Any further relevant details

**Section 7 of 9**

**PREVIOUS TEMPORARY EVENT NOTICES** (See also guidance on completing the form, note 15)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? ☒ Yes ☐ No



Continued from previous page...

State the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year

4

Have you already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

#### Section 8 of 9

#### ASSOCIATES AND BUSINESS COLLEAGUES (See also guidance on completing the form, note 16)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

**Continued from previous page...**

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

☐ Yes

☒ No

- a) Ends 24 hours or less before; or  
b) Begins 24 hours or less after the event period proposed in this notice?

**Section 9 of 9**

**CONDITION (See also guidance on completing the form, note 18)**

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

**PAYMENT DETAILS**

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

This formality requires a fixed fee of £21

**DECLARATION (See also guidance on completing the form, note 19)**

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- \* (i) TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT IN CONNECTION WITH THIS TEMPORARY EVENT NOTICE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR SUCH AN OFFENCE TO A FINE OF ANY AMOUNT; AND  
\* (ii) TO PERMIT AN UNAUTHORISED LICENSABLE ACTIVITY TO BE CARRIED ON AT ANY PLACE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR ANY SUCH OFFENCE TO A FINE OF ANY AMOUNT, OR TO IMPRISONMENT FOR A TERM NOT EXCEEDING SIX (6) MONTHS, OR TO BOTH.

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

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

\* Full name   
\* Capacity   
\* Date  /  /   
dd mm yyyy

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

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

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



**Birmingham**  
**Temporary Event Notice**  
**Licensing Act 2003**

For help contact:  
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 Telephone: 0121 303 9896

\* required information

**Section 1 of 9**

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

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

Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

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

Are you:

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

☒ Applying as an individual

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

BCC REGULATION & ENFORCEMENT LICENSING SECTION DATE RECEIVED  06 MAR 2010  REF NO ..... INITIALS .....
--

*Continued from previous page...*

**Your Address**

Address official correspondence should be sent to.

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

**Section 2 of 9**

**APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)**

Have you had any previous or maiden names?

☒ Yes ☐ No

Enter details of any previous names or maiden names

First name

Family name

\* Your date of birth  /  /   
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Continued from previous page...

### Correspondence Address

Is the address the same as (or similar to) the address given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

77A

Street

Upper Trinity Street

District

City or town

Birmingham

County or administrative area

Postcode

B9 4EG

Country

United Kingdom

### Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

### Section 3 of 9

#### THE PREMISES

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

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

\* Does the premises have an address?

☒ Yes

☐ No

Continued from previous page...

### Address

Is the address the same as (or similar to) the address given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

\* Building number or name

\* Street

District

\* City or town

County or administrative area

\* Postcode

\* Country

\* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

☐ Neither

☒ Premises licence

☐ Club premises certificate

\* Premises licence number

### Location Details

\* Provide further details about the location of the event

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below (see also guidance on completing the form, note 3)

Describe the nature of the premises below (see also guidance on completing the form, note 4)

Describe the nature of the event below (see also guidance on completing the form, note 5)

Continued from previous page...

#### Section 4 of 9

##### LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises  
(see also guidance on completing the form, note 6):

- ☒ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

(See also guidance on completing the form, note 7).

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

(See also guidance on completing the form, note 8).

##### Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

(see also guidance on completing the form, note 9)

Event start date

09 / 05 / 2019  
dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date

09 / 05 / 2019  
dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

00:30-03:00

(see also guidance on completing the form, note 10)

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

350

Note that the maximum number of people cannot exceed 499.

(see also guidance on completing the form, note 11)



**Continued from previous page...**

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both  
(see also guidance on completing the form, note 12):

- ☒ On the premises only  
☐ Off the premises only  
☐ Both

**Section 5 of 9**

**RELEVANT ENTERTAINMENT** (See also guidance on completing the form, note 13)

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

Yes - between the hours of 00:30-03:00

**Section 6 of 9**

**PERSONAL LICENCE HOLDERS** (See also guidance on completing the form, note 14)

Do you currently hold a valid personal licence? ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority   
Licence number   
Date of issue  /  /   
dd mm yyyy

Any further relevant details

**Section 7 of 9**

**PREVIOUS TEMPORARY EVENT NOTICES** (See also guidance on completing the form, note 15)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? ☒ Yes ☐ No

Continued from previous page...

State the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year

3

Have you already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

#### Section 8 of 9

#### ASSOCIATES AND BUSINESS COLLEAGUES (See also guidance on completing the form, note 16)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

☐ Yes ☒ No

Continued from previous page...

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

☐ Yes

☒ No

- a) Ends 24 hours or less before; or  
b) Begins 24 hours or less after the event period proposed in this notice?

#### Section 9 of 9

#### CONDITION (See also guidance on completing the form, note 18)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

#### PAYMENT DETAILS

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

This formality requires a fixed fee of £21

#### DECLARATION (See also guidance on completing the form, note 19)

\* THE INFORMATION CONTAINED IN THIS FORM IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT IT IS AN OFFENCE:

- 1 \* (I) TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT IN CONNECTION WITH THIS TEMPORARY EVENT NOTICE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR SUCH AN OFFENCE TO A FINE OF ANY AMOUNT; AND  
1 \* (II) TO PERMIT AN UNAUTHORISED LICENSABLE ACTIVITY TO BE CARRIED ON AT ANY PLACE AND THAT A PERSON IS LIABLE ON SUMMARY CONVICTION FOR ANY SUCH OFFENCE TO A FINE OF ANY AMOUNT, OR TO IMPRISONMENT FOR A TERM NOT EXCEEDING SIX (6) MONTHS, OR TO BOTH.

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

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

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

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

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

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

---

**From:** bw licensing  
**Sent:** 12 March 2019 10:16  
**To:** Licensing; Pollution Team  
**Cc:**  
**Subject:** Quantum Exhibition Centre, 77A Upper Trinity Street, B9 4EG X 3 TEN APPLICATIONS  
**Attachments:** QUANTUM TEN 760970.pdf; QUANTUM TEN 760974.pdf; QUANTUM 760978 TEN.pdf

Licensing,

West Midlands Police formally make representation to the grant of this Ten. West Midlands Police believe if granted the licensing objectives, the prevention of crime and disorder along with the prevention of public nuisance will not be promoted.

West Midlands Police recently dealt with this venue on its application and it was agreed due to the cumulative impact policy in place the trading hours would be kept until 12:30am in an attempt to promote the licensing objectives. The police believe trading past these hours will inevitably impact on crime, disorder and public nuisance.

Regards

PC 1978 Walker  
Birmingham Police Central Licensing Team  
Birmingham Partnerships  
Lloyd House

**Lisa Woodward**

---

**From:** Martin Key on behalf of Pollution Team  
**Sent:** 11 March 2019 17:49  
**To:** Licensing Online; info@quantumexhibitioncentre.co.uk  
**Cc:** 'bw licensing'; Pollution Team  
**Subject:** RE: Quantum Exhibition Centre, 77A Upper Trinity Street, B9 4EG X 3 TEN APPLICATIONS

**Importance:** High

Hi

I am responding on behalf of the Environmental Health team as a responsible authority. I have received an application for three TENs as follows:-

1. 7 April 2019 – 00.30 – 03.00 regulated entertainment, relevant entertainment and late night refreshment
2. 21 April 2019 – 00.30 – 03.00 regulated entertainment, relevant entertainment and late night refreshment
3. 9 May 2019 – 00.30 – 03.00 sale of alcohol, regulated entertainment, relevant entertainment and late night refreshment

I am concerned that there is a risk of public nuisance as no operational controls have been submitted, there is no noise risk assessment and the conditions attached to the existing licence have not been carried forward as applying to the TENs. I have discussed these issues following previous TEN notifications most recently in January and again they have not been addressed in these applications.

