

LICENSING ACT 2003 HEARING
INTERIM STEPS HEARING - THURSDAY 10TH AUGUST 2017 AT 5PM (1700HRS)

APPLICATION FOR THE SUMMARY REVIEW OF A PREMISES LICENCE

1. Premises:
Eva's Nightclub 20 Hosier Street Reading RG1 7JL
2. Applicants Requesting Review:
Thames Valley Police
3. Grounds for Review
The application for a summary review has been submitted on the grounds outlined within the application and accompanying certificate. The certificate states that the premises has been and is continuing to be associated with serious disorder. Two incidents are particularly noted. One incident of 30 th July 2017 where a large amount of police were called to the premises to deal with disorder. It transpired that a person had been stabbed/slashed across the stomach within the venue and that one person had sustained a head injury. A police presence was necessary to maintain order. A second incident on 5 th August 2017, also required a large police presence and the attendance of specialist units to contain sporadic outbreaks of disorder associated with the premises and the event that was held there.
The certificate states that the summary review is necessary to uphold the licensing objectives; prevent crime and disorder and to protect the public.
4. Date of receipt of application: 8 th August 2017
A copy of the review application and appendices received are attached as <u><i>Appendix RF-1</i></u>
5. Date of closure of period for representations: N/A on Summary Review
6. Representations received:
Not applicable on Summary Review
7. Background
The premises is located in Hosier Street within the Council's Cumulative Impact Area.
The Premises Licence Holder is stated as: Bar Mango Ltd
The Designated Premises Supervisor is stated as: Vanessa Palmer
<u><i>A copy of the current licence is attached at Appendix RF-2</i></u>

8. Licensing Objectives and Reading Borough Council's Licensing Policy Statement

In determining this application the Licensing Authority has a duty to carry out its functions with a view to promoting the four licensing objectives, which are as follows:-

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

In determining this application the Licensing Authority must also have regard to the representations received, the Licensing Authority's statement of licensing policy and any relevant section of the statutory guidance to licensing authorities.

9. Power of Licensing Authority on the determination of a Review

In considering the interim steps on receipt of a summary review, the Licensing Authority may consider:

1. the modification of the conditions of the premises licence
2. the exclusion of the sale of alcohol as a licensable activity
3. the removal of the designated premises supervisor
4. the suspension of the premises licence

Amended Guidance issued under section 182 of the Licensing Act 2003 April 2017

Licensing Objectives and Aims:

- 1.5 However, the legislation also supports a number of other key aims and purposes. These are vitally important and should be principal aims for everyone involved in licensing work.

They include:

protecting the public and local residents from crime, anti-social behaviour and noise nuisance caused by irresponsible licensed premises;

Summary Reviews:

2.1 Summary reviews can be undertaken when the police consider that the premises concerned is associated with serious crime or serious disorder (or both). The summary review process, set out under sections 53A-53D of the 2003 Act, allows interim conditions to be quickly attached to a licence and a fast track licence review. The provisions were inserted by section 21 of the Violent Crime Reduction Act 2006 and amended by sections 136-137 of the Policing and Crime Act 2017, including the addition of section 53D.

12.2 The powers apply only where a premises licence authorises the sale of alcohol. They do not apply in respect of other premises licences, or to premises operating under a club premises certificate. The powers are aimed at tackling serious crime and serious disorder, in particular (but not exclusively) the use of

guns and knives. The powers complement the general procedures in the 2003 Act for tackling crime and disorder associated with licensed premises and should be reserved for the most serious matters which cannot be adequately or otherwise redressed unless urgent action is taken. Separate powers in the Anti-social Behaviour, Crime and Policing Act 2014 provide for the instant closure of premises by the police in some circumstances (in essence, disorder or nuisance). The consequent review of premises licences by the licensing authority is provided for by section 167 of the Licensing Act 2003.

12.5 The tests to determine the kinds of conduct that amount to serious crime are set out in section 81(2) and (3) of the Regulation of Investigatory Powers Act 2000. Those tests are that the conduct:

- (a) constitutes an offence for which a person who is 21 years of age or over with no previous convictions could reasonably be expected to be sentenced to imprisonment for 3 years or more; or
- (b) Involves the use of violence, results in substantial financial gain or is conduct by a large number of persons in pursuit of a common purpose.

12.6 There is no definitive list of behaviours that constitute serious disorder, and the matter is one for judgment by the local police. The phrase should be given its plain, ordinary meaning, as is the case under section 12 of the Public Order Act 1986 in which it is also used.

12.13 The interim steps that the licensing authority must consider taking are:

- the modification of the conditions of the premises licence;
- the exclusion of the sale of alcohol by retail from the scope of the licence;
- the removal of the designated premises supervisor from the licence; and
- the suspension of the licence.

Modification of the conditions of the premises licence can include the alteration or modification of existing conditions or addition of any new conditions, including those that restrict the times at which licensable activities authorised by the licence can take place.

12.14 If the licensing authority decides to take steps at the initial interim stage:

- the decision takes effect immediately, or as soon after it as the licensing authority directs; but
- the licensing authority must give immediate notice of its decision and its reasons for doing so to the holder of the premises licence and the chief officer of police who made the application. The 2003 Act does not specify that the immediate notice has to be in writing. However, in an individual case the licensing authority may consider that the need for immediate communication at least initially requires a non-written approach, such as a telephone call. This may happen when, for example, the authority decides that the decision should have immediate effect. In such a case, the decision and the reasons for it should be explained clearly and in full to the licence-holder (or someone who may properly act for the licence-holder), and the call followed up as soon as possible with a written version of the decision and the reasons (for example, by email or fax) which is identical to, or not significantly different from, the version given by telephone.

12.15 The licensing authority, in deciding when its decision on interim steps should take effect, should consider the practical implications of compliance in relation to the premises. For example to comply with a modification of the conditions of a licence that requires employment of door supervisors, those running the premises may need some time to recruit appropriately qualified and accredited staff.

Representations from the police

9.12 In their role as a responsible authority, the police are an essential source of advice and information on the impact and potential impact of licensable activities, particularly on the crime and disorder objective. The police have a key role in managing the night-time economy and should have good working relationships with those operating in their local area⁵. The police should be the licensing authority's main source of advice on matters relating to the promotion of the crime and disorder licensing objective, but may also be able to make relevant representations with regard to the other licensing objectives if they have evidence to support such representations. The licensing authority should accept all reasonable and proportionate representations made by the police unless the authority has evidence that to do so would not be appropriate for the promotion of the licensing objectives. However, it remains incumbent on the police to ensure that their representations can withstand the scrutiny to which they would be subject at a hearing.

11.2 At any stage, following the grant of a premises licence or club premises certificate, a responsible authority, or any other person, may ask the licensing authority to review the licence or certificate because of a matter arising at the premises in connection with any of the four licensing objectives.

11.10 Where authorised persons and responsible authorities have concerns about problems identified at premises, it is good practice for them to give licence holders early warning of their concerns and the need for improvement, and where possible they should advise the licence or certificate holder of the steps they need to take to address those concerns. A failure by the holder to respond to such warnings is expected to lead to a decision to apply for a review. Co-operation at a local level in promoting the licensing objectives should be encouraged and reviews should not be used to undermine this co-operation.

11.18 However, where responsible authorities such as the police or environmental health officers have already issued warnings requiring improvement - either orally or in writing - that have failed as part of their own stepped approach to address concerns, licensing authorities should not merely repeat that approach and should take this into account when considering what further action is appropriate. Similarly, licensing authorities may take into account any civil immigration penalties which a licence holder has been required to pay for employing an illegal worker.

11.24 A number of reviews may arise in connection with crime that is not directly connected with licensable activities. For example, reviews may arise because of drugs problems at the premises, money laundering by criminal gangs, the sale of contraband or stolen goods, the sale of firearms, or the sexual exploitation of children. Licensing authorities do not have the power to judge the criminality or

otherwise of any issue. This is a matter for the courts. The licensing authority's role when determining such a review is not therefore to establish the guilt or innocence of any individual but to ensure the promotion of the crime prevention objective.

11.25 Reviews are part of the regulatory process introduced by the 2003 Act and they are not part of criminal law and procedure. There is, therefore, no reason why representations giving rise to a review of a premises licence need be delayed pending the outcome of any criminal proceedings. Some reviews will arise after the conviction in the criminal courts of certain individuals, but not all. In any case, it is for the licensing authority to determine whether the problems associated with the alleged crimes are taking place on the premises and affecting the promotion of the licensing objectives. Where a review follows a conviction, it would also not be for the licensing authority to attempt to go beyond any finding by the courts, which should be treated as a matter of undisputed evidence before them.

11.26 Where the licensing authority is conducting a review on the grounds that the premises have been used for criminal purposes, its role is solely to determine what steps should be taken in connection with the premises licence, for the promotion of the crime prevention objective. It is important to recognise that certain criminal activity or associated problems may be taking place or have taken place despite the best efforts of the licence holder and the staff working at the premises and despite full compliance with the conditions attached to the licence. In such circumstances, the licensing authority is still empowered to take any appropriate steps to remedy the problems. The licensing authority's duty is to take steps with a view to the promotion of the licensing objectives and the prevention of illegal working in the interests of the wider community and not those of the individual licence holder.

11.27 There is certain criminal activity that may arise in connection with licensed premises which should be treated particularly seriously. These are the use of the licensed premises:

- for the sale and distribution of drugs controlled under the Misuse of Drugs Act 1971 and the laundering of the proceeds of drugs crime;
- for the sale and distribution of illegal firearms;
- for the evasion of copyright in respect of pirated or unlicensed films and music, which does considerable damage to the industries affected;
- for the illegal purchase and consumption of alcohol by minors which impacts on the health, educational attainment, employment prospects and propensity for crime of young people;
- for prostitution or the sale of unlawful pornography;
- by organised groups of paedophiles to groom children;
- as the base for the organisation of criminal activity, particularly by gangs;

- for the organisation of racist activity or the promotion of racist attacks;
- for employing a person who is disqualified from that work by reason of their immigration status in the UK;
- for unlawful gambling; and
- for the sale or storage of smuggled tobacco and alcohol.

11.28 It is envisaged that licensing authorities, the police, the Home Office (Immigration Enforcement) and other law enforcement agencies, which are responsible authorities, will use the review procedures effectively to deter such activities and crime. Where reviews arise and the licensing authority determines that the crime prevention objective is being undermined through the premises being used to further crimes, it is expected that revocation of the licence - even in the first instance - should be seriously considered.

Reading Borough Council's Statement of Licensing Policy:

10.5.1 Any premises subject to a premises licence or club premises certificate may have that licence or certificate reviewed by the Licensing Authority on application by a responsible authority or interested parties. The Act provides strict guidelines as to the timescale and procedures to be adhered to and the Authority will deal with every review application on that basis.



**Reading Police Station
Castle Street
Reading
Berkshire
RG1 7TH**

CERTIFICATE UNDER SECTION 53A(1)(b) OF THE LICENSING ACT 2003

I hereby certify that in my opinion the premises described below are associated with both serious crime and serious disorder.

*Eva's
20 Hosier Street
Reading
RG1 7JL*

Premises licence number: LP2002089

Premises Supervisor: Vanessa Palmer

I am a Superintendent in the Thames Valley Police Force.

I am giving this certificate because I am of the opinion that other procedures under the Licensing Act are inappropriate in this case, because:

This premises is currently associated with serious crime and serious disorder in that on two consecutive weekends' serious incidents impacting the prevention of crime and disorder objective have occurred.

The second incident took place whilst the premises is currently subject to an application for the review of the premises licence by the Licensing Authority, with the first occurring just 48 hours prior to the service of the review.

Police have submitted representations in relation to that review process that are attached to this application. These attachments detail the poor track record relating to the management of the premises and interventions that have taken place both singularly by Thames Valley Police and jointly with the Licensing Authority.

On 30th July 2017 at approximately 0230 hours Police were called to Eva's where sporadic disorder was taking place. Staff failed to inform officers that a male was being treated for a knife slash wound or provide any detail in relation to a fight which had occurred on the dancefloor. Consequently details have emerged in relation to a large fight involving multiple persons leading to one male sustaining a long slash wound caused by a knife across his stomach requiring Accident & Emergency treatment. A second male sustained a head injury requiring treatment by South Central Ambulance Service. Multiple Police officers were required to deal with this incident and maintain order on the street outside of

the premises.

On 5th August 2017 at approximately 0300 hours a number of disorders occurred on the street outside of the premises during their closure and dispersal process. A large Police presence including specialist units were required to bring order to the streets and prevent the escalation of fighting. Due to the anti-Police nature of the crowd batons were drawn and Police lines had to be formed to prevent further offences and maintain the safety of the public whilst the areas of Hosier Street and St Marys Butts were dispersed.

Due to the degree of disorder observed at this premises that has resulted in serious injuries to customers. As well as my concerns over the safety of all members of the public, venue staff and Police Officers it is clear to me that this premises clearly undermines the licensing objectives.

This premises is already subject to Police concern regarding ongoing issues with the suitability of the management and ownership of the premises in relation to their failure to comply with conditions on their licence or uphold the licensing objectives. These as I have mentioned previously are detailed in Thames Valley Police representation made in relation to the Licensing Authorities ongoing review of the premises licence dated 1st August 2017.

It is my opinion that Eva's have been associated with serious crime and serious disorder and I believe that it is necessary for this licence to be suspended immediately pending the full hearing. Currently the premises is already under review and this process has not ensured any improvement in their standards. Of most concern we have instead seen an increase in the disorderly conduct of their patrons and further failures by the premises staff to prevent this situation.

This decision has been made in order to uphold the licensing objectives and both to prevent crime and disorder and ensure public safety.



(Signed)

Supt. GILMORE



(Date)

Reading Borough Council, Civic Offices, Bridge Street, Reading, RG1 2LU

Application for the review of a premises licence under section 53A of the Licensing Act 2003 (premises associated with serious crime or disorder)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

I Police Constable Simon Wheeler on behalf of the chief officer of Police for the Thames Valley Police area apply for the review of a premises licence under section 53A of the Licensing Act 2003.

1. Premises details:

Postal address of premises, or if none or not known, ordnance survey map reference or description:

Eva's
20 Hosier Street
Reading
RG1 7JL

2. Premises licence details:

Name of premises licence holder (if known): Bar Mango Ltd

Number of premises licence holder (if known): LP2002089

3. Certificate under section 53A(1)(b) of the Licensing Act 2003 [Please read guidance note 1]:

I confirm that a certificate has been given by a senior member of the police force for the police area above that in his opinion the above premises are associated with serious crime or disorder or both, and the certificate accompanies this application.

(Please tick the box to confirm)

4. Details of association of the above premises with serious crime, serious disorder or both:

On 30th July 2017 at approximately 0230 hours Police received reports of disorder taking place outside of Eva's, Hosier Street from the Police CCTV operator.

Officers were told brief details of a fight taking place inside of the venue and were told that there were no injured parties. Sgt Chen who attended at scene describes the scene in a statement that can be viewed within **(APPENDIX 2)**, and details that the crowd outside of the venue numbered many hundreds of whom were aggressive towards the officers in attendance.

Police deployed 15 – 20 officers to maintain order in the area whilst attempting to gain an understanding of what had occurred inside the premises.

Sgt Chen states that sporadic reports surrounding the use of a knife inside the venue were mentioned, albeit no confirmation as to that fact was forthcoming from premises staff.

It was later confirmed by officers attending accident and emergency at Royal Berkshire Hospital that a male was being treated for a large slash wound caused by a knife across his stomach. The male stated he did not wish to pursue the matter further potentially due to reprisals but did allow officers to produce images of the injuries that he sustained prior to receiving 8 stitches in the wound and confirmed that he had been injured by a male who was waving a knife around on the dancefloor during a large fight.

South Central ambulance service also reported to Thames Valley Police that a male was being treated by them for a head wound sustained at Eva's, however on this occasion Police were unable to attend and record his injuries as he refused to provide Police any further details.

Full details, images of the knife wound and evidence relating to this incident can be seen within **(APPENDIX 2)**.

CCTV of the fight inside the venue on the dancefloor is also available amongst evidence within this appendix which forms the second submission from Thames Valley Police in relation to a review of the premises by the licensing authority submitted on 1st August 2017, attached.

On 5th August 2017 at 0230 hours the Police arrested a male outside of Eva's for trying to climb over a side gate for being drunk and disorderly in a public place.

Around 0300 hours, what is described as a mass exodus took place out of the premises with essentially the management team ejecting a large portion of their capacity onto Hosier Street. Officers describe upwards of 200 individuals loitering around outside of the premises and failing to disperse.

During their initial attendance there were only five Police officers to deal with the gathered crowd whom were behaving in a hostile manner towards the officers. The statement of PC Jerram outlines the crowd shouting FUCKING PIGS and PC Jerram had a drink thrown at him.

Inspector Smith was forced to deploy a cordon to disperse persons and batons had to be drawn to control and move the crowd away from the area.

(APPENDIX 6) Details officer statements.

Again multiple resources were used to maintain order on the streets and specialist units such as dog handlers were required to attend to support other uniformed officers. The Police Officers detail being heavily outnumbered and working in a very hostile environment.

Officers involved on the night state that staff anecdotally indicated to the Police that the scene inside the venue was chaos, describing that fifty security staff would not have been able to control the disorder inside.

The Police also noted several known individuals who have come to Police attention for violent offences and drugs related issues in the past as frequenting the premises on this occasion.

These concerns are mirrored in a submission supplied by DS Beeney which informs that Thames Valley police have been in receipt of intelligence that members of the criminal fraternity regularly visit the premises and that drug use and supply takes place within the premises. **(APPENDIX 3)**

Officers on the night noted that the venue had failed to deliver on their commitments made in

relation to this event. These commitments included such things as slow egress and dispersal and were supplied in an email from Paul Butcher received on 2nd August 2017 one day after they received confirmation their licence was to be reviewed. **(APPENDIX 12)**

Attending Officers highlight the following areas of serious concern to them:-

- Venue staff failed to disperse the crowd.
- Security weren't all in high visibility clothing making them difficult to identify.
- Staff were instructed on multiple occasions to disperse the crowd before assisting.
- Venue had failed to turn lights on and facilitate a slow exodus from the venue
- Venue appeared to have failed in the commitment for free bottled water at the end of the night and stewards.
- Some door staff appeared to be of a poor standard, described as taking selfies of the fights in the crowd and stood with hands in pockets
- Head doorman was stood smoking during the disorder
- Stewards were unable to follow Police direction.

(APPENDIX 10 and 11) includes body worn video supplied by PC Jerram and Cunningham and details sporadic pockets of disorder and the aggressive behaviour displayed by some members of the crowd. The following chronology may help viewing of the footage:-

0311 – Fight breaks out Hosier Street
0317 – Further fight breaks out Hosier Street
0326 – Dispersal begins to take effect with Police line.
0328 – Further disorder.

The footage demonstrates a great number of persons in the area and sporadic pockets of disorder and hostility towards the Police by some members of the crowd.

(APPENDIX 7, 8 and 9) Is footage produced from Echo Tango cameras in Hosier Street, and St Marys Butts both from the north and south cameras and shows the size of crowd and overview of Police line tactics across St Marys Butts.

(APPENDIX 4) Still images of the Police line across St Marys Butts.

(APPENDIX 5) Gen 40 report produced detailing the incident.

Historically on 6th May 2017 the premises was voluntarily closed by the management on 30th July 2017 after a previous incident of disorder involving group of persons including a banned individual gaining access to the premises by climbing over the garden wall.

Police received intelligence that a male received a slash wound to the side of his face from his temple to his upper lip as a result of this argument that had begun in the premises.

As mentioned previously Thames Valley Police have had concerns in relation to this premises, its management and failure to comply with licensing legislation and conditions of the licence. We have already submitted two representations in relation to the current review of the premises licence submitted by the Licensing authority on 1st August 2017.

Details of all of Thames Valley Police concerns, actions and responses to these issues are detailed fully within **(APPENDIX 1 and APPENDIX 2)** and provide full and supportive evidence in relation to this application for summary review and also outlines our serious concerns over drug usage within the premises most notably within staff areas.

Thames Valley Police respectfully requests that the Licensing Committee takes the interim step of suspending the Premises Licence to prevent further violent incidents.

I have considered the Home Office guidance regarding Summary reviews, particularly Para 2.4 which asks me and the certifying Senior Officer to address four points.

1. Track record of premises – This has been detailed in the attached standard review representation at appendix 1 and 2. The fact that the premises is already subject to review by the Licensing Authority demonstrates the track record of the premises is not favourable.
2. Nature of Crime and disorder – A person has received a knife wound during a large fight involving multiple persons on the dancefloor and a large crowd dispersal incident involving numerous pockets of disorder requiring Police public order tactics to clear the area and maintain order on the streets.
3. Should alternative powers be deployed, such as a standard review – A standard review is already in progress, but the premises which ought to be taking extra care to ensure

upholding the licensing objectives continues to have issues of serious disorder.

4. What added value will an expedited process bring – This process and interim steps will conclusively ensure that the licensing objectives are no longer undermined and is the only method available to ensure public safety and the prevention of further serious crime and serious disorder.

Signature of
applicant:



Date: 8/8/2017

Capacity: LPA Police Licensing Officer

Contact details for matters concerning this application:

Address:

C/O Reading Police Station
Castle Street
Reading
Berkshire
RG1 7TH

Tel. 101

Division/Station : Reading Licensing Dept

From : PC 5787 Simon Wheeler

To: Reading Borough Council Licensing

Ref : Licence Review LP2002089

Date : 2nd August 2017

Tel.No.

Subject :

Eva's, 20 Hosier Street, Reading, RG1 7JL

Thames Valley Police are making this representation in support of Reading Borough Council Licensing Department to review the Premises Licence relating to Eva's, 20 Hosier Street, Reading, RG1 7JL LP2002089.

As a background to this premises the premise licence has been held for a number of years by Bar Mango Ltd a company which has seen change of directors on a number of occasions.

Over the last ten years the premises has changed its trading name on four occasions and includes Bar Mango, Zeus, Club 20 and its current incarnation Eva's. Throughout the majority of this trading period the venue has been beset with issues of violence that have led to numerous incidents of crime and disorder exacerbated by a string of continuously poor management companies.

These serious ongoing issues led to two reviews of the premises licence in October 2015 and March 2016 we saw the premises licence revoked by the Licensing sub-committee to which the appellants immediately appealed that decision.

In September 2016 Reading Borough Council agreed to a consent order in relation to the premises which allowed the licence to remain operative and shortly afterwards the business was once again sold to the current director of Bar Mango Ltd, Mr Peter Norbury although in our initial contact with the new owners a Mr Scott Allan presented as 50% owner of the business with Mr Norbury.

During that meeting on 20th October 2016 also attended by Mr Richard French (RBC) Mr Allan outlined a change of direction for the club and stated specifically he wished to steer the venue away from "Garage and RnB" as he knew that had attracted and led to many of the incidents of violence previously linked to the premises; instead hinting at a mixture of music. Mr Allan had a vision for the venue calling it "The Ace of Clubs" which involved Shisha smoking and the provision of "oxygen" to customers as well as food serving hatches and a number of other initiatives. At the time although the change of musical direction appeared appealing and a move in the right direction to off set some of the premises previous violent history there were still a number of areas of concern that showed a high level of naivety on the part of Mr Allan. These were noted in the general report form that I completed at the time of the meeting and immediately raised concerns over the ability or knowledge of the new ownership. (**APPENDIX 22**)

The following chronology outlines all known details in relation to incidents and interactions between Thames Valley Police and Eva's since the initial meeting with Mr Allan.

17th December 2016 – PC Wheeler attended Eva's during a trading evening as part of his Pubwatch liaison role and supplied the premises via Mr Allan with an up to date Pubwatch folder including banning posters for all individuals banned at that time these included images of persons identified here by their reference numbers RP/1 through to RP/9. Mr Allan signed the record of receipt forms individually for each banned poster on behalf of the premises in his capacity as co owner of the business.

16th January 2017 – PC Wheeler arranged a meeting to discuss the Eva’s business and to carry out a licence inspection in conjunction with RBC. (**APPENDIX 1a and 1b**)

25th January 2017 – An inspection was carried out by PC Wheeler and Peter Narancic (RBC) (**APPENDIX 2**)

During the inspection the following areas of concern were noted.

- Neither the Designated Premises Supervisor (DPS) or any other staff member knew the Licensing objectives.
- Condition 2 of the premises licence (page 9 of premises licence) was not being complied with as event management plans had never been submitted submitted to either TVP or RBC and it had been confirmed that a number of events had already taken place where the predominant licensable activities involved the performance of recorded or live music with dancing.
- No fire risk assessment was able to be produced when requested.
- Condition 4 under the protection of children from harm requiring training in relation to preventing underage drinking required improvement and individual staff records were unavailable to provide due diligence in this area.
- It was clear from the meeting that the DPS Mr Rajbinder Sarai, had very little knowledge of the night club industry and the impression was given he was an absent DPS. Advice was given that it was felt he was unsuitable at the time to carry out the role especially as Mr Wayne Whoriskey who was attending the meeting as a venue “consultant” appeared to know far more about the business than the DPS.