As the time for assessment of this TEN is almost over and in the absence of details of the event and how the licensing objectives will be addressed I would therefore object to the grant of the TEN on the basis of the of impact on the licensing objective of the prevention of public nuisance. I am prepared to continue to consider any further information or mitigation the applicant may wish to submit.

Best Regards

Martin Key  
 Environmental Protection Officer

---

Environmental Health | Regulation & Enforcement Division  
 ☎: +44 (0) 121 303 2034 | ✉: [martin.key@birmingham.gov.uk](mailto:martin.key@birmingham.gov.uk)  
 ✉: Environmental Health, Manor House, PO Box 16977, Birmingham, B2 2AE  
 (Office Site: Environmental Protection, 1st Floor, 40 Moat Lane, Birmingham, B5 5BD)  
 🌐: [www.birmingham.gov.uk/eh](http://www.birmingham.gov.uk/eh) | Facebook: ehbbham | Twitter: @ehbbham

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

🌱 Please consider the environment before printing this email

**From:** Karen Knight **On Behalf Of** Licensing Online  
**Sent:** Thursday, March 07, 2019 12:05 PM  
**To:** 'bw licensing'; Pollution Team  
**Subject:** Quantum Exhibition Centre, 77A Upper Trinity Street, B9 4EG X 3 TEN APPLICATIONS

Dear all,

Please see attached applications for your consideration, received via gov.uk on 6<sup>th</sup> March 2019.

## BIRMINGHAM CITY COUNCIL

LICENSING ACT 2003PREMISES LICENCE

Premises Licence Number:

4986 / 1

**Part 1 - Premises details:**

<b>Postal address of premises, or if none, ordnance survey map reference or description</b>	
Quantum 77a Upper Trinity Street Digbeth	
<b>Post town:</b>	<b>Post Code:</b>
Birmingham	B9 4EG
<b>Telephone Number:</b>	
-	

**Where the licence is time limited the dates**

N/A

**Licensable activities authorised by the licence**

A	Plays
B	Films
C	Indoor sporting events
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**

Sunday - Thursday	10:00 - 00:30	A , B , C , E , F , G , H , M3
	23:00 - 00:30	L
Friday - Saturday	10:00 - 00:30	A , B , C , E , F , G , H
	10:00 - 02:00	M3
	23:00 - 02:00	L
Until 02:00am on Christmas Eve, New Year's Eve and Bank Holiday		All

**The opening hours of the premises**

Sunday - Thursday	09:00 - 01:00
Friday - Saturday	09:00 - 02:30
Until 02:00am on Christmas Eve, New Year's Eve and Bank Holiday	

BIRMINGHAM CITY COUNCIL

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

On and Off Supplies

Part 2

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

Nightlife Outreach  
77a Upper Trinity Street  
Digbeth

Post town:

Birmingham

Post Code:

B9 4EG

Telephone Number:

Email

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

1168684

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

Miss Olivia Jane Rhoden

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

9113

Issuing Authority

BIRMINGHAM CITY COUNCIL

Dated 19/12/2018



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



## **BIRMINGHAM CITY COUNCIL**

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.

## **BIRMINGHAM CITY COUNCIL**

### **Annex 2 – Conditions consistent with operating schedule**

#### **2a) General conditions consistent with the operating schedule**

A DPS/Premises License Holder will be on the premises when they operate as agreed with West Midlands Police.

The Premises License Holder shall meet with the Safety Advisory Group (SAG) if needed for any specific event where concerns are raised during initial risk assessment at the premises.

Regulated entertainment shall take place indoors only.

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

The Premises License Holder shall ensure that there are continuous discussions between West Midlands Police, the appointed security/stewarding company and the event organisers will take place prior to and during the period that any 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 West Midlands Police taking into account the experience of previous events in the premises/location.

The Premises License Holder shall ensure that individuals who are drunk, disorderly or both will not be permitted to access the premises/removed from the premises.

The Premises License Holder shall ensure that a CCTV system is installed at the premises. CCTV is to be operational covering all licensable areas whilst the premises are open and be recording continually. The recordings are to be kept for a minimum of 31 days. The CCTV images are to be made available to any responsible authority immediately on request. The CCTV system will cover entrance and queuing areas to the premises. A number of staff will be designated to monitor the CCTV screens.

The Premises License Holder is to maintain a door staff register. This will contain name, address, SIA badge numbers and identification documents for all door staff working at the premises on an event by event basis and will be retained for a period of 6 months.

The Premises License Holder will ensure that door supervisors stationed outside the front of the premises wear high visibility jackets/coats/vest's and will have their SIA badge held in a clear arm sleeve. Door supervisors inside the premises will wear high visibility waist coats/vest's with their SIA badge held in a clear arm sleeve.

The Premises License Holder will maintain an incident book and record all incidents that occur inside and immediately outside the premises. The incident book will be made available for inspection immediately at any time when requested by any Responsible Authority.

The Premises License Holder shall ensure that the premises will operate a drugs policy and lost and found property policy. Copies of both will be made available for inspection immediately at any time when requested by any Responsible Authority.

The Premises License Holder shall ensure that the entrance area together with the queuing area is sufficiently lit.

The Premises License Holder will operate agreed queuing/entry and dispersal policies which will be agreed with West Midlands Police.

The number of door staff deployed for each event will be assessed through a written risk assessment for that event.

The premises will have a documented drugs policy which will deal with searching (and methods of searching) confiscation, storage, disposal.

If the premises are used for any new event the Premises license holder/DPS must provide an event

## **BIRMINGHAM CITY COUNCIL**

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 of veto.

The Premises Licence Holder/DPS must provide a list of events and risk assessments to West Midlands Police Birmingham Licensing and Birmingham City Council Environmental Health Department for all events with finishing times after midnight a minimum of 14 days before the event.

Written recommendations set by the SAG Group 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.

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

The Premises License Holder will undertake a fire risk assessment which will be shared with the West Midlands Fire Service and West Midlands Police.

The designated smoking area will be well lit, and covered by CCTV with SIA security personnel present to minimize noise and supervise that all customers comply with the Zero Tolerance Drugs Policy.

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

The DPS shall, prior to any licensed activity taking place, submit in writing a noise management plan to Environmental Protection Unit of Birmingham City Council. The noise management plan (NMP) shall include a risk assessment and outline the measures to be adopted to reduce the noise impact of activities associated with the premises including any music, deliveries, recycling and refuse collections, smoking areas, customers, parking and taxi pick up. The noise management plan shall be reviewed after each event and a revised noise management plan shall be submitted to Birmingham City Council Environmental Health Department for approval before any future event takes place where the review and risk assessment identifies that the noise impact or necessary operational controls for the event need to be revised from the approved noise management plan. All operational controls and management actions required by the approved noise management plan shall be instigated at all times and all staff shall be adequately trained in their role in implementing the plan.

All external doors and windows shall be kept closed during live music or amplified music, speech or sound except as necessary for safe and effective access and egress.

To avoid nuisance being caused to nearby noise sensitive premises the DPS, or other nominated person/staff, shall monitor the external areas of the premises including the smoking area, the frontage (onto Upper Trinity Street) and the corner of Upper Trinity Street and Adderley Street, whenever licensed activities are being undertaken and also until all patrons have been effectively dispersed. If necessary, they shall remind customers to be respectful of neighbours.

The DPS shall limit the number of customers going outside to use the smoking area and shall take appropriate steps to avoid customers leaving any doors open or using the frontage of the premises to congregate or smoke.

No alcoholic drinks shall be removed from the premises. Any non-alcoholic drinks taken into the smoking area shall be in open plastic containers.

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

There shall be no speakers used for amplified music, speech or sound outside the building at any time.

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.

## **BIRMINGHAM CITY COUNCIL**

The premises shall have an approved documented dispersal policy (approval needed in writing from Birmingham City Council Environmental Health department and West Midlands Police Birmingham Licensing Department), which shall be implemented for dispersal at all times the premises are open for licensable activity. The policy shall include the dispersal of customers exiting the premises away from nearby residential properties. The dispersal policy shall be reviewed periodically or in the case of noise complaints relating to dispersal activities and revised as necessary and the revised policy shall be submitted in writing to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health Department for approval. All operational controls and management actions required by the approved dispersal policy shall be instigated at all times. All entrances shall be supervised by door staff who shall ensure that the dispersal policy is followed and people accessing and egressing the premises do not cause noise nuisance to nearby residential premises. "

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

The Premises License 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 for premises during a licensable event who appears to be under 25 will be asked for photographic ID to prove their age. The ID that will be accepted is a passport, driving license with a photograph or an accredited proof of age card bearing the PASS mark hologram.

The Premises License Holder will ensure that if the premises wish to conduct an underage event, then the premises must supply a 28 day notice, together with a risk assessment. West Midlands Police have a power of veto over any such event.

The Premises License Holder will ensure the premise operates a strict close down policy, if a late night event is to take place. The premises is to close for a minimum of 1 hour with all areas searched, before reopening and operating the challenge 25 scheme.

**BIRMINGHAM CITY COUNCIL**

**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

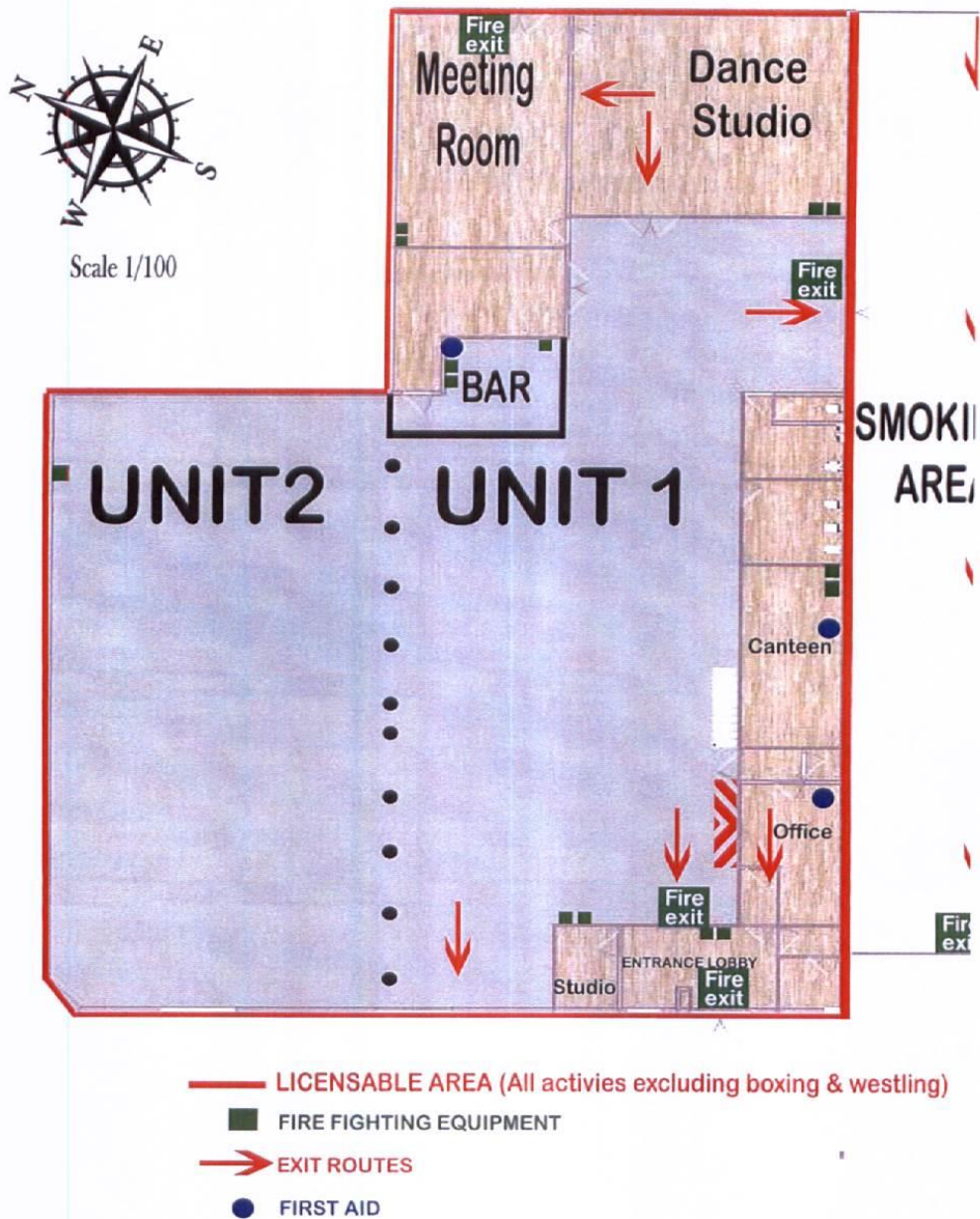
**3d) Committee conditions to promote the prevention of public nuisance**