27th January 2017 – Wayne Whoriskey (not the DPS) provided the first event plan/externally promoted event for an event to be held on the 4th February 2017. This it was deemed was insufficient in detail and required further input from Mike King (TVP) which led to the provision of an updated plan received on 3rd February 2017 one day prior to the event. (**APPENDIX 3a, 3b, 3c and 4**)

13th March 2017 – Having happened upon Mr Norbury in Hosier Street he approached both myself and Jean Champeau (RBC) stating he wished to start using “Urban” style events at the venue similar in nature to the “Garage and RnB” events which had led to the disorders at Club 20 and the consequent review of the licence. Mr Norbury asked for a meeting with us to discuss this possibility as he stated the premises under its current music policy was not making him any money. At the time it was stated to Mr Norbury that this would raise serious concerns but that if he wanted to discuss this more formally then a meeting would be arranged.

An email was sent to Mr Norbury to arrange a meeting to discuss his proposals to be held on 15th March 2017 at the Reading Borough Council (RBC) offices. (**APPENDIX 5a and 5b**)

15th March 2017 – Mr Norbury failed to attend the meeting that he requested and a response to that failure was sent by TVP via PC Wheeler outlining the concerns over the type of promotion that Mr norbury was suggesting to hold and the rationale for those concerns. Mr Norbury responded with an apologetic email and simply outlined a number of events he was planning on holding. No further discussion in relation to event style has been instigated by Mr Norbury since this date. (**APPENDIX 5c and 5d**)

3rd April 2017 – George Friel from the RBC Community Safety Team reported via email that the “Townsafe” radio supplied to the premises had been stunned due to non payment of their invoice. Mr Friel also informed that he was aware that there is a condition on the premises licence in relation to the usage of a Townsafe radio so that the premises was now in breach of that condition whilst trading until the radio bill was paid and its usage re-activated. **(APPENDIX 6a)**

1st April 2017 – Information was received that staff had knowingly allowed a male banned under the Pubwatch scheme (RP8) into the premises which was later confirmed by Mr Norbury. When asked about why this had happened by the Pubwatch liaison officer Mr Norbury made reference to him knowing the male and feeling that he would not cause him any problems because of a mutual respect. Mr Norbury also stated he did not think he was banned anymore even though the premises had been supplied with a full Pubwatch folder on 17th December 2016 which fully detailed the ban for three years from December 2016. It was pointed out to Mr Norbury that the reason for the bans are to promote the licensing objectives via preventing crime and disorder by identifying known individuals who have caused serious issues within the town and to knowingly fail to support the Pubwatch and in effect encourage banned individuals into the town is not considered a responsible action.

6th April/7th April 2017 – CCTV shows incidents involving a number of young people that had attended a mixed age event at Sakura involving persons under the age of 18. Mr Norbury is seen on the CCTV amongst the young people whilst they are seen fighting in the street. He then leads them towards his venue. As a consequence, Eva’s undertook a promotion for under 18’s events involving the young people seen in this footage. **(APPENDIX 27)**

7th April 2017 – Mr Kevin Haines an Echo Tango Police CCTV operator reported that Eva’s was open and trading without a working Townsafe radio, confirming that they were breaching their licence conditions. **(APPENDIX 6b)**

11th April 2017 – PC Wheeler attended Eva’s to deliver a Section 19 closure notice in relation to the breach of townsafe radio condition and failure to provide event plans in relation to events held on 1st April 2017, 8th April 2017, 9th April 2017 and 11th April 2017. During the service of the notice Mr Norbury stated that he had paid the bill but the radio had not yet been activated **(APPENDIX 7)**

Whilst in attendance to issue the notice it was identified that the event being held at the premises was a mixed 16 – 18 years birthday party that Mr Norbury felt was a private party and didn’t believe therefore he required an event plan even though alcohol was on sale and recorded music and dancing were taking place. During this time door staff detained an 18 year old male partygoer who had been a guest at the party as they suspected he was dealing drugs in the premises to the adult and children attendees.

It was confirmed that the three yellow tablets discovered in the males possession were a psychoactive substance as detailed within within the psychoactive substances act, and the roll up cigarette contained Cannabis a class B substance. **(APPENDIX 21)**

12th April 2017 – Mr Friel confirmed that the payment for the townsafe radio had been made to Reading Borough Council on Monday 10th April 2017 and that the radio would be revived later that day. Therefore the confirmed period of time the premises had been trading without the use of a townsafe radio and in contravention of their licence was between 3rd April 2017 till the last known night of trading till the 12th April 2017. **(APPENDIX 6c and 6d)**

16th April 2017 – On this date it was confirmed that another banned individual from the Pubwatch scheme had been allowed into the premises (RP6) again confirmed by images seen on social media. As with the incident on 1st april 2017 the banned individual has a three year

ban which began in December 2016 and again the image had been provided to the premises on 17th December 2016.

27th April 2017 and 4th May 2017 – PC Wheeler via email to RBC Licensing officers expresses ongoing concerns over the event plans being submitted by Eva's since the service of the Closure notice. Firstly in relation to an event where it is stated that the premises themselves note that a "known incident at sub 89" occurred raising the question; if that is the case why is this event going ahead? And secondly in terms of the often untimely submission of the event plans and poor information, highlighting under 18 events as a concern. **(APPENDIX 8a and 8b)**

A full list of event plans submitted to Thames Valley Police for events between 31st March 2017 and 3rd June 2017 and their date of receipt exists at **(APPENDIX 9)**

6th May 2017 – An email was received from Mr Liam King a TVP CCTV operator detailing an incident whereby the banned individual (RP8) who had previously been welcomed into the premises in April 2017 had now been refused entry. It details that RP8 had gained entry to the premises with his group by climbing the wall into the rear of the venue. This had led to a joint decision between Mr Norbury and Inspector Crowther to close the premises and led to a requirement for a number of Police resources including response shift officers and a Police dog to attend to ensure no breach of the peace occurred. **(APPENDIX 10a and 10b)**

8th May 2017 – A request for a performance meeting was made by PC Wheeler on behalf of TVP and the Licensing Authority inviting Mr Norbury, the DPS Mr Sarai and any other relevant staff and or licensing representative to Reading Police Station on Tuesday 9th May 2017. The meeting was called at short notice to address concerns over the incident which occurred on the 6th May 2017 as well as other performance issues that had continued through the period of trading that had never been fully addressed since the inspection carried out at the premises on 25th January 2017 **(APPENDIX 11)**

9th May 2017 – Performance meeting was held at Reading Police Station notes provided **(APPENDIX 12)**

17th May 2017 – A letter was sent to the DPS and Mr Norbury summarising the outcome of the performance meeting brief details of which follow:- **(APPENDIX 13)**

- Continued recommendation DPS is removed as per meeting notes and Mr Norbury stated DPS would change imminently.
- Fire risk assessment had not been provided since the inspection in January and Mr Norbury stated it would be sent immediately to both TVP and RBC. **(At the time of producing this submission this has still not been provided for viewing)**
- Training in relation to the prevention of children from harm that could not be proven as completed at the January inspection was stated to have been completed and proof would again be provided immediately to TVP and RBC. **(At the time of producing this submission this has still not been provided for viewing)**
- In relation to event plans Paul Butcher the security manager stated further development would take place to ensure greater detail was provided. It was agreed that event plans had been submitted to TVP after the date of the closure notice had been issued. **(At the time of the letter some plans had been received within time and with greater detail however since that time up till this submission only five out of the last nine event plans received have been provided within the 7 day time requirement)** **(APPENDIX 20)**
- Both TVP and RBC raised concerns over mixed age under 18 events where alcohol is sold to persons over the age of 18 that are also within the premises. Mr Paul Butcher put forwards measures that he states are in place to negate any issue. However although it was accepted attempts were being made to ensure safeguarding it is

recorded in the letter that it is felt the potential to undermine the licensing objectives within this type of event outweighs the measures put into place.

- Poor visibility and management of the area outside the venue was discussed and queue management barriers were put forwards as an option along with hi vis jackets to enable door staff to be more distinguishable throughout the evening not just at dispersal. **(To date the area immediately outside the premises is often congested with no real organisation or queue management and door supervisors still wear all black uniforms unless performing dispersal at the end of the evening)**
- It was found that on the occasion of 6th May 2017 the incident was caused because the venue had on this occasion taken the positive step to not allow a banned individual identified as (RP8) into the premises which had led to his climbing into the rear of the premises without permission to enter.
- In relation to urban music events a strong recommendation was raised not to continue with these promotions due to historically evidenced concerns relating to the premises. Attention was drawn to the early representations by Mr Allan in October and December 2016 and Mr Whoriskey in January 2017 during the inspection stating that the venue was intending to steer clear of any event that may entail a higher risk. **(As of completing this submission the venue continues to utilise promotions that are the complete antithesis of the style we were told the premises would use when the licence was first issued. The premises now continues to trade in a manner comparative with the style of promotion used by Club 20 which led to the eventual revocation of the licence in 2016).**

19th May 2017 – Having been contacted by Reading CID officers in relation to the failure of the premises to provide CCTV for an investigation that had led from the incident on 6th May 2017 an email was sent requesting provision of the footage within an attached letter. **(APPENDIX 14a, 14b and 15)**

20th May 2017 – Mr Norbury replied that an Officer collected the CCTV the previous evening on the 19th May 2017 after the letter had been received by Mr Norbury via email requesting its provision. **(APPENDIX 16)**

28th May 2017 – Further email sent by PC Wheeler to Mr Norbury with an attached data protection request form requesting further CCTV footage from the 6th May 2017 as well as ID scan records of patrons from within the premises that evening, with a reply from Mr Norbury received on the same day. **(As of the date of this submission the requested CCTV footage has still not been produced in relation to this request. (APPENDIX 17a, 17b and 17c)**

31st May 2017 – An email was received from the DPS Mr Sarai stating that he wished to be removed as the DPS of Eva's and that he has told Mr Norbury this. **(APPENDIX 18a)**

2nd June 2017 – Emails were sent to both Mr Sarai and Mr Norbury in an attempt to gain clarification that Mr Sarai was no longer the DPS. Mr Sarai replied that he had been told by Mr Norbury that TVP and RBC had been instructed the bar manager will be the DPS and Mr Norbury replied that the current DPS was now Vanessa Zoe Palmer. **(Please note at this time no DPS change had officially been applied for received by the Licensing authority from Vanessa Palmer and as Mr Norbury had confirmed that the DPS was her at least in his eyes and no longer Mr Sarai then on this occasion “a Friday night” the venue was open and undertook licensable activity without a DPS in place. (APPENDIX 18a, 18b, 18c, 18d and 18e)**

3rd June 2017 – PC Wheeler on receipt of the emails from Mr Norbury sent on the 2nd June 2017 sent a reply to Mr Norbury detailing the error that had occurred in Mr Norburys belief that Vanessa Palmer was or could be the DPS as no application for transfer of DPS had been received. It was felt that Mr Norbury had not understood that her application for a personal

licence did not immediately allow her to just “become” a DPS and it was pointed out the premises was currently carrying out unauthorised licensable activity in relation to the sale of alcohol. Mr Norbury was strongly advised not to open the venue until this was suitably rectified. **(APPENDIX 18f)**

Just over an hour later an email was received by PC Wheeler forwarded on from Mr Norbury as sent by Vanessa Palmer with a change of DPS consent form attached. This form was incorrectly completed with the address of the premises spelt incorrectly and no personal licence number was provided. **(APPENDIX 18g and 18h)**

4th June 2017 – An email was sent to the Licensing authority by PC Wheeler providing a full de brief of the situation at Eva’s in relation to not having a DPS in place which detailed all of his interactions with Mr Norbury and Mr Butcher both via email and on the telephone on the 3rd June 2017. The email also reiterates the advice given to Mr Norbury not to open the premises until the situation was legally resolved to prevent unauthorised licensable activity. Unfortunately Mr Norbury failed to heed that advice and it was later confirmed by Mr Robert Smalley from RBC that the variations had been incorrectly submitted and therefore unauthorised licensable activity had taken place on the 2nd and 3rd June 2017. **(APPENDIX 18i and 18j)**

14th June 2017 – An email was sent to Mr Norbury in relation to the further request for CCTV and ID scan logs originally sent on 28th May 2017. **(As mentioned previously the extra CCTV has never been produced nor have the ID scan logs)** **(APPENDIX 19 and 23)**

30th June 2017 – A firearms warrant was conducted by Police Officers at Eva’s during which a search was carried within the whole premises in both public and private areas of the building including the office and basement.

During the search two small packets of white powder believed to contain Class A substances were found loose in a drawer within the premises office used by staff. The Pubwatch agreed protocol had not been followed in these circumstances and no records of seizure in relation to the suspected substances were available at the time of the warrant. It has been confirmed that possession of the substances had not been reported to the Police via Echo Tango or otherwise at any time which is also a contravention of the Pubwatch process.