N/A

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

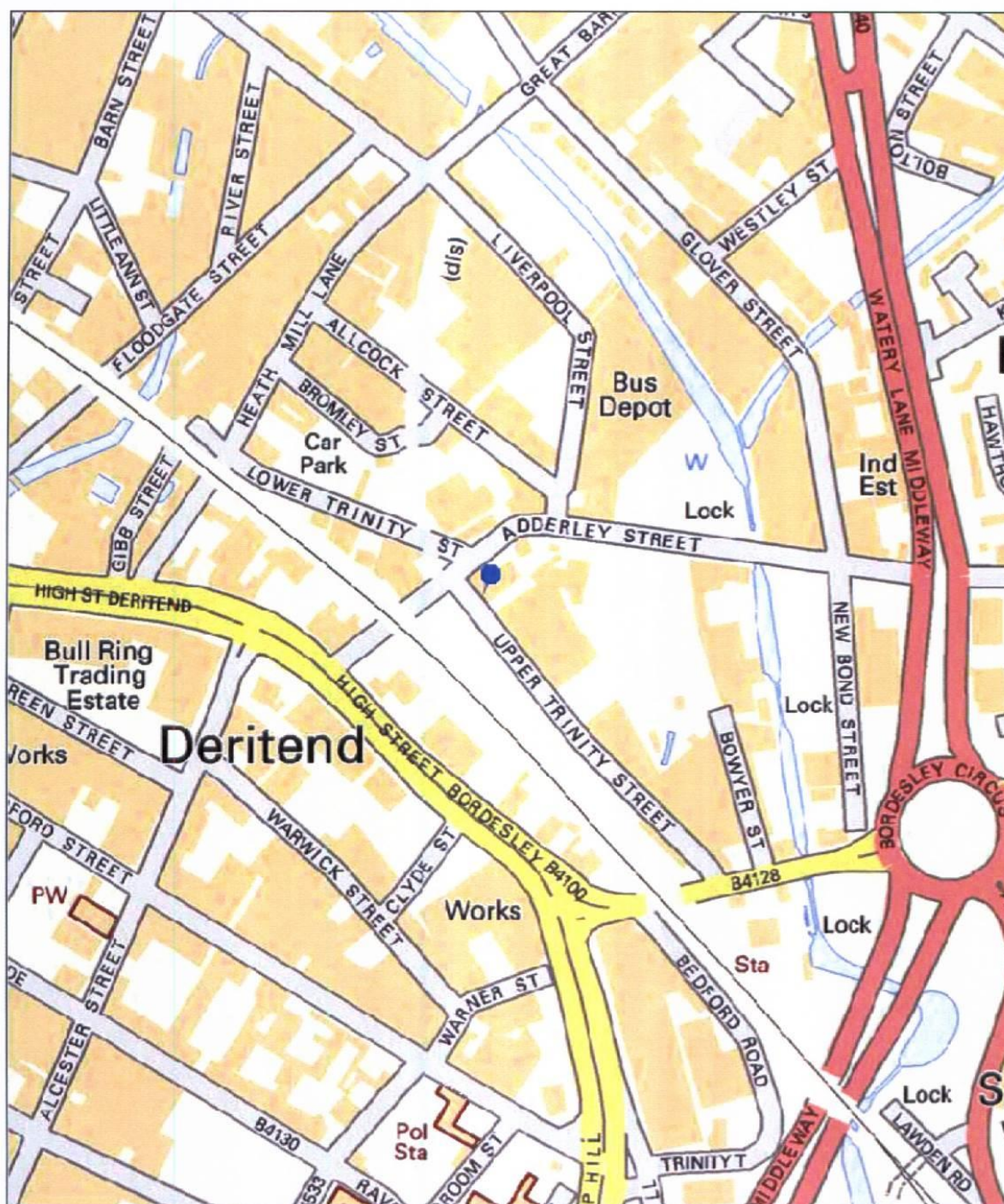
N/A

Annex 4 – Plans



Mobile Fire fighting equipment stored in office to be used where necessary  
For example Stage, Lighting production areas, Live Music using electrical equipment





Map Created By:

Notes

Date of Map Creation: 13/03/2019

Scale:  
1:4,000

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Scale:  
 1:1,250





## SECURITY RISK ASSESSMENT &amp; DEPLOYMENT PLAN

FOR

Quantum, 77A Upper Trinity Street, Digbeth, B9 4EG

DATE: 09/05/2019

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Background & Overview	<p>The venue is at 77A Upper Trinity Street, Digbeth, Birmingham, B9 4EG</p> <p>Doors will open at 9pm with the event due to start at approximately 9pm and proceedings finishing at 3:00am and the venue closes at 3:30am allowing 30 minutes for attendees to drink up and arrange transport without causing a nuisance waiting outside the venue.</p> <p>This event is covered by the existing premises license with an additional TEN, however due to the nature of the event; a further risk assessment has been carried out.</p> <p>The Ten will only be for: The sale of alcohol will be from 12.30 - 03.00</p> <p>Regulated entertainment from 12.30 - 03.00</p> <p>Quantum is a multipurpose events venue in Digbeth, hosting a variety of sports, social events, community groups, live music, and festivals.</p> <p><i>Event : Private event (Invite/employee plus Guest only from the Danter Staff and Wilson family members) Fundraiser with Danter Attractions &amp; Nightlife Outreach,</i></p> <p><i>Estimated Attendance: 300-350</i></p> <p><i>Due diligence: Previously worked with Danter Attractions on the Big Wheel &amp; Ice Ring in partnership with Birmingham City Council, BCU, HS2 and Millennium point. Event is a yearly occurrence for Danter employees which has been previously held at Rainbow Venues, in 2018 held at Spotlight (lower Trinity Street)</i></p> <p><i>Public Nuisance: A cloud CX335 compressor sound limiter has been permanently installed to insure, 0% public nuisance at nearest noise sensitive properties. (closest property Digbeth High Street contact Details Pem:-</i></p>
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**Key Contacts and Information:**

Venue	Quantum, 77A Upper Trinity Street, Digbeth, Birmingham, B9 4EG
Organiser / DPS	Organizer: Danter Attractions / Dean Wilson – Emily Danter DPS: Olivia Rhoden C/O 77A Upper Trinity Street, Digbeth, Birmingham, B9 4EG
Security / Event Management	Dean Wilson – [REDACTED] Lyons Security - [REDACTED]
Acts / Artists	Local DJ
First Aid	Security Staff are First Aid trained – Contact on the day is Stacey (Head Doorman)
Event Details: Advertising, Tickets etc	This Not a public event;
Challenge 25	In operation throughout the night. DPS will supervise all bar staff.



Key

<u>Risk Number</u>	<u>Risk Rating</u>	<u>Risk Color</u>
1	Low – No Concern	
2 and 3	Medium – Some Concern; are there any other things that could be done?	
4 and 5	High – Major Concern; control measures need to be put in place to reduce risk.	

Security Risk Assessment:

AREA Where might this occur?	RISKS <i>What are the potential dangers?</i>	Current Risk Rating	CONTROL MEASURES <i>What steps need to be taken to eliminate or reduce the risk?</i>	New Risk Rating
<b>Venue Entrance and Foyer</b>	1) Uncontrolled Crowds.	4	SIA security personnel will monitor and manage customers queuing outside and entering the venue.  A steady flow of Guest expected to arrive between 9pm – 11.30pm  Last entry for late arrivals Midnight.	1



	2) Prohibited items entering event.	5	<p>SIA security personnel (including a female Door Supervisor) will be on duty at the venue entrance and a compulsory search policy will be in operation with hand held metal detectors utilised when necessary.</p> <p>Persons who leave the event and seek re-entry may be subject to a further search.</p> <p>Any prohibited items discovered will be logged accordingly and handed over to the venue duty manager.</p>	2
	3) Persons under the influence of drink / drugs entering event.	2	<p>SIA security personnel will be on duty at the venue entrance and anyone who is obviously drunk or under the influence of drugs will be refused entry to the event.</p> <p>Training will be provided to supplement Door Supervisors SIA Course qualification to make sure that all guests are treated in accordance with our wellness policy.</p>	1
	4) Noise and disruption from customers leaving the event.	2	<p>At the end of the event, security personnel from inside the venue will be redeployed to the foyer and externally to assist with the orderly exit and swift dispersal of customers.</p>	1



Security Risk Assessment (Continued):

AREA Where might this occur?	RISKS What are the potential dangers?	Current Risk Rating	CONTROL MEASURES What steps need to be taken to eliminate or reduce the risk?	New Risk Rating
<b>MAIN ROOM</b>	1) Overcrowding	3	<p>If venue reaches maximum occupancy 499 then it will be an one in and one out system, this will be managed by the head door supervisor who will have a counting clicker at all times, which will monitor both people leaving and entering.</p> <p>The door supervisor and venue management MUST monitor these figures to ensure the safety of occupancy levels.</p>	2
	2) Violent / Disorderly Behavior.	2	<p>Due to the nature of the event this will be a low risk night. However the following conditions will apply.</p> <p>After the majority of customers have entered the event an element of the security resource originally on duty at the venue entrance will be reassigned to the main hall, where this event is being held, in order to provide a "patrol &amp; response" capability.</p> <p>Persons at the event who become drunk and / or disorderly will not be served any more alcoholic drinks and will be ejected from the venue if uncooperative.</p> <p>(Females will be asked to wait in the First Aid room until transport home has been arranged)</p>	1



	3) Under Age Drinking.	3	No under-18s will be permitted access to this event. No entry will be allowed without verified ID.  A "Challenge 25" policy will be in operation so that anyone who looks under 25 will be required to produce official identification to prove that they are aged 18 or over.	1
	4) Persons Taking or Dealing Drugs.	4	SIA security personnel on duty will undertake regular toilet checks.  Anyone suspected of dealing or taking illegal substances will be ejected from the event / venue	2



Deployment Plan:

Number	Type	Radio	Location	Notes
1	SIA Head Doorman	Yes	<u>Outside Venue Entrance</u>	Head supervisor with clicker 8:30PM Start
2	SIA Door Supervisor	Yes	<u>Outside Venue Entrance</u>	8:30pm Start
3	SIA Door Supervisor	Yes	<u>Venue Entrance</u>	9pm Start
4	SIA Door Supervisor	Yes	<u>Inside</u>	9pm Start
5	SIA Door Supervisor	Yes	<u>Inside</u>	9pm Start
6	SIA Door Supervisor	No	<u>Smoking / Toilet Check</u>	9pm Start



**Temporary event:** Extension of licensable hours.

The Temporary licence will continue to be covered by **Public nuisance Conditions** on Licence 4986/1.