Consequently drug swabs were taken from both private and public areas which showed extremely high readings for Cocaine within the office and basement areas used by staff and management.

During the search a box of used Nitrous Oxide “laughing gas” cannisters were found suggesting that misuse of this substance. Also there was evidence of cigarette smoking in all areas of the business premises including staff areas and public areas with numerous discarded cigarette butts and ash seen. During the process whilst in attendance Mr Norbury lit and began smoking a cigarette within the ground floor dance floor area of the premises.

Of note within the basement area was a large stack of discarded cardboard boxes with cigarette butts strewn around close by suggesting a potential fire hazard.

(APPENDIX 23, 24, 25, 26)

10th July 2017 – A vote was undertaken at the Reading Pubwatch meeting in relation to concerns by members regarding the ownership of Eva’s. It was alleged that threats had been made towards another premises staff by Mr Norbury and was coupled with concerns that banned individuals had and were being allowed entry into the premises members. Members voted to exclude Eva’s from the Pubwatch scheme for non compliance with their rules. Active membership of the Pubwatch scheme is a condition of the licence and therefore this also now constitutes a further breach of their conditions.

Conclusion

Thames Valley Police are in full support of the application for review of this premises licence and support all measures that are recommended.

The manner in which this premises operates has continuously undermined the licensing objectives. Most notably in relation to constant breaches of conditions and failure to comply with any relevant legislation.


However may we draw the attention of the Sub-Committee to the entirety of the evidence contained within our submission which we suggest seriously undermines the licensing objectives, with particular regard for the prevention of crime and disorder, protection of children from harm and the promotion of public safety.

Having considered the full facts we would ask that the Sub-Committee therefore give serious consideration to whether or not any condition can improve the performance of this premises. As well as whether it is considered realistic that any new condition would be adhered to in any greater capacity than those currently on the licence.

In such a case we would ask the Sub-Committee to be mindful of all options available to them in this situation including the removal of licenseable activity, suspension of the licence and revocation of the licence.

Appendix 1

Mon 16/01/2017 17:51

 Wheeler Simon
Meeting to discuss the venue (EVAS)

To 'pete.evas' [REDACTED]

Cc King Mike; Pitman Rob; 'French, Richard'; 'Narandic, Peter'

Mr Norbury

As requested I am arranging a meeting with you in conjunction with the Licensing Authority to discuss your business and Licence conditions.

Please make sure that you and the Designated Premises Supervisor are available for the meeting and are fully conversant with the conditions on your Licence.

We shall complete an inspection at the time of the meeting to ensure compliance with your conditions so please ensure that they are all individually complied with and this can be evidenced.


If possible we shall visit the venue at **1100 hours on Wednesday 25th January 2017?**

Regards

Simon

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Tue 17/01/2017 12:08

 Pete Pete <pete.evas@...>
Re: Meeting to discuss the venue (EVAS)

To Wheeler Simon

Cc King Mike; Pitman Rob; French, Richard; Narandic, Peter; eva's Nightclub Reading

Hi everyone
That would be great and all people needed will be on site
Regards
Peter

APPENDIX 2



Licensing Team
Reading Borough Council
Bridge Street, RG1 2LU
Tel: 01189 37 37 62
licensing@reading.gov.uk

Licensing Dept
Reading Police Station
Castle Street, RG1 7TH
Tel: 101

PREMISES – RECORD OF INSPECTION DATED:

Licence No:	LP2002002
Name:	EVA'S
Address:	20 MOSICA STREET, READING, RG1 7JL
Type:	Premises Licence Club Premises Certificate

Licence Inspection

Summary on Display: Yes No Correct Part A/Conditions held at Premises: Yes No

Premises Licence Holder: BAR MANGO LTD DPS: LAJINDER SARAI

DPS as per Licence: Yes No DPS Present? Yes No

If No, Reason: _____ Authorised Person: _____

Licensable Activities (Carried On)

Regulated Entertainment: Plays Films | Indoor Sporting Events | Boxing/Wrestling | LIVE Music | Recorded Music | Performance of Dance | Anything Similar

Are there any gaming machines? If so, how many? _____
Gaming permit produced and correct? _____

Late Night Refreshment: Yes No Sale/Supply of Alcohol: Yes No Location: On | Off | Both

Does the Licence/Certificate permit activities carried on? Yes No

Conditions of Licence/Certificate

PAGE 9. Condition 2 and 3A - WORK BEING DONE TO PROGRESS.

PAGE 11. Public Safety condition 1 IS CONFUSING IN RELATION TO CAPACITY.
* NEED TO SEE FIRE RISK ASSESSMENT TO CLARIFY.

PAGE 12 - PROTECTION OF CHILDREN FROM HARM (4) TRAINING COULD BE IMPROVED.

Summary of Key Points Discussed

* DECANTING OF CHAMPAGNE	* USE OF DYNAMITE	* EVENTUAL EXTENSION OF HOURS IF CHANGED TO SEV ESTABLISHMENT.
* SEV LICENCE	* DOOR SUPERVISION NUMBERS	
* ITEMISED USAGE	* STREET LIGHTING CONDITION	
* MUSIC POLICY * PARKING SIGNAGE.	* MOST SUITABLE DPS	
	* POOR KNOWLEDGE OF LICENCE OPERATING.	

Document Checklist

Age policy operated 25. Section 57 _____ Training Records SEE OVER Authorisation List _____

Awareness of the Licensing Objectives by Licence Holder/DPS: A - Good | B - Fair | (C) - Bad (Circle Appropriate)

Inspection Outcome: Satisfactory Unsatisfactory

Inspecting Officer(s): PC 5787 SIMON WHIGGLES / PC RA NARANJIC (ABC)

Signature of licensee or representative(s): _____

Date of Inspection: 25/01/2017

Time Started: 1100 | Time Ended: 1300

BASED ON PAPERWORK; BUT YET TO BE SEEN IN OPERATIONAL SETTINGS.

CONTINUATION SHEET OF ISSUES DISCUSSED:

PAGE 9 - EVENT PLANS 2) NO COMPLETED WRITTEN EVENT PLAN WAS YET AVAILABLE AND ADVICE GIVEN. 3. A) NO WRITTEN EVENT MANAGEMENT PLAN YET COMPLETED AS OUTSIDE EMERGENCY TO DATE HAVE NOT BEEN USED.

PAGE 11 - PUBLIC SAFETY - 1) CAPACITY FIGURES ARE COMING ON THE LICENCE - ASKED FOR CONFIRMATION VIA FIRE RISK ASSESSMENT WHICH WAS NOT SHOWN TO US AT THE TIME OF THE INSPECTION; NOT AVAILABLE.

PAGE 12 - PROTECTION OF CHILDREN FROM HARM - 4) BASIC TRAINING SHOWN BUT SPECIFIC INDIVIDUAL STAFF TRAINING RECORDS NOT PROVIDED.

- EXAMPLES OF RISK ASSESSMENTS DISCUSSED.
- PSC TO PROVIDE TRAINING CONDITION TO HELP TRAINING DEPARTMENTS.
- FOLLOW UP ON FIRE RISK ASSESSMENT REQUIRED.
- A NUMBER OF CONDITIONS EX FIA SIGNAGE WERE IN PROCESS OF BEING IMPLEMENTED.

OTHER DISCUSSION AREAS - WHO SEEM TO BE DPS, MR WIKIWIKEY MORE KNOWLEDGEABLE THAN THE DPS. ADVICE GIVEN DPI SHOULD PREDOMINANTLY BE ON SITE. MR NORRWAY STATED HE WAS INTERESTED IN (SEV) LICENCE; AND SHOWED POSITIVE TOWARDS MEMBERS AND OTHER CONDITION OF ENTRY SCHEMES.

INSPECTING OFFICER: 5787. [Signature]

SIGNATURE OF LICENSEE/REPRESENTATIVE: _____

DATE OF INSPECTION: 26/Jan 25/01/2017.

- DISCUSSED MUSIC GENRES AND INDICATED "HOUSE" MUSIC BE LIKELY TO BE USED; ALTHOUGH PROCEDURES TO ↓ DRUGS WOULD NEED IMPLEMENTATION.
- MANAGEMENT WANTED ADVICE ON DECANTING FROM BOTTLES AND WHETHER DS NUMBERS WOULD BE EVENTUALLY AMENDED.

FOR OFFICIAL USE ONLY

Premises Scoring					
1. Venue Type	60	2. Hours	30	3. Rateable Value	20
4. Compliance: Legislation	20	5. Compliance: Conditions	10	6. Best Practice	30
7. Complaints History	0	8. Confidence	25	Total:	195

Risk Rating: Very High High Medium Low Very Low

Please consult the scoring guidance note for more information on relevant considerations when scoring premises.


Licensing Profiles – Risk Rating Breakdown		
1. Venue Type 60 - Nightclub 50 - Pub etc. (regular dance/music) 40 - Pub etc. (irregular dance/music) 30 - Off Licn & Late Night Take-away 20 - Off Licn (supermarkets) etc. 10 - Restaurants, Hotels etc. 5 - School, Village Halls etc.	2. Hours of Operation 30 - Between 2 & 5 am 20 - Between 12 & 2 am 15 - Between 11 and 12 am 10 - Between 5 & 7 am 5 - Between 7 and 11 pm 0 - Residents Only	3. Rateable Value 20 - Band D, E 15 - Band C 10 - Band B 5 - Band A
4. Compliance with Legislation 40 - Very Poor (No/very little) 30 - Poor (Few) 20 - Fair (Most) 10 - Good (Almost all) 0 - Excellent (All)	5. Compliance with Conditions 40 - Very Poor (No/very little) 30 - Poor (Few) 20 - Fair (Most) 10 - Good (Almost all) 0 - Excellent (All/No conditions)	6. Best Practice Measures 30 - No Measures 15 - 1/2 Measures 5 - Several Measures 0 - All possible Measures
7. Complaints History 40 - Persistent Complaints 30 - Regular Complaints 20 - Isolated Incidents (>2) 10 - Isolated Complaints (<2) 0 - None	8. Confidence in Operation 60 - No Confidence 40 - Low Confidence 25 - Light Lack of Confidence 15 - Reasonable Confidence 5 - High Level of Confidence 0 - Total Confidence	

Points	Category	Description	Inspection Freq.
210 +	A	Very High Risk	Every 3 months
160 - 209	B	High Risk	Every 6 months
110 - 159	C	Medium Risk	Every 12 months
60 - 109	D	Low Risk	Every 18 months
0 - 59	E	Very Low Risk	Every 36 months

Check List	
Inspection recorded on Amandus/or Flare EVU?	<input checked="" type="checkbox"/> Yes Reference:
Inspection Sheet Scanned and Indexed?	<input checked="" type="checkbox"/> Yes
Next Inspection Date Diarised?	<input checked="" type="checkbox"/> Yes Next Ins. Date: JUNE 2017
Required Actions Identified?	<input checked="" type="checkbox"/> Yes
If Yes, detail actions taken:	
R&C - TO CHASE FIRE RISK ASSESSMENT AND PROVIDE AWHAM TRAINING CONDITION.	
TVF - TO CHECK RISK ASSESSMENTS WHEN PROVIDED.	
Officer Sign Off:	PC 5787 WHEELER <i>[Signature]</i> (Officer Name & Signature)
Sign Off Date:	26/1/2017

Appendix 3A

Fri 27/01/2017 20:08

 Eva's Nightclub Reading <evasrdg@[REDACTED]>
Event Plan for Masquerade Saturdays at Eva's

To peter.narandic@reading.gov.uk; Wheeler Simon

Cc pete.evas@[REDACTED]; Vicki Winyard; Clive Franklyn; james@[REDACTED]

 You forwarded this message on 01/02/2017 15:35.

 Message  04.02.17 - Masquerade Saturdays General.docx (20 KB)

Hello Peter & Simon,

Thank you for your time on Wednesday. It was very helpful and positive.

As discussed, please find attached the event plan for the launch of our Saturday nights with Lost Boy Events (James cc'd)

I have developed this document since our meeting the other day. Of course it can evolve if you think of more information you would like it to contain. Moving forward I agree with Simon's suggestion of having security plans that reflect the risk of the events. We will work with the security company to draw them up and forward for your perusal.

Please let me know if you require anything else from us on this one.

Kind Regards,

Wayne - [REDACTED]

Appendix 3b

Eva's Nightclub Event Plan

To be submitted to Thames Valley Police no later than 7 days prior to the commencement of the event.