GENERAL Regulated entertainment shall take place indoors only.

CRIME The Premises Licence Holder/DPS must provide a list of events and risk assessments to West Midlands Police Birmingham Licensing and Birmingham City Council Environmental Health Department for all events with finishing times after midnight a minimum of 14 days before the event.

NUISANCE The DPS shall, prior to any licensed activity taking place, submit in writing a noise management plan to Environmental Protection Unit of Birmingham City Council. The noise management plan (NMP) shall include a risk assessment and outline the measures to be adopted to reduce the noise impact of activities associated with the premises including any music, deliveries, recycling and refuse collections, smoking areas, customers, parking and taxi pick up. The noise management plan shall be reviewed after each event and a revised noise management plan shall be submitted to Birmingham City Council Environmental Health Department for approval before any future event takes place where the review and risk assessment identifies that the noise impact or necessary operational controls for the event need to be revised from the approved noise management plan. All operational controls and management actions required by the approved noise management plan shall be instigated at all times and all staff shall be adequately trained in their role in implementing the plan.

NUISANCE All external doors and windows shall be kept closed during live music or amplified music, speech or sound except as necessary for safe and effective access and egress.

NUISANCE To avoid nuisance being caused to nearby noise sensitive premises the DPS, or other nominated person/staff, shall monitor the external areas of the premises including the smoking area, the frontage (onto Upper Trinity Street) and the corner of Upper Trinity Street and Adderley Street, whenever licensed activities are being undertaken and also until all patrons have been effectively dispersed. If necessary, they shall remind customers to be respectful of neighbours.

NUISANCE The DPS shall limit the number of customers going outside to use the smoking area and shall take appropriate steps to avoid customers leaving any doors open or using the frontage of the premises to congregate or smoke.

NUISANCE No alcoholic drinks shall be removed from the premises. Any non-alcoholic drinks taken into the smoking area shall be in open plastic containers.

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

NUISANCE There shall be no speakers used for amplified music, speech or sound outside the building at any time.

NUISANCE 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.



The premises shall have an approved documented dispersal policy (approval needed in writing from Birmingham City Council Environmental Health department and West Midlands Police Birmingham Licensing Department), which shall be implemented for dispersal at all times the premises are open for licensable activity. The policy shall include the dispersal of customers exiting the premises away from nearby residential properties. The dispersal policy shall be reviewed periodically or in the case of noise complaints relating to dispersal

**NUISANCE** activities and revised as necessary and the revised policy shall be submitted in writing to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health Department for approval. All operational controls and management actions required by the approved dispersal policy shall be instigated at all times. All entrances shall be supervised by door staff who shall ensure that the dispersal policy is followed and people accessing and egressing the premises do not cause noise nuisance to nearby residential premises.



## Noise Management Policy

Our centre is a multipurpose community venue, running a range of classes, courses, sport clubs, live music events and workshops. Due to the hours of our licence application; we do not anticipate any noise issues; however due to occasional live music, plays, performances and re-enactments we have produced this noise management policy for our staff to follow.

### Assessment of Noise

***A cloud CX335 compressor sound limiter has been permanently installed to insure, 0% public nuisance at nearest noise sensitive properties.***

***Closest property: Digbeth High Street contact Details Pem:-***

***Limiter Settings: 100db with reduction of 15db 20minutes before the end.***

***Location of speakers: On left of sports hall facing east up Upper Trinity Street,***

***Use of Sound Curtains: On Sports Hall shutters, to half main hall.***

These points as follows:

- o Meeting Room, Rehearsal Studio, Sports Hall
- o Outside Main Entrance
- o Corner of Upper Trinity Street and Adderley Street

### Specification, selection and operation of amplified music equipment

Actions to be taken to ensure noise and vibration from regulated entertainment shall be inaudible at the nearest noise sensitive property.

### Building Structure, Design and Layout

- Use of auto closers on lobby doors
- All windows will be kept closed.
- Acoustic curtains used internally on roller shutters.

### Other measures include:

- Reducing the bass content of the music
- The location, direction and number of speakers (face east up upper Trinity Street)
- Mounting speakers on rubber or similar material to reduce transmission into the main building structure.
- Performers made aware of any noise problems and associated controls and monitor their compliance
- Security Staff will be employed after the event ends to make sure dispersal takes place in an orderly and proper manner.
- Verbal announcements prior to dispersal will be made at the end of each night
- Notices will be displayed on external doors asking customers to leave the premises in a quiet and orderly fashion to show respect to local neighbours
- A colour CCTV system approved is fitted, maintained and in use at all times. Police and the local authorities will be given access to and copies of images for purposes in connection with the prevention and detection of crime and disorder.
- Trained staff used to patrol the surrounding area to help control noise from patrons.



- An agreement is made with local cab firms drivers use **TEXT BACK, OR APPS** service to collect their passengers, operate zero tolerance for use of car horns.
- Acoustic sound curtains to be placed in rooms in specific weak parts to dampen sound leakage ( i.e shutter doors)(used as partition to half Sport hall)
- 2 -3 SIA trained Marshalls will be deployed to help the loitering of customers to either get in a taxi or move.
- Up the road away from resident's and the exhibition centre (to minimise any noise to residents or business).
  - All Marshalls who are dealing with exit of customers shall receive training by Quantum to teach our customers the procedure for exiting the venue and also to respect our nearby residents and neighbours.
- Smoking area to be built to the right of the building
- Work closely with the EHO and the police to enforce a zero tolerance on any noise or public nuisance.
- CCTV to be installed in the smoking area and exit to safeguard the venue its staff and its customers.

#### **External**

- Refuse and empty bottle/barrel storage areas will be positioned away from front entrance
- Deliveries and collections scheduled during the day.

#### **Waste management**

The bins will be located within the premises; no bins will be filled externally to reduce noise. Additional wheelie glass bottle bins will deployed & filled at the bar locations,

#### **Standard Opening times**

Monday	10.00-00:30
Tuesday	10.00-00:30
Wednesday	10.00-00:30
Thursday	10.00-00:30
Friday	10.00-00:30
Saturday	10.00-00:30
Sunday	10.00-00:30

Typical day to day operating hours will be considerably shorter than this.

A nominated Duty Manager will be responsible for all licensable activity taking place and will be in constant communication with the West Midlands Police and Environment Health Agency.

**All managers will be fully aware and conversant with the Noise Management Policy.**

Staff will take a pro active approach to noise management including checking noise levels as set out.



**Liaison with Local Residents**

We endeavour to build and maintain a good working relationship with local people and are proactive about controlling noise from the premises.

**Complaints Procedure**

All complaints relating to the venue should be documented immediately. If the complaint relates to the venue, the Duty Manager will investigate the issue and take appropriate action to locate and remove the source and will then monitor the outcome. The Duty Manager will then advise Environmental health officers of actions taken.

**Staff Training**

Staff are provided with training on noise control measures and made aware of internal procedures for assessing and controlling noise and dealing with complaints.

**Entrance & Queuing system**

- The queuing system will be located up Upper Trinity Street, Facing South.
- SIA security staff will maintain : Queuing area, Smoking area walkway, control people numbers and maintain a sterile area
- **Last entry time Midnight**
- Access control barriers will be utilised to control the flow of queues and maintain a sterile area

**Smoking Area policy**

- Smoking area will be located outside of the building the left of the premises in a self contained space.
- The smoking area will be manned by SIA licensed security officers at all times.
- Smoking area capacity 30 persons.



### Event Strategy "Noise Management"

- Openings in the structure of the premises, such as windows, doors and vents that will allow the noise to escape easily must be kept closed during events; all doors are fitted with auto closers.
- Acoustic lobbies to doors Installed to provide good noise control. Care has be taken that any door to a lobby on a fire exit route is still capable of easy and rapid opening in the direction of exit in the case of emergency evacuation, and that the appropriate fire protection is provided after acoustic treatment.
- Ensure that doors are not opened unnecessarily during events.
- Playing calmer-types of music at a lower volume towards closing time encourage patrons to leave in a less rowdy manner, spread over a longer period so that the peak number leaving, and peak noise, is reduced.
- Sound reduced by 15 db last 20 minutes of event
- Allowances for drinking up time of 30 minutes to spread the egress of patrons
- Notices are at exits requesting the co-operation of patrons help to reduce noise. Door supervisors are to manage the coming and going of patrons.
- All staff will be made aware of the noise management strategy and the reasons behind the control; measure put in place in the pre-event training.
- Prior to the end of the event, the pedestrian barriers at the front of the venue and the smoking area will be reconfigured to funnel customers away from the venue towards Adderley Street, north from Upper Trinity Street
- Security personnel from inside the venue will be reassigned to external positions to assist with the managed dispersal of crowds and to discourage loitering and / or anti social behaviour.
- Management will use **Decibel X Pro** app to monitor sound levels in Smoking areas, queue and during dispersal.



## **Fire Emergency Evacuation Procedures**

### **Emergency plan**

This plan includes:

- the action to be taken by staff in the event of fire
- the evacuation procedure
- the arrangements for calling the fire brigade
- the location of assembly points

The plan is posted in prominent positions where staff can become familiar with it. More detailed plans are available in areas identified as being at higher risk from fire.

### **Raising the alarm**

On discovering a fire, raise the alarm activating the nearest push-glass fire alarm call-point (small red box, close to major exits and staff only areas).

If safe to do so, use an appropriate fire extinguisher to tackle the fire, but only if your exit is clear.

Leave the building by the nearest exit.

Call the Fire & Rescue Service on 999 and state location as the Quantum Exhibition Centre: 77A Upper Trinity Street, Digbeth, B9 4EG

If the site requires evacuation for any other reason, the designated supervisor or building manager will authorise the activation of the alarm via a fire panel.

### **Evacuation procedure:**

#### **Staff**

If you hear a continuous siren leave the building immediately by the nearest exit. Escort any visitors/contractors from the building.

If an intermittent alarm is heard, there is a fire alert that requires investigation. Be prepared to leave if this becomes a continuous siren.

### **Appropriate Assembly Points:**

**Assembly Point One – Underneath Bridge on Adderley Street**

**Assembly Point Two – Pirate Studios Car Park**

Report missing persons or those in difficulty to the Fire Safety Manager, or assembly point. Fire Marshal will relay information to the Fire and Rescue Service on arrival.

#### **Fire Marshals**

If alarm is sounded, the Fire Safety Manager or deputy will attend the fire system panel. Identifying the location of the alert.



**Main Entrance:** Prevent public access to the site, and direct any attending emergency services.

**Upper Trinity Street:** keep evacuating personnel moving towards assembly points. Direct emergency services if required until evacuation is completed.

**Upper Trinity Street, Adderley St junction:** Keep evacuated personnel stationed at assembly points. Direct emergency services if required.

**Adderley Street:** keep evacuating personnel moving towards assembly points. Direct emergency services and assist Marshal if required.

Fire Marshals (two in number) will attend the assembly point directly.

Any remaining Fire Marshals to be deployed as necessary to ensure buildings and roadways are clear before the arrival of emergency services and to prevent entry or re-entry to buildings before an official 'all clear' by the emergency services or Fire Safety Manager.

#### **Fire Wardens**

Quantum Exhibition Centre uses Fire Wardens to assist in the evacuation during an emergency. Fire Wardens are familiar with the area they are responsible for clearing, including all escape routes.

#### **Fire precautions**

Quantum Exhibition Centre will ensure that adequate fire precautions are in place throughout areas under its control.

This will be achieved by:

- assessing the fire risks in the workplace
- ensuring that a fire can be detected in a reasonable time and that people can be warned
- ensuring that people who may be in the venue can get out safely
- providing appropriate fire-fighting equipment
- ensuring that staff in the venue know what to do if there is a fire
- ensuring that fire safety equipment is checked and maintained

#### **Risk assessment**

Fire Wardens will use a Fire Safety Checklist for the risk assessment of areas under their control.

#### **Responsibilities**

Staff will ensure materials are not stored in gangways, corridors or stairways or where they may obstruct exit doors.

#### **Smoking**

Smoking is not permitted in Quantum Exhibition Centre (or in close proximity to external entrances and exits) except in designated smoking areas.



**Training and instruction**

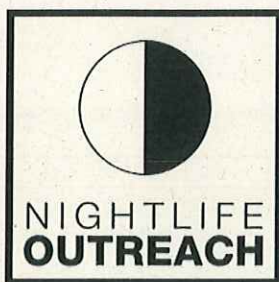
Staff and visitors must be aware of the risks of fire associated with their work. All staff will be told during their induction process:

- how to warn others of the fire including the operation of the fire-warning system
- the location and use of escape routes
- to assist or direct visitors or members of the public from the workplace
- the location of assembly points
- how to summon the fire service
- the location and use of fire safety equipment (where appropriate)
- the arrangements for calling the fire brigade
- All staff will undergo periodic fire safety training, including an annual evacuation procedure.

**Maintenance and testing of fire safety equipment**

The Fire Safety Manager will ensure that fire safety equipment, including fire-fighting equipment, detection and warning systems, means of escape and emergency lighting, are regularly checked and maintained.

## Noise Risk Assessment



### Temporary event Manual

77a Upper Trinity Street  
Digbeth  
B9 4EG

**Temporary event:** Extension of licensable hours.

**Date:** 7<sup>th</sup> April 2019  
**Ten Times** 00.30 – 03.00 (*Regulated Entertainment only*)  
**Event Times:** 21.00 – 03.00  
**Type of event:** Recorded Music  
**Food** No  
**Event closure time:** 03.30

#### Summary

**Persons:** Attendance numbers: 300 - 350  
Age range 25 -35  
**Music policy:** House Music

#### Key assessment areas:

- Smoking area, sound levels & security

#### Ten operational hours

The operational hours are in place to establish accurate noise assessment readings for the duration of 5 hours.

#### Observation schedule

- Regular location noise levels
- Installation noise levels
- Entrance & queuing noise levels
- Regulated entertainment noise levels
- Smoking area noise levels
- Dispersal noise levels
- Dispersal duration
- Post activity noise levels



**Temporary event:** Extension of licensable hours.

The Temporary licence will continue to be covered by **public nuisance Conditions** on Licence **4986/1**.

**GENERAL** Regulated entertainment shall take place indoors only.

**CRIME** The Premises Licence Holder/DPS must provide a list of events and risk assessments to West Midlands Police Birmingham Licensing and Birmingham City Council Environmental Health Department for all events with finishing times after midnight a minimum of 14 days before the event.

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**NUISANCE** Environmental Health Department for approval before any future event takes place where the review and risk assessment identifies that the noise impact or necessary operational controls for the event need to be revised from the approved noise management plan. All operational controls and management actions required by the approved noise management plan shall be instigated at all times and all staff shall be adequately trained in their role in implementing the plan.

All external doors and windows shall be kept closed during live music or amplified music, speech or sound except as necessary for safe and effective access and egress.

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## Noise Management Policy

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## Noise Risk Assessment

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- An agreement is made with local cab firms drivers use **TEXT BACK, OR APPS** service to collect their passengers, operate zero tolerance for use of car horns.
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- 2 -3 SIA trained Marshalls will be deployed to help the loitering of customers to either get in a taxi or move.
- Up the road away from resident's and the exhibition centre (to minimise any noise to residents or business).
  - All Marshalls who are dealing with exit of customers shall receive training by Quantum to teach our customers the procedure for exiting the venue and also to respect our nearby residents and neighbours.
- Smoking area to be built to the right of the building
- Work closely with the EHO and the police to enforce a zero tolerance on any noise or public nuisance.
- CCTV to be installed in the smoking area and exit to safeguard the venue its staff and its customers.