Eva's Nightclub, 20 Hosier Street, Reading, Berkshire, RG1 7JL
Tel: 0118 9586984



Promoter	Lost Boy Events	Date of Event	Sat 4th Feb 2017
Event Type	Club Night	Event Name	Masquerade Saturdays
Contact Name	James Snowden	Opening Time	10pm
Address Line 1	[REDACTED] Chobham Road	Closing Time	3am
Address Line 2	Sunningdale	Number of People	Up to 500ppl
Postcode	SL5 0HQ	Area	Whole Venue
Contact Email	[REDACTED]	Frequency	Weekly Saturday
Contact Number	[REDACTED]		

Drink (Detail any special offers or notes)	Food (detail any special offers or notes)
Normal Drinks Offering 2-4-1 cocktails before midnight	No food requirement


Security Plan	Entertainment
Security team of 6. 2 positioned on the door (one of which searches) 2 others at static points on ground floor 1 x upstairs. 1 x roaming. Moving forward positions to be agreed with Simon Wheeler forming a number of security maps and options to be used in line with event risk. Current Event Risk: LOW	(Note: All performers will be required to be present valid ID to be scanned on entering the venue) DJ Ryan Hurley

Forms of Promotion	Promoter due diligence & intelligence
Social Media - Promoters & Eva's Link to flyer Link to promotional video Newsletter - Eva's email database Word of mouth Internal posters	Regularly hosts and runs successful events at Reading venues including: Mondays at Sakura Tuesdays & Thursdays at Lola Lo Fridays at Kinky Koala Has also promoted nights at Q Club & Matchbox Link to promotions page and galleries

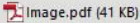
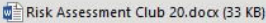
Agreed on Behalf of Eva's		Agreed by Promoter	
Name:	Peter Norbury / Wayne Whoriskey	Name:	James Snowden
Date:	27.01.17	Date:	27.01.17

Appendix 3c

Thu 02/02/2017 10:48

 King Mike
Event Management Plan

To: 'evasrdg' [redacted]
Cc: Wheeler Simon

Message  

Good Morning


I have looked at your plan and it is not quite specific enough. I have attached a copy of page 9 of the licence where it specifies what the plan must include. Could you please amend your plan including the requirements of the licence. I have attached an old one for guidance.

In relation to the number of door staff you are going to need it is also outlined on the page of conditions and if you are expecting to exceed 450 customers then you will need to have a contingency for another supervisor.


Regards,

Mike


Mike King | Licensing Officer | Thames Valley Police | Reading & West Berkshire Local Police Areas | Reading Police Station, Castle Street, Reading, RG1 7TH | Telephone | Internal 7516353 | External 01189 536353 | Mobile [redacted]




Thu 02/02/2017 15:15

 Eva's Nightclub Reading <evasrdg [redacted]>
Re: Event Management Plan

To: King Mike
Cc: Wheeler Simon; pete.evas [redacted]

 You forwarded this message on 02/02/2017 15:47.


Message 

Hi both,


Thank you for this. I will update and get across to you tonight.

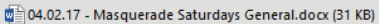
Wayne

Thu 02/02/2017 23:16

 Eva's Nightclub Reading <evasrdg [redacted]>
Re: Event Management Plan

To: King Mike
Cc: Wheeler Simon; pete.evas [redacted]

 You forwarded this message on 03/02/2017 09:56.

Message 

Hello Mike & Simon,

Please find attached the updated event plan to incorporate the required information. This is now a lot more detailed and I thank you for the example you gave. This document can of course evolve as we go.

Kind Regards,

Wayne

Appendix 4

Eva's Nightclub Event Plan

To be submitted to Thames Valley Police no later than 7 days prior to the commencement of the event.

Eva's Nightclub, 20 Hosier Street, Reading, Berkshire, RG1 7JL

Tel: 0118 9586984

Promoter	Lost Boy Events	Date of Event	Sat 4th Feb 2017
Event Type	Club Night	Event Name	Masquerade Saturdays
Contact Name	James Snowden	Opening Time	10pm
Address Line 1	██████████ Chobham Road	Closing Time	3am
Address Line 2	Sunningdale	Number of People	Up to 500ppl
Postcode	SL5 0HQ	Area	Whole Venue
Contact Email	████████████████████	Frequency	Weekly Saturday
Contact Number	██████████		

Drink & Food (Detail any special offers or notes)	Entertainment
Normal Drinks Offering 2-4-1 cocktails before midnight	(Note: All performers will be required to be present with valid ID to be scanned on entering the venue) DJ Ryan Hurley

Forms of Promotion	Promoter due diligence & intelligence
Social Media - Promoters & Eva's Link to flyer Link to promotional video Newsletter - Eva's email database Word of mouth Internal posters	Regularly hosts and runs successful events at Reading venues including: Mondays at Sakura Tuesdays & Thursdays at Lola Lo Fridays at Kinky Koala Has also promoted nights at Q Club & Matchbox Link to promotions page and galleries

Agreed on Behalf of Eva's		Agreed by Promoter	
Name:	Peter Norbury / Wayne Whoriskey	Name:	James Snowden
Date:	27.01.17	Date:	27.01.17

Staff Pre Session Briefing:

- Venue management team

- Security team
- Door Supervisors
- Bar/floor staff

Points to discuss:

- Staff roles and responsibilities
- Staff structure
- Admission price
- Guest List/Tickets sold.
- Age limit policy- Challenge 25.
- Dress Codes
- 100% Search Policy
- Music style-wind down period-
- Special needs/considerations
- Banned individuals
- Door Supervisor call signs
- Door Supervisor Deployment / Dispersal policy
- Mapping

Capacity: No more than 500 persons at any one time.

Specific intelligence relating to Reading Town Centre

- Check Pubwatch Banned from One, banned from All, list
- Any other specific intelligence available

Search Policy

- 100% Search policy in operation at all times on both female and males, entering the Venue. A female DS is present on the door for Female searches.
- All bags/ handbags and persons to be checked for drugs on entry.
- Anybody found in possession of class A drugs /offensive weapon will be refused entry, offending articles will be confiscated. Incident will be immediately called in via town safe radio.
- Anybody found in possession of class B/C drugs will have them confiscated, details recorded in the door-safe book and refused entry.
- CCTV will be in place to record all searches.

Age

- The event is available to anyone who is over the age of 18.
- Challenge 25 is the age policy operated within the venue at all times.
- Passport, UK driving licence and PASS hologram cards are the only accepted ID .
- The ID scan is in operation and a mandatory condition of entry. If valid ID is not available then the customer will be denied entry.

Attitude

- The attitude of the guest is essential. Certain questions will be asked to judge response.
- If a prospective guest has the wrong attitude then they shall be refused entry.

Mapping - Door Supervisor Deployment - if the following minimum criteria cannot be met then the venue will operate a one in one out policy so as not to exceed capacities set out in licencing conditions.

Security Map - 375 guests or less in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	01:00	02:00	03:00
Front Door incl searching	2	2	2	2	2	2	2	2
Ground Floor	2	2	2	2	2	2	2	2
Upstairs	1	1	1	1	1	1	1	1
Roaming	1	1	1	1	1	1	1	1
Totals	5	5	5	5	5	5	5	5

Security Map - between 375 and 450 guests in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	01:00	02:00	03:00
Front Door incl searching	2	2	2	2	2	2	2	2
Ground Floor	2	2	2	2	2	2	2	2
Upstairs	1	1	1	1	1	1	1	1
Roaming	2	2	2	2	2	2	2	2
Totals	5	6	6	6	6	6	6	6

Security Map - 450 guests or more in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	01:00	02:00	03:00
Front Door incl searching	2	2	2	2	2	2	2	2
Ground Floor	2	2	2	2	2	2	2	2
Upstairs	1	1	1	1	1	1	1	1
Roaming	3	3	3	3	3	3	3	3
Totals	5	6	7	7	7	7	7	7

Security Call Signs

To be detailed on the shift planner and assessed continually based on risk elements. Re-deployment will occur if it is deemed necessary and proportionate to risk.

In the event of an incident requiring security presence a radio call can be made by any staff member, management or security. The member of the team making the call should state one of the phrases below and state the location clearly (e.g Ground Floor DJ, Upstairs Bar, Ground Floor cloakroom etc.

Door supervisor response and deployment based on an incident arising:

- **Mr Lazy Green** - 1 member of roaming security to attend
- **Mr Lazy Amber** - 1 member of roaming security plus head door to attend. Front door entries should be stopped until head door authorises recommencement. Searching security member to hold door.
- **Mr Lazy Red** - 1 member of roaming security, head door and closest security operative to the designated area to attend. Front door entries should be stopped until head door authorises recommencement. Searching security member to hold door.
- **10'10** call - Searching security member to 1 to remain on front door to liaise with town radio where applicable. All Operatives from floor + Internals + Head Door + 1 from front door + Searchers + Venue Manager

In the event of a major incident:

Primary Considerations

- Safety of Customers and Staff and general public
- Alerting Emergency Services
- Preservation of crime scene
- Witness statements and incident reports in venue security book

Drinks Promotions

Any drinks promotions may be withdrawn at any point in time at the manager's discretion.

Music & Atmosphere Management

- Management reserve the right to change music policy at any point in time without prior notice in order to preserve customer safety, control the atmosphere and mood of the venue.
- Music and lighting management steps will be taken within the final 30minutes of the night in order to wind down the event. Music may decrease in volume, tempo and change genres with the objective of pacifying the crowd prior to the end of the night. Once the night has finished music will be reduced to a background level

Dispersal of Crowd

A Dispersal policy is in place for the venue. High visibility fluorescent jackets are worn by Door supervisors during dispersal once the event has finished. Security will manage the safe exit of guests and dispersal from the clubs proximity, preferably towards St Mary's Butts. Eva's Nightclub operates a good neighbour policy to help prevent unnecessary disruption to neighbours and the local area. The dispersal policy seeks to minimise the potential for crime or disorder from guests leaving the venue.

Breakages and Spillages

- Door staff to identify who their bar supervisor/floor manager is on the night
- Radio through to floor/bar contact upon finding spillage or breakage.
- Must not leave until cleared away by venue staff

Administration

- Security incidents are to be recorded without fail in venue security book.

Toilet Checks and Fire Exits


- Toilet checks and Fire exit checks are to be completed frequently and relayed to the front door in order to record.

De-briefing

To assess and develop the management of risk and overall security within the premise a de-briefing will take place at the end of business. All operatives, and an elected member of the management team are to be present. This is to be recorded in order to develop our standards of operation.

Appendix 5a

Mon 13/03/2017 17:44

 Wheeler Simon
Meeting

To: pete.evas [REDACTED]
Cc: 'French, Richard'

Mr Norbury

With regards to the meeting you requested with us and the Council on Wednesday 15th March 2017 to discuss your possible upcoming promotions can you please be advised that we have had to change the time of the meeting to 3.30pm.


The Council Licensing dept have kindly arranged a room at the RBC offices in Bridge Street so if you could meet us there instead of the Club that would be most appreciated.

Regards
Simon

[Simon Wheeler](#) Police Constable 5787
[Reading Licensing Dept](#) | [Reading LPA](#) | [Thames Valley Police](#)

Appendix 5b

Tue 14/03/2017 11:36

 Pete Pete <pete.evas [REDACTED]>
Re: Meeting

To: Wheeler Simon


 You forwarded this message on 15/03/2017 20:02.

Yes that's great

Sent from my iPhone


Appendix 5c

Wed 15/03/2017 20:02

 Wheeler Simon
Meeting scheduled for this afternoon at RBC

To 'pete.evas@' [redacted]

Cc 'French, Richard'; King Mike; 'Narancic, Peter'; Murray Robert

 This message was sent with High importance.

Mr Norbury

It was disappointing that you were unable to attend the meeting that was arranged for this afternoon and both RBC Licensing officers and myself were available at the Council offices at the arranged time.

However, in your absence we have had the opportunity to discuss your potential proposals to run the events at the premises that you have previously outlined, and would like to draw your attention to the following conditions on your Licence:-

Conditions agreed via Consent Order 14th September 2016

Event Plans

2. A written Event Management Plan for events where the predominant licensable activities involve the performance of recorded or live music with dancing shall be submitted to Thames Valley Police and Reading Borough Council setting out how the event will be managed and the precautions which have been taken to cater for all reasonably foreseeable contingencies and which will demonstrate the procedures, roles and specific responsibilities of the management team, security and associated personnel. The finalised version of such a plan must be submitted at least 7 days prior to the commencement of the event.

3. No event organised by an external promoter shall take place at the premises unless:

a) A written Event Management Plan for the proposed event has been forwarded to Thames Valley Police no less than 7 days prior to the commencement of the event and;

b) Thames Valley Police in the form of an officer of at least the rank of Chief Inspector have not provided the licence holder with a reasonable objection to the holding of the event which is maintained at the time that the event takes place. The Event Management Plan to be provided shall include details of the promoter and any performers that are proposed to perform and shall take account of any intelligence sources readily available to the licence holder. In particular, the name of the proposed headliner shall be checked on the Club Scan device.

This set of conditions were put specifically onto the Licence to address historical incidents at the venue detailed in the review that took place. These were necessary to prevent crime and disorder related incidents that were causing a large number of violent occurrences both inside but predominantly outside of the venue and in surrounding streets at dispersal times.

As you will recall when you first took over the venue it was discussed that the nature and style of the club would be totally different to that of "Club 20". In fact we were told initially the venue was to be called "The Ace of clubs" and be more of a traditional generic night club playing "cheesy" music and promoting a fun vibe.

The fact that you are now considering to revert back to similar styled events that were previously held at Club 20 and which resulted in two reviews and eventual revocation of the premises licence is extremely concerning and contrary to what we were informed the venue was going to be.

I have highlighted in red the caveat condition that once you have submitted your required risk assessment we shall make a decision as to the suitability of any event you wish to hold, and if we feel that there is a reasonable objection to that event will seek the advice of a Chief Inspector level or above Officer who will make the decision to object or not to that event taking place.

I would remind you that the Reading LPA Licensing Dept have had concerns in relation to many events held historically in the past at venues which have led to many violent incidents and two known incidents of murder. I also draw your attention to the fact that all venues were written to in 2012 outlining our concerns and the potential consequences of holding events that have the potential to undermine the Licensing objectives.

If you wish to go ahead with any of the events you mentioned please send us the risk assessments as soon as possible so that we have the opportunity as per the licence condition to make a decision on any proposed event.

Regards

Simon

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 5d



Thu 16/03/2017 14:41

Pete Pete <pete.evas>

Re: Meeting scheduled for this afternoon at RBC

To: Wheeler Simon

Hi

Sorry everyone I have got my days mixed up, so apologise for our non attendances. No fault but my own...

Just to check my Saturdays have been given to a promotor so I shall give you guys the risk assessment for that with the hope all will be ok.

Now my Tuesdays being a student night is done via our own team do I still need to put one through ??

Fridays also is by our selfs.

Thursdays again the same. This will be our live music night witch will be different from other venues by only allowing soul music r and b covers ranging James brown to Drake

Sent from my iPhone

Appendix 6a

Mon 03/04/2017 18:26

 Friel, George <George.Friel@reading.gov.uk>
Eva's [OFFICIAL]

To King Mike; Wheeler Simon
Cc Masson, Clyde; Narancic, Peter; Murray Robert


 This message was sent with High importance.

Hi Mike,
Further to our chat today I can confirm that I have stunned the radio of Eva's due to their outstanding invoice still not be paid I gave them another 2 weeks to pay it but it has still not been paid, I also tried the landline number today and got the cut off tone, I know they have been struggling recently but they seem to have opened last weekend as the radio was used.
I do know they have got it in their license that have to have to have a radio so they are breaching that due to the radio not working, I will happily revive it if they have pay cash, but if they pay by cheque I will have to wait until it clears before I revive the radio
Many thanks


George Friel
RBC Community Safety Team
Reading Borough Council
Townsafe Radio Officer
RBAC Coordinator
Reading Police Station
Castle Street
Reading
RG1 7TH

Appendix 6b

Fri 07/04/2017 22:18

 Haines Kevin
evas

To Wheeler Simon

 You replied to this message on 08/04/2017 09:24.

Hello again,

George has had to stun Evas radio (think he did it today) for non payment of bill. Apparently he has given them multiple chances but they are just ignoring him.


They are open tonight by the look of it (they also just tried to use their radio unsuccessfully), this probably puts them in breach of their licensing conditions.

They have also blocked off the last 5 metres of the public highway (hosier street) just in front of their doors. Looks like they are planning to use it as a que area or something.


Thanks,
Kevin.

Appendix 6c

Wed 12/04/2017 12:05

 Friel, George <George.Friel@reading.gov.uk>
Eva's


To: Wheeler Simon; Masson, Clyde

 You forwarded this message on 12/04/2017 12:39.

Hi Simon,
They did pay the money eventually late on Monday evening so they must have got the previous emails about me going to stun the radio so realised what I had done .
I will get this radio revived this afternoon
Many thanks for your help
George Friel
RBC Community Safety Team
Reading Borough Council
Townsafe Radio Officer
RBAC Coordinator
Reading Police Station
Castle Street
Reading
RG1 7TH

Appendix 6d

Wed 12/04/2017 12:40

 Wheeler Simon
Eva's Section 19 closure Notice

To: King Mike; French, Richard; 'Narancic, Peter'

Gents

I issued a Closure notice to Peter Norbury last night 11/04/2017 for breaching conditions in relation to Townsafe radio and non provision of event plans for 1st April, 8th April, 9th April and 11th April 2017.

As you will see George Friel has now confirmed that Townsafe is due to be reinstated and the bill has been paid.

We still await the renewed provision of all correct event plans so until that happens the Section 19 remains in force.

A copy of the closure notice will be supplied to RBC in due course.

Thanks
Simon

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 7



CLOSURE NOTICE MADE UNDER SECTION 19 OF THE CRIMINAL JUSTICE AND POLICE ACT 2001

No. 00070

Date and Time of the Closure Notice:
11/04/2017

Person making the Notice:
PC STB WHEELER
Signature:

Name (if applicable) and Address of the Affected Premises:
EVA'S
20 HOSIER STREET
READING, RG1 7TH

Alleged unauthorised use of the Premises:
Condition 2 and 3a NOT COMPLIED WITH NO EVENT PLANS SUBMITTED SINCE 4th FEB 2017 NO PLANS FOR 1st APRIL, 8th APRIL, 9th APRIL, 11th APRIL
Condition 1b - Townsfolk Radio


Steps which may be taken to end the alleged unauthorised use of the Premises, or to prevent it from re-occurring:
NO LATER THAN 7 DAYS OF NOTICE
- COMPLY WITH CONDITIONS 2 & 3A AND SUBMIT RELEVANT EVENT PLANS AS STIPULATED IN CONDITIONS.
- ENSURE A TOWNSFOLK RADIO IN USE & COMPLIES WITH

The Person (if applicable) on whom the closure notice has been served:

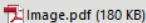
Name: PETER NORWAY.
Signature:

Appendix 8a

Thu 27/04/2017 14:28

 Wheeler Simon
EVA's risk assessment

To King Mike; French, Richard; Narancic, Peter

Message 

FYI

Received last Friday at our front counter apparently!


If you look at the due diligence section it appears to read "Known incident at sub 89" – I assume this means the act or promoter suffered problems at a previous event and if so begs the question if that is the case why are they running it.

Simon


[Simon Wheeler](#) Police Constable 5787
[Reading Licensing Dept](#) | [Reading LPA](#) | [Thames Valley Police](#)

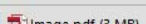
Appendix 8b

Thu 04/05/2017 19:19

 Wheeler Simon
EVA's risk assessments for the 5th May, 6th May and 1st June 2017 (Underage event)

To King Mike; Narancic, Peter; French, Richard

 This message was sent with High importance.

Message 

Zoom
Zoom to the level that you.
For zoomer zoomin controls in the statu

All

Please find attached event plans from EVA's hand delivered to the Police station on 2nd May 2017.

I have also received a phone call from Mr Norbury which I will have to re-listen to as I'm not certain exactly what he is asking for and potentially he wants another meeting.

However, I think it is imperative that we discuss the venue and it's events such as the underage events etc and poor event plans which are often untimely and look to arranging a tier 1 performance meeting to provide official intervention at this stage as soon as possible.

Regards

Simon


Simon Wheeler Police Constable 5787
[Reading Licensing Dept](#) | [Reading LPA](#) | [Thames Valley Police](#)

Appendix 9

Date of Event	Event plan date	Date received by TVP if recorded
31/03/2017	21/03/2017	
14/04/2017	21/03/2017	
15/04/2017	22/03/2017	
18/04/2017	12/04/2017	
20/04/2017	12/04/2017	
21/04/2017	12/04/2017	
22/04/2017	12/04/2017	
24/04/2017	12/04/2017	
28/04/2017	12/04/2017	21/04/2017
30/04/2017 (x2 provided)	21/03/2017 & 12/04/2017	
05/05/2017	25/04/2017	02/05/2017
06/05/2017	29/04/2017	02/05/2017
01/06/2017	29/04/2017	02/05/2017
03/06/2017	22/03/2017	

Appendix 10a

Sat 06/05/2017 03:56

 Haines Kevin
evas

To: Wheeler Simon; King Liam

Simon, FYI Evas,

Liam, in case you get issues tonight.

There was a rap/urban night at Evas. Early on there were issues when [REDACTED] and his lot got knocked back at the door. Much later on the group re attended and jumped the wall and got into the club. Nightsafe officers attended again. Updates from officers were that [REDACTED] and his lot were also in the club and it looked like things were going to bad. The decision was made by either doorstaff or officers on scene for the club to close. It closed at 0230 and 300 + persons were gradually kicked out.

It all ended up ok but it used up all of Nightsafe, half of shift and a dog. It was lucky that the rest of town was quiet. It was a big drain on resources!

Kevin.

Appendix 10b

ID: **16507319**

ZEUS BAR			
20, HOSIER STREET, READING, RG1 7JL			
URN:	Date:	Time:	Location Reference:
151	06/05/2017	02:26	7/9/1018/9
Beat Code:	EA44		
Caller:	IES25 5869 CROWTHER INSPECTOR		
Classification:	EMERGENCY :		
Response:	IMMEDIATE		
Result:	NO FURTHER POLICE ACTION		
Closing Type L2:	CONCERN/SAFETY/COLLPSE/INJ/TRAP		
Closing Type L3:	NO QUALIFIER		
Brief Details:			
PROBLEMS AT EVA'S NIGHTCLUB (FORMERLY SIG)			
Time(mins) from +IC:	Despatch = 4	At Scene = n/a	Leave Scene = 93

Details from incident log:

02:26	06/05/2017	C972	IES25 - THERE ARE 300 IN EVERS AND 12 DOOR STAFF INSIDE.
02:28	06/05/2017	C4643	TWO FAMILIES HAVE CLIMBED OVER TO ENTER
02:28	06/05/2017	C4643	WELL KNOWN SUBJECTS AND MAY HAVE ISSUES BETWEEN THEM
02:28	06/05/2017	C4643	CLUB LOOKING TO START REMOVING PEOPLE
02:30	06/05/2017	C972	IES25 - THERE IS A PHOTOGRAPHER ON SCENE.
02:30	06/05/2017	C972	BRONZE IS SPEAKING TO OWNERS - TEAM 5 HERE LEVEL 2 AND 3
02:30	06/05/2017	C972	OFFICERS. JXD55 AND ARV11 TO DRIFT IN TO THIS AREA.
02:30	06/05/2017	C972	.
02:30	06/05/2017	C972	THE LIGHTS HAVE BEEN SWITCHED ON AND PERSONS WILL BE
02:30	06/05/2017	C972	LEAVING.
02:31	06/05/2017	C972	IES25 - 2 MEMBERS FROM THE OPPOSITE FAMILIES HAVE BEEN
02:31	06/05/2017	C972	REASONBALE TOWARDS EACH ATT.
02:32	06/05/2017	C4643	ARV11 WILL LISTEN BUT MONITORING JOB ON FIREARM CHANNE
02:35	06/05/2017	C972	EAS55 - PERSONS LEAVING THE CLUB NOW - AIO ATT.
03:00	06/05/2017	C972	EAS55 - SIG IS NOW CLOSED. EVERYONE IS OUT. DOOR STAFF
03:00	06/05/2017	C972	USHERING PEOPLE TOWARDS ST MARYS BUTTS.
03:13	06/05/2017	C972	EAS55 - FOR ET TO MONITOR.
**** NO TEXT IN CLOSED LOG ****			

Appendix 11



Mon 08/05/2017 20:13

Wheeler Simon

Performance meeting regarding EVA's, Tuesday 9th May 2017, Reading Police Station, 2.00pm

To 'pete.evas' [REDACTED]

Cc 'Masson, Clyde'; Murray Robert; French, Richard; Naranic, Peter; King Mike

This message was sent with High importance.

Mr Norbury

This is to confirm that a formal performance meeting has been arranged for you to attend at Reading Police Station on **Tuesday 9th May 2015 at 2.00pm**.

At the meeting you should be accompanied by the Designated Premises Supervisor and any other management staff or Door Security staff that you feel may assist you to answer questions relating to recent poor performance at the venue and specifically in relation to the disorder in the early hours of Saturday 6th May 2017. We also aim to discuss concerns over recent and planned under 18 events as well as continued failure to complete and provide event plans/risk assessments on time and to the required standard.

Also please bring with you any supportive documentation and paperwork required as part of the venue licence conditions as an inspection of your processes and questions relating to that will be asked.