### External

- Refuse and empty bottle/barrel storage areas will be positioned away from front entrance
- Deliveries and collections scheduled during the day.

### Waste management

The bins will be located within the premises; no bins will be filled externally to reduce noise. Additional wheelie glass bottle bins will deployed & filled at the bar locations,

### Standard Opening times

Monday	10.00-00:30
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**All managers will be fully aware and conversant with the Noise Management Policy.**

Staff will take a pro active approach to noise management including checking noise levels as set out.



## Noise Risk Assessment

### **Liaison with Local Residents**

We endeavour to build and maintain a good working relationship with local people and are proactive about controlling noise from the premises.

### **Complaints Procedure**

All complaints relating to the venue should be documented immediately. If the complaint relates to the venue, the Duty Manager will investigate the issue and take appropriate action to locate and remove the source and will then monitor the outcome. The Duty Manager will then advise Environmental health officers of actions taken.

### **Staff Training**

Staff are provided with training on noise control measures and made aware of internal procedures for assessing and controlling noise and dealing with complaints.

### **Entrance & Queuing system**

- The queuing system will be located up Upper Trinity Street, Facing South.
- SIA security staff will maintain : Queuing area, Smoking area walkway, control people numbers and maintain a sterile area
- **Last entry time Midnight**
- Access control barriers will be utilised to control the flow of queues and maintain a sterile area

### **Smoking Area policy**

- Smoking area will be located outside of the building the left of the premises in a self contained space.
- The smoking area will be manned by SIA licensed security officers at all times.
- Smoking area capacity 30 persons.



### Event Strategy "Noise Management"

- Openings in the structure of the premises, such as windows, doors and vents that will allow the noise to escape easily must be kept closed during events; all doors are fitted with auto closers.
- Acoustic lobbies to doors Installed to provide good noise control. Care has be taken that any door to a lobby on a fire exit route is still capable of easy and rapid opening in the direction of exit in the case of emergency evacuation, and that the appropriate fire protection is provided after acoustic treatment.
- Ensure that doors are not opened unnecessarily during events.
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- All staff will be made aware of the noise management strategy and the reasons behind the control; measure put in place in the pre-event training.
- Prior to the end of the event, the pedestrian barriers at the front of the venue and the smoking area will be reconfigured to funnel customers away from the venue towards Adderley Street, north from Upper Trinity Street
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## Fire Emergency Evacuation Procedures

### Emergency plan

This plan includes:

- the action to be taken by staff in the event of fire
- the evacuation procedure
- the arrangements for calling the fire brigade
- the location of assembly points

The plan is posted in prominent positions where staff can become familiar with it. More detailed plans are available in areas identified as being at higher risk from fire.

### Raising the alarm

On discovering a fire, raise the alarm activating the nearest push-glass fire alarm call-point (small red box, close to major exits and staff only areas).

If safe to do so, use an appropriate fire extinguisher to tackle the fire, but only if your exit is clear.

Leave the building by the nearest exit.

Call the Fire & Rescue Service on 999 and state location as the Quantum Exhibition Centre: 77A Upper Trinity Street, Digbeth, B9 4EG

If the site requires evacuation for any other reason, the designated supervisor or building manager will authorise the activation of the alarm via a fire panel.

### Evacuation procedure:

#### Staff

If you hear a continuous siren leave the building immediately by the nearest exit. Escort any visitors/contractors from the building.

If an intermittent alarm is heard, there is a fire alert that requires investigation. Be prepared to leave if this becomes a continuous siren.

### Appropriate Assembly Points:

**Assembly Point One – Underneath Bridge on Adderley Street**

**Assembly Point Two – Pirate Studios Car Park**

Report missing persons or those in difficulty to the Fire Safety Manager, or assembly point. Fire Marshal will relay information to the Fire and Rescue Service on arrival.

### Fire Marshals

If alarm is sounded, the Fire Safety Manager or deputy will attend the fire system panel identifying the location of the alert.

**Main Entrance:** Prevent public access to the site, and direct any attending emergency services.



## Noise Risk Assessment

**Upper Trinity Street:** keep evacuating personnel moving towards assembly points. Direct emergency services if required until evacuation is completed.

**Upper Trinity Street, Adderley St junction:** Keep evacuated personnel stationed at assembly points. Direct emergency services if required.

**Adderley Street:** keep evacuating personnel moving towards assembly points. Direct emergency services and assist Marshal if required.

Fire Marshals (two in number) will attend the assembly point directly.

Any remaining Fire Marshals to be deployed as necessary to ensure buildings and roadways are clear before the arrival of emergency services and to prevent entry or re-entry to buildings before an official 'all clear' by the emergency services or Fire Safety Manager.

### Fire Wardens

Quantum Exhibition Centre uses Fire Wardens to assist in the evacuation during an emergency. Fire Wardens are familiar with the area they are responsible for clearing, including all escape routes.

### Fire precautions

Quantum Exhibition Centre will ensure that adequate fire precautions are in place throughout areas under its control.

This will be achieved by:

- assessing the fire risks in the workplace
- ensuring that a fire can be detected in a reasonable time and that people can be warned
- ensuring that people who may be in the venue can get out safely
- providing appropriate fire-fighting equipment
- ensuring that staff in the venue know what to do if there is a fire
- ensuring that fire safety equipment is checked and maintained

### Risk assessment

Fire Wardens will use a Fire Safety Checklist for the risk assessment of areas under their control.

### Responsibilities

Staff will ensure materials are not stored in gangways, corridors or stairways or where they may obstruct exit doors.

### Smoking

Smoking is not permitted in Quantum Exhibition Centre (or in close proximity to external entrances and exits) except in designated smoking areas.

### Training and instruction

Staff and visitors must be aware of the risks of fire associated with their work. All staff will be told during their induction process:

- how to warn others of the fire including the operation of the fire-warning system
- the location and use of escape routes
- to assist or direct visitors or members of the public from the workplace
- the location of assembly points
- how to summon the fire service



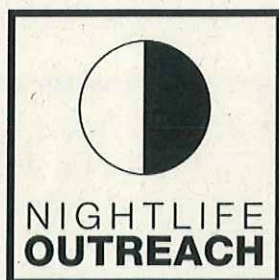
## Noise Risk Assessment

- the location and use of fire safety equipment (where appropriate)
- the arrangements for calling the fire brigade
- All staff will undergo periodic fire safety training, including an annual evacuation procedure.

### **Maintenance and testing of fire safety equipment**

The Fire Safety Manager will ensure that fire safety equipment, including fire-fighting equipment, detection and warning systems, means of escape and emergency lighting, are regularly checked and maintained.





#### Temporary event Manual

77a Upper Trinity Street  
Digbeth  
B9 4EG

**Temporary event:** Extension of licensable hours.

**Date:** 21<sup>th</sup> April 2019  
**Ten Times** 00.30 – 03.00 (*Regulated entertainment only*)  
**Event Times:** 21.00 – 03.00  
**Type of event:** Recorded Music  
**Food** Vegan  
**Event closure time:** 03.15

#### Summary

**Persons:** Attendance numbers 70 – 200  
Age range 35 -60  
**Music policy:** Selection of music from various cultural backgrounds including local arts

#### Key assessment areas:

- Smoking area, sound levels & security

#### Ten operational hours

The operational hours are in place to establish accurate noise assessment readings for the duration of 5 hours.

#### Observation schedule

- Regular location noise levels
- Installation noise levels
- Entrance & queuing noise levels
- Regulated entertainment noise levels
- Smoking area noise levels
- Dispersal noise levels
- Dispersal duration
- Post activity noise levels



**Temporary event:** Extension of licensable hours.

The Temporary licence will continue to be covered by **Public nuisance Conditions** on Licence **4986/1**.