As this is a formal process we must inform you that you do have the right to be accompanied by a legal or licensing representative if you feel that it may aid your understanding of the process itself.

Please be aware that at this stage this is not designed to be a punitive process however it is deemed a means to identify any weaknesses in the licensing aspects of the business in order to improve and rectify performance and adherence to the licence, in order to prevent further incidents of crime and disorder.

Dependent on the outcome of the meeting there may be recommendations made to you in relation consideration for further licence conditions or amendments to the current conditions which we would wish to agree on.

This process does not preclude any formal review application which may be taken by Thames Valley Police or the Licensing Authority in relation to this premises licence if the outcome of this meeting is unsatisfactory or agreement cannot be reached; therefore we reserve the right to pursue a review of the premises licence if we feel it is necessary to do so.

Regards

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 12

Performance meeting notes 9th May 2017

Start time 1424 hours

End time 1630 hours

Attendees:-

Clyde Masson (RBC), Simon Wheeler (TVP), Peter Norbury (EVAS director), Vicky Winyard (Part owner), Paul Butcher (Security Manager)

SW – Asked why the Designated Premises Supervisor Rajbinder Sarai was not in attendance at the meeting?

PN – Stated that he was a bus driver during the day and that in any case they were looking to put in a new DPS in place who currently managed the bar.

SW – Stated there were concerns with the DPS knowledge in terms of being a Night club manager and asked how often he actually attended the venue to oversee how it was being run?

PN – Stated that the DPS had licensing knowledge and currently ran a small Pub in West London; the Victoria or the Woolpack, and that he visited EVAS two weekends per month. PN further stated that he and VW were waiting to get their personal licences and to date had completed a level 2 qualification.

SW – Stated that the meeting was an official performance meeting to discuss potential failings within the business and to gain clarity on some situations and concerns that had arisen over time and included an incident the previous weekend which required a large Police attendance. SW reiterated that this was a meeting to discuss the facts around certain situations to determine whether or not actions could be identified to rectify the situations or whether conditions may be required to be put forward or any other action such as a review may have to be considered.

SW – Stated that an inspection was carried out at the premises on 25/01/2017 during which the fire risk assessment was not provided. It was stated that there is a legal requirement for the fire risk assessment to have been carried out and available for inspection and that this should set out safe capacity numbers. Attendees were asked if this had been brought to the meeting and could be viewed?

PN and VW – Stated that as far as they were aware they had this in place but needed to find it and would send it across to be viewed.

SW – Stated that also during the inspection condition 4 under the prevention of children from harm relating to training for staff to ensure underage drinking does not occur on the premises and training records relating to that were not available. SW asked if these were now in place and were signed training records now available?

VW – Stated that had now been done and although they had not been brought to the meeting they would be provided to be seen.

SW – Asked if Wayne Whoriskey was still involved in the business?

PN – Stated that Wayne was still involved as a consultant but due to the birth of a child any intervention by Wayne is undertaken remotely over the phone.

SW – Moved on to discussing Event Plans and the attention of meeting participants was drawn to the conditions 2 and 3a on page 9 of the licence agreed via consent order on 14th September 2016.

SW stated that the condition states that written event plans where licensable activity predominantly involves performance of recorded or live music with dancing must be provided to Thames Valley Police and Reading Borough Council at least 7 days prior to the commencement of the event plan.

The attendees were shown event plans from the 27/01/2017, 21/04/2017 and 02/05/2017. SW discussed how the first plan was amended by Wayne Whoriskey to provide more detail and that when the next event plan was received 3 months later it was poorly written and had insufficient detail and in effect didn't follow the format of the event plan which was better presented by Wayne Whoriskey. It was also detailed that evidence had been found on social media that the venue had changed its promotions and events a number of times between January and April and begged the question why other event plans hadn't been submitted in line with their venue conditions? SW questioned why even having issued a Closure notice to the premises on 11th April 2017 for failing to provide event plans that since that day none had been received by Thames Valley police or Reading Borough Council until the most recent in May.

Finally SW discussed the received plans which were received at the Police station on May 2nd for events on 5th and 6th May 2017. SW stated again they were insufficiently written, again copies had not been supplied to the Council and in this situation they were also received with less than the 7 day requirement.

PN and VW – stated that they had brought the event plans to Reading Police Station prior to this date and after the closure notice had been issued and were adamant they gained stamps for them. They stated that the Police must have lost them at the time and that the late provision occurred because further copies had to be supplied.

SW – Then asked for clarification on the under 18 events that were being run and asked how they worked? And what measures were put into place?

PB – Stated that they took full account of safeguarding processes and described a three stage verification policy.

1. All attendees show valid ID and over 18's only receive a stamp and wrist band.
2. Only one drink is sold per time to over 18's who have to show the stamp, band and ID again at the point of each individual sale.

3. The glass has to be returned before another drink can be purchased and if any over 18 is seen leaving a drink unattended they are asked to leave. It was confirmed that all events of this nature conclude by 0100 hours and attendees must be between the ages of 16+ and 18 only. Each patron is wanded using a security metal detector and all pockets are turned out during the search process prior to them being scanned using the ID scanner.

PB assured that only Pass ID, provisional driving licences and UK passports or birth certificates were accepted as proof of ID.

PB stated that safeguarding measures are put into place at the end of the evening and parents can come to collect children.

In relation to the Birthday party hire of the venue it was confirmed that it was a private invite party only and the same wrist band system and checks were used throughout the event.

PN – Stated that we should look at the online reviews for their under 18 events.

PB – Stated that they employ 8 Door security for these events and two female security operatives.

SW – Referenced an incident relating to URN 20/04/2017 in relation to an intoxicated 17 year old and asked for the venue perspective on this incident?

PB – The female was refused entry as she arrived intoxicated and staff remained with her until friends collected her. PB stated that their duty of care was complied with.

He also stated that the venue wish to implement the usage of a breathalyser and reminded SW that this had been asked for previously as he had been told the Police have some to be borrowed.

SW – Stated he had asked the Licensing Officer Mike King to arrange this and would chase that up.

PN – Added in relation to under 18 events that they would never go over 400 persons in order that the consumption of alcohol could be monitored.

SW – Moved on and asked how the venue saw their current promotions and usage of “urban” style promoted events which historically over a number of years have led to unfortunate incidents of crime and disorder on a regular basis?

PN – Since our new promotions we have not had any issues from a security point of view, and unless the Police can say differently generally we have very few issues. PN also stated that ID scan statistics show that the venue attracts a far higher percentage of women to men ratio.

SW – Discussed the management of the front area of the premises and stated crowd and queuing management could be tidied up and issued a concern that door supervisors were difficult to identify via the Council cameras, suggesting a barrier

queuing area along the pavement of Hosier Street and hi vis jackets for security staff outside of the venue.

PB and PN – Asked the opinion of CM as to the potential for closing a portion of the road to prevent traffic infringements and or the potential for a Private hire pick up point.

SW – Recommended that a feasibility discussion for a black cab rank to be placed in Hosier street may allow for the greater organisation of the area, naturally keep the street clear and also provide a legal and reputable means for members of the public to get home.

SW – Asked two questions; firstly what is happening at the venue to ensure that Pubwatch bans are adhered to as social media had shown that on a number of occasions banned individuals had been identified inside the club? Secondly can you tell me the circumstances from your venue perspective of what took place this past weekend with [REDACTED] (person banned)?

PN and VW addressed the Pubwatch bans by stating that they had not had the full and up to date Pubwatch banning folder, or at the very least they couldn't find it and because of that they had not known. They stated that once they had the full folder and knew the banned individuals this led to the incident with [REDACTED] as he was told he could no longer come in.

PB – The night was going smoothly this weekend but just to take a step back this started a week before when [REDACTED] turned up and we told him that he was on Pubwatch so couldn't gain entry. He had said at the time that he would barge into the club whenever he wanted but on that occasion did leave.

Then this Friday at about 0050 hours [REDACTED] turned up with his brother [REDACTED]. We told him "not tonight as you are here to cause trouble". He was with a larger group of males who were stood at the top of the ramp nearby. We told him if he didn't leave we would call the Police, which we had to do.

PB stated that when Police arrived [REDACTED] walked slowly off up the ramp and they asked the Police to stay around to provide a presence as Nathan was with the group.

PB stated that the Police left a while later as they had to go to another job and Nathan was left stood at the top of the ramp behind a car.

Once the Police had left the street [REDACTED] walked straight up to the front of the club again but as before was told to go away. PB said that Nathan said "I will roll into another club". And gave the impression he intended to force his way into somewhere else.

PB stated that at approximately 0200 hours [REDACTED] again returned and was again told "No". However on this occasion he and the group he was with walked away towards Pavlovs dog but then jumped into Pavlovs dog bin shed and hopped into the garden area at EVAS.

PB said again Police were informed and a decision was made with Inspector Crowther that because of the number of persons in [REDACTED] group inside the club

that the safest way to resolve the situation would be not for security staff to challenge them but instead for the club to be shut and for everyone to naturally disperse.

PN decided to terminate the event and [REDACTED] then before Officers entered jumped the rear fence and ran away. They also stated that [REDACTED] had also turned up to negotiate him to leave the venue.

PB stated that during dispersal 9 door supervisors followed the crowd and remained in the area of Perfect fried chicken to prevent issues. PB noted that PFC is a problematic area and stated that his staff had witnesses on other occasions stand by and watch people becoming assaulted – never intervening.

PN – Indicated that the issues [REDACTED] was causing at his premises may be due to the fact his father is planning to re-open Bridges in Caversham and he wants his customers.

SW – Stated that as the venue management had concerns over the re-attendance of [REDACTED] TVP would look to provide an element of Police presence at the venue this weekend.

PN – Then made the following comments, stating he would be willing to allow any Officer into his premises at any time or into his CCTV room to observe customers if Police thought anything untoward was taking place inside the Club. He said that on Thursday nights they get groups of youngsters hanging around outside and they could do with some support to manage that.

SW – reiterated that Police only have finite resources and presence on a Thursday is not realistic, however the venue must plan for such eventualities themselves.

PN – Then brought the conversation back to [REDACTED] and his concern that he believed Police were targeting him because of “people” that were attending his venue. PN stated that if Police wanted certain people not to enter the venue then they should give him the names and tell him whom not to let in.

SW – Stated that it was not that simple, the Police cannot just provide lists of people that they wouldn't wish to enter premises. Any individual must be banned correctly through a Pubwatch system for which the Police cannot be involved in that process and it was pointed out that the venue has its own right of admission refusal and they must make those decisions. However SW stated that TVP would support a venue and should support staff to prevent persons entering or causing issues at a premises when they are following banning protocols or preventing the entry of persons they suspect have either been involved in causing issues before or may do in the future.

PN – stated “I think the Police are scared; I want to bar people. I'm here to make money, fuck my customers if getting rid of the trouble helps me”.

PN also made comments that he felt the Police were late in bringing up these concerns and that in his opinion it was like giving him enough rope to hang himself and they just wanted him to shut.

PB – reacting to PN asked him to calm down and said that they would go away and start to make the changes that were required and discussed in the meeting.

SW – Stated that a letter would be written to the premises summarising the main discussion points and any required actions deemed necessary.

SW – Summarised discussion and outcomes:-

1. Recommendation to remove DPS – PN and VW said in process of changing.
2. Fire risk assessment – VW and PN promised to send to TVP and RBC.
3. Training in relation to protection of Children from harm condition 4 – VW stated completed and will send across for TVP/RBC viewing.
4. Event plans – PB stated will provide event plans with greater information and clarity.
5. Under 18 events – full event plans to be provided, RBC and TVP provided concerns over mixed events where alcohol sold and under 18 persons are also allowed entry.
6. Breathalyser – venue wanted to use this and request TVP provision asap if this can be provided or they will purchase themselves.
7. URN on 17/04 and 20/04 discussed and it was determined premises was not to blame for these incidents and acted to ensure vulnerability was catered for.
8. Management of venue external queuing area discussed, TVP recommend looking at queue management barrier options. RBC to look into Taxi rank options in Hosier Street.
9. Incident involving the closure of the premises discussed and conclusion on this occasion that this was correct action and was brought about because the venue were now enforcing Pubwatch bans. PN and PB confirmed Pubwatch folder was now up to date.
10. PN concerns over Police response and lack of interaction with problematic persons was noted by TVP.
11. TVP still had concerns over continued usage of Urban promoted events solely based on historical incidents of Crime and Disorder and restated the risk was the venues to take.

Meeting ends.

Appendix 13

Wednesday 17th May 2017

Licensing Act 2003

Premises Licence Number: LP2002002

Premises: Eva's

Premises Address: 20 Hosier Street, Reading, RG1 7JL

Dear Rajbinder Sarai (DPS) and Peter Norbury (Director Bar Mango Ltd)

On 9th May 2017 at 2.00pm a performance meeting was held at Reading Police Station in relation to the above named premises in response to an incident at the premises on 6th May 2017 and other concerns of poor performance surrounding breaches of licence conditions and a failure to provide a venue fire risk assessment.