**GENERAL** Regulated entertainment shall take place indoors only.

**CRIME** The Premises Licence Holder/DPS must provide a list of events and risk assessments to West Midlands Police Birmingham Licensing and Birmingham City Council Environmental Health Department for all events with finishing times after midnight a minimum of 14 days before the event.

The DPS shall, prior to any licensed activity taking place, submit in writing a noise management plan to Environmental Protection Unit of Birmingham City Council. The noise management plan (NMP) shall include a risk assessment and outline the measures to be adopted to reduce the noise impact of activities associated with the premises including any music, deliveries, recycling and refuse collections, smoking areas, customers, parking and taxi pick up. The noise management plan shall be reviewed after each event and a revised noise management plan shall be submitted to Birmingham City Council Environmental Health Department for approval before any future event takes place where the review and risk assessment identifies that the noise impact or necessary operational controls for the event need to be revised from the approved noise management plan. All operational controls and management actions required by the approved noise management plan shall be instigated at all times and all staff shall be adequately trained in their role in implementing the plan.

**NUISANCE** All external doors and windows shall be kept closed during live music or amplified music, speech or sound except as necessary for safe and effective access and egress.

**NUISANCE** To avoid nuisance being caused to nearby noise sensitive premises the DPS, or other nominated person/staff, shall monitor the external areas of the premises including the smoking area, the frontage (onto Upper Trinity Street) and the corner of Upper Trinity Street and Adderley Street, whenever licensed activities are being undertaken and also until all patrons have been effectively dispersed. If necessary, they shall remind customers to be respectful of neighbours.

**NUISANCE** The DPS shall limit the number of customers going outside to use the smoking area and shall take appropriate steps to avoid customers leaving any doors open or using the frontage of the premises to congregate or smoke.

**NUISANCE** No alcoholic drinks shall be removed from the premises. Any non-alcoholic drinks taken into the smoking area shall be in open plastic containers.

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

**NUISANCE** There shall be no speakers used for amplified music, speech or sound outside the building at any time.

**NUISANCE** 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.

**NUISANCE** The premises shall have an approved documented dispersal policy (approval needed in writing from Birmingham City Council Environmental Health



department and West Midlands Police Birmingham Licensing Department), which shall be implemented for dispersal at all times the premises are open for licensable activity. The policy shall include the dispersal of customers exiting the premises away from nearby residential properties. The dispersal policy shall be reviewed periodically or in the case of noise complaints relating to dispersal activities and revised as necessary and the revised policy shall be submitted in writing to West Midlands Police Birmingham Licensing Department and Birmingham City Council Environmental Health Department for approval. All operational controls and management actions required by the approved dispersal policy shall be instigated at all times. All entrances shall be supervised by door staff who shall ensure that the dispersal policy is followed and people accessing and egressing the premises do not cause noise nuisance to nearby residential premises.



### Noise Management Policy

Our centre is a multipurpose community venue, running a range of classes, courses, sport clubs, live music events and workshops. Due to the hours of our licence application; we do not anticipate any noise issues; however due to occasional live music, plays, performances and re-enactments we have produced this noise management policy for our staff to follow.

#### Assessment of Noise

**A cloud CX335 compressor sound limiter has been permanently installed to insure, 0% public nuisance at nearest noise sensitive properties.**

**Closest property: Digbeth High Street contact Details Pem:- [REDACTED]**

**Limiter Settings: 100db with reduction of 15db 20minutes before the end.**

**Location of speakers: On left of sports hall facing east up Upper Trinity Street,**

**Use of Sound Curtains: On Sports Hall shutters, to half main hall.**

These points as follows:

- o Meeting Room, Rehearsal Studio, Sports Hall
- o Outside Main Entrance
- o Corner of Upper Trinity Street and Adderley Street

#### Specification, selection and operation of amplified music equipment

Actions to be taken to ensure noise and vibration from regulated entertainment shall be inaudible at the nearest noise sensitive property.

#### Building Structure, Design and Layout

- Use of auto closers on lobby doors
- All windows will be kept closed.
- Acoustic curtains used internally on roller shutters.

#### Other measures include:

- Reducing the bass content of the music
- The location, direction and number of speakers (face east up upper Trinity Street)
- Mounting speakers on rubber or similar material to reduce transmission into the main building structure.
- Performers made aware of any noise problems and associated controls and monitor their compliance
- Security Staff will be employed after the event ends to make sure dispersal takes place in an orderly and proper manner.
- Verbal announcements prior to dispersal will be made at the end of each night
- Notices will be displayed on external doors asking customers to leave the premises in a quiet and orderly fashion to show respect to local neighbours
- A colour CCTV system approved is fitted, maintained and in use at all times. Police and the local authorities will be given access to and copies of images for purposes in connection with the prevention and detection of crime and disorder.



## Noise Risk Assessment

- Trained staff used to patrol the surrounding area to help control noise from patrons.
- An agreement is made with local cab firms drivers use **TEXT BACK, OR APPS** service to collect their passengers, operate zero tolerance for use of car horns.
- Acoustic sound curtains to be placed in rooms in specific weak parts to dampen sound leakage ( i.e shutter doors)(used as partition to half Sport hall)
- 2 -3 SIA trained Marshalls will be deployed to help the loitering of customers to either get in a taxi or move.
- Up the road away from resident's and the exhibition centre (to minimise any noise to residents or business).
  - All Marshalls who are dealing with exit of customers shall receive training by Quantum to teach our customers the procedure for exiting the venue and also to respect our nearby residents and neighbours.
- Smoking area to be built to the right of the building
- Work closely with the EHO and the police to enforce a zero tolerance on any noise or public nuisance.
- CCTV to be installed in the smoking area and exit to safeguard the venue its staff and its customers.

### External

- Refuse and empty bottle/barrel storage areas will be positioned away from front entrance
- Deliveries and collections scheduled during the day.

### Waste management

The bins will be located within the premises; no bins will be filled externally to reduce noise. Additional wheelie glass bottle bins will deployed & filled at the bar locations,

### Standard Opening times

Monday	10.00-00:30
Tuesday	10.00-00:30
Wednesday	10.00-00:30
Thursday	10.00-00:30
Friday	10.00-00:30
Saturday	10.00-00:30
Sunday	10.00-00:30

Typical day to day operating hours will be considerably shorter than this.

A nominated Duty Manager will be responsible for all licensable activity taking place and will be in constant communication with the West Midlands Police and Environment Health Agency.

**All managers will be fully aware and conversant with the Noise Management Policy.**

Staff will take a pro active approach to noise management including checking noise levels as set out.



## Noise Risk Assessment

### **Liaison with Local Residents**

We endeavour to build and maintain a good working relationship with local people and are proactive about controlling noise from the premises.

### **Complaints Procedure**

All complaints relating to the venue should be documented immediately. If the complaint relates to the venue, the Duty Manager will investigate the issue and take appropriate action to locate and remove the source and will then monitor the outcome. The Duty Manager will then advise Environmental health officers of actions taken.

### **Staff Training**

Staff are provided with training on noise control measures and made aware of internal procedures for assessing and controlling noise and dealing with complaints.

### **Entrance & Queuing system**

- The queuing system will be located up Upper Trinity Street, Facing South.
- SIA security staff will maintain : Queuing area, Smoking area walkway, control people numbers and maintain a sterile area
- **Last entry time Midnight**
- Access control barriers will be utilised to control the flow of queues and maintain a sterile area

### **Smoking Area policy**

- Smoking area will be located outside of the building the left of the premises in a self contained space.
- The smoking area will be manned by SIA licensed security officers at all times.
- Smoking area capacity 30 persons.



### Event Strategy "Noise Management"

- Openings in the structure of the premises, such as windows, doors and vents that will allow the noise to escape easily must be kept closed during events; all doors are fitted with auto closers.
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