The meeting was attended by Mr Peter Norbury, Mr Paul Butcher and Miss Vicky Winyard representing Eva's. It was noted that the Designated Premises Supervisor (DPS) Mr Sarai did not attend the meeting as requested as Mr Norbury stated he was a bus driver during the day and therefore unable to attend. PC Simon Wheeler represented Thames Valley Police (TVP) and Mr Clyde Masson Reading Borough Council (RBC).

During the meeting the following areas of concern were discussed and actions set:-

1. Recommendation to remove DPS as it was stated that there were concerns over the amount of time he was on the premises and the reality of how much input he actually had in relation to the day to day running of the business and application to ensure the licence conditions were being implemented. – Mr Norbury stated that the DPS was likely to be changed imminently for a more suitable person, namely the current bar manager and we would recommend this take place as soon as possible.
2. Fire risk assessment – During an inspection at the premises on 25/01/2017 the fire risk assessment could not be produced. Mr Norbury stated that an assessment had been completed and was available and that it would be sent to TVP and RBC officers immediately.
At the time of writing this letter, this has still not been made available and must be provided immediately.
3. Training in relation to protection of Children from harm condition as set out below could not be proven during the January inspection. Vicky Winyard stated that this had been completed and this would be provided to TVP and

RBC immediately. Currently this has also not yet been provided and must be made available immediately to ensure that this condition is no longer in breach.

4. The Premises Licence Holder shall ensure that all staff shall be trained in procedures to ensure that no underage drinking occurs on the premises. Signed training records must be kept and made immediately available upon request to an authorised officer of Thames Valley Police and Reading Borough Council. These records shall be kept for a minimum of one year.

4. Event plans – Concern was discussed in relation to the poor completion and detail provided on the venue event plans. It was also pointed out that prior to April 11th 2017 when a Closure Notice was served on the premises for failure to adhere to this condition that this condition had regularly been in breach prior to that date. It was also noted that such plans shall be submitted to RBC as well as TVP. It has since been noted that event plans had been provided to TVP for events after the date of the Closure Notice which had not been recorded as received at the time.

Paul Butcher confirmed as an action that the event plans would be further developed to include the relevant detail and that these would be provided to TVP and RBC within the 7 day pre requisite timescales as a minimum.

We can confirm that since this meeting a number of event plans with improved detail have been received.

Conditions agreed via Consent Order 14th September 2016

Event Plans

2. A written Event Management Plan for events where the predominant licensable activities involve the performance of recorded or live music with dancing shall be submitted to Thames Valley Police and Reading Borough Council setting out how the event will be managed and the precautions which have been taken to cater for all reasonably foreseeable contingencies and which will demonstrate the procedures, roles and specific responsibilities of the management team, security and associated personnel. The finalised version of such a plan must be submitted at least 7 days prior to the commencement of the event.

3. No event organised by an external promoter shall take place at the premises unless:

a) A written Event Management Plan for the proposed event has been forwarded to Thames Valley Police no less than 7 days prior to the commencement of the event and;

5. Under 18 events – RBC and TVP raised concerns over the promotion of mixed age and under 18 events, citing previous events historically in Reading and issues that arose from them. There are always concerns surrounding how it can be assured that persons under the age of 18 do not get access to alcohol at mixed events of this nature. Mr Butcher provided detail of measures that the venue put in place to address vulnerability and ensure that there are three checks made prior to each sale of alcohol which include a hand stamp check, wristband and identification inspection. Although it is understood that various checks and balances are being applied TVP would highly recommend that events of this nature are not held because of the extreme risks involved and difficulty ensuring that the potential for an underage person does not gain access to alcohol therefore undermining the objective to protect children from harm
6. Two URN (Police recorded incidents) on 17/04 and 20/04 were discussed and it was determined that the premises was not to blame for these incidents and acted suitably to ensure vulnerability was catered for.
7. Management of venue external queuing area was discussed and the poor visibility of door supervisors on camera when not wearing hi-vis clothing. TVP recommend the premises management along with RBC look at queue management barrier options to potentially be situated along the pavement in Hosier Street as well as the option of a taxi rank to be situated in the road to aid with dispersal from the area. TVP suggest that door supervisors wear hi-vis reflective jackets when working outside the venue and on the front door to aid CCTV operatives to view them in order to ensure their safety.
8. The incident on 6th May 2017 involving the closure of the premises was discussed and the conclusion on this occasion was that this was caused by the venue proactively and correctly disallowing entry to the venue of a current Pubwatch banned individual. It was deemed the correct action for the venue to self-determine to close in these circumstances. The decision was made in order to facilitate the safe dispersal of the group who had gained access to the premises by climbing into the garden area of the club via the bin area of the pub (Pavlovs dog) situated behind Eva's. Mr Norbury and Mr Butcher confirmed that the premises now also had an up to date Pubwatch folder and offered assurance that banned individuals would no longer gain access to the premises as had been the case throughout April 2017.
9. Urban music events – TVP referenced a number of current promoted events at the premises which can be construed as “Urban” style music events and are similar in nature to those regularly run at the premises prior to Mr Norbury purchasing the venue. It was again recommended that the management at the premises re-consider the music policy and promoting events of this nature when it was exactly this style of event which attracted many incidents of crime and disorder that had previously led to this premises having its licence revoked by the Licensing Sub-Committee in 2016. We would like to direct you to the fact that when the venue was first purchased we were told in

recognition of the history of the venue that it would be a completely different style of operation and currently that is not the case. As mentioned this a very strong recommendation and we would ask you to give due consideration to that advice in lieu of historical incidents both at this premises and many others within Reading that have caused serious problems over the past decade.

You are reminded that the people legally responsible for the premises under the Licensing Act 2003 are the premises licence holder and the designated premises supervisor.

Can you please ensure that all of the above action points contained within this letter are rectified immediately and any proof or written processes or training that you have stated will be provided are sent to the relevant email addresses provided to you at the meeting.


This letter is sent and should be received as a warning against further breaches of your premises licence. Should any future breaches occur, formal action shall be considered.

Yours Faithfully


PC 5787 Simon Wheeler

Reading LPA Licensing Dept.

Wed 17/05/2017 21:49

 Wheeler Simon
Eva's performance meeting letter 17-05-2017

To: 'pete.evas' [redacted]
Cc: King Mike; French, Richard; 'Narancic, Peter'; Masson, Clyde; Murray Robert

Message  Eva's performance meeting letter 17-05-2017.docx (87 KB)

Mr Norbury

Please find attached the letter in relation to the performance meeting held at Reading Police Station on 9th May 2017.

Hard copies will be provided to you in due course and sent to the DPS Mr Sarai.


Please complete any actions that were agreed on the day and email or provide hard copies of the relevant training and fire risk assessments etc as required.

Regards

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police


Switchboard (non emergency): ☎ 101
Mobile: [redacted]
✉ Castle Street, Reading, Berkshire, RG1 7TH

Appendix 14a

 Fri 19/05/2017 17:44
Wheeler Simon
Eva's CCTV letter 19-05-2017

To 'Eva's Nightclub Reading'; 'pete.eva: [REDACTED]'

Cc Singh Lucie (Reading); Nicholls Jon (CID Reading); 'French, Richard'; 'Narancic, Peter'; King Mike

Message  Eva's CCTV letter 19-05-2017.docx (84 KB)

Mr Norbury

Please find attached a letter regarding the provision of CCTV for the incident on 6th May 2017 for attention of DC Lucie Singh.

Continued failure to provide the CCTV is a breach of the venue Licence condition.

A copy of this letter has been sent to the DPS Mr Sarai.

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Switchboard (non emergency): ☎ **101**
Mobile: [REDACTED]
✉ Castle Street, Reading, Berkshire, RG1 7TH

Appendix 14b



Friday 19th May 2017

Licensing Act 2003

Premises Licence Number: LP2002002

Premises: Eva's

Premises Address: 20 Hosier Street, Reading, RG1 7JL

Dear Rajbinder Sarai (DPS) and Peter Norbury (Director Bar Mango Ltd)

On 6th May 2017 an incident occurred at your premises which led to a performance meeting at Reading Police Station on 9th May 2017 where this and other areas of concern were addressed.

You may recall that provision of CCTV regarding the incident on the 6th May 2017 was also discussed and at the time Mr Norbury was asked why having been requested to provide CCTV of the incident to Officers within Reading C.I.D that it had not yet been provided in line with your Licence condition?

Mr Norbury stated that he was in the process of getting the footage burned but that due to concerns over how to use the system that he was waiting for an engineer to do this so that footage was not inadvertently destroyed.

On the 17th May 2017 having still not been provided with the CCTV DC Lucie Singh arranged to meet Mr Norbury at the venue for footage to be provided on the 18th May 2017 at 11.00am.

On arrival the venue was shut and no-one was on site and a voicemail was left for Mr Norbury in relation to this.

To date there has been no further contact and the footage has still not been made available either for viewing or production.

Can I please draw your attention to the following condition on your licence:-

CCTV

5. A CCTV system shall be installed in accordance with current or amended Home Office Guidelines relating to UK Police Requirements for digital CCTV systems. The system shall be maintained and operated correctly to the satisfaction of Thames Valley Police ensuring all licensed areas of the premises (except toilet facilities) are monitored – including staircases. All entry and exit point cameras shall enable frontal identification of every person entering the premises in any light condition.

6. All cameras shall continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. Any breakdown or system failure shall be notified to Thames Valley Police and Reading Borough Council immediately and remedied as soon as possible.

7. Except for mechanical breakdown beyond the control of the proprietor, recordings shall be made available to an authorised officer of Thames Valley Police or Reading Borough Council together with facilities for viewing with immediate access by a person qualified to operate the system. **Any request from Thames Valley Police or Reading Borough Council for a recording to be made for evidential purposes must be carried out immediately when the premises are attended or within 24 hours in any other case.**

Continued failure to provide CCTV as requested on his occasion by Thames Valley Police is a breach of this licence condition and this must now be provided immediately to allow for this investigation to progress. You will see that under any circumstance this should be provided within 24 hours except for mechanical breakdown of the equipment which should be reported to us as soon as occurs. Therefore as no such report has been made that caveat is unavailable in this situation.

Please contact DC Lucie Singh or DC Jon Nicholls at Reading Police Station or bring the required footage to the front counter marked for their attention.

They require footage for 6th May 2017 between 0030 hours and 0500 hours from all cameras.

You are reminded that the persons legally responsible for the premises under the Licensing Act 2003 are the premises licence holder and the designated premises supervisor.


Can you please ensure that the above action contained within this letter is rectified immediately and CCTV is provided no later than Monday 22nd May 2017.

Yours Faithfully

PC 5787 Simon Wheeler

Reading LPA Licensing Dept.

Appendix 15

 Fri 19/05/2017 18:01
Wheeler Simon
EVAs

To 'Paul B'
This message was sent with High importance.

Paul

I received an email the other day from our Pec saying you tried to call me, but I was covering shift at the time and couldn't get back to you.

I have left a couple of voicemails.

I literally have been out of the office for a couple of days and have literally popped in for half an hour and not back now till Thursday.

Therefore if what you required was important if you email the details to me I will pick it up when I am back in.

In the meantime, I have written to the venue as protocol dictates outlining the required actions set in the meeting with regards to the training paperwork and fire risk assessment etc etc that we were promised would be sent across to us. To date none of that has been done so if you could speed that process up that would be appreciated.

Also with regards to the CCTV that CID requested in relation to the 6th May 2017 that has been promised on a number of occasions and when the DC turned up yesterday for an arranged meeting to get it no-one was there.


I have had no choice but to send another official letter to the premises requesting this again so again in this situation if you could help speed along that process it would be helpful for all involved.

Thanks for the event plans you sent across and although I have not yet had full chance to read them all through from start to finish they certainly look an improvement.

Finally, last week I put a slide on briefing for officers to keep an eye on the premises to support you with any issues regarding Pubwatch banned individuals causing problems for you. Any feedback on whether they did that or not would be most appreciated and I will make sure it is on the briefing again tonight before I leave in a minute.

Regards
Simon

Appendix 16

 Sat 20/05/2017 17:22
Pete Pete <pete.evas [REDACTED]>
Re: Eva's CCTV letter 19-05-2017

To Wheeler Simon
Cc Eva's Nightclub Reading; Singh Lucie (Reading); Nicholls Jon (CID Reading); French, Richard; Narancic, Peter; King Mike

A officer collected last night

Sent from my iPhone

On 19 May 2017, at 17:43, Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk> wrote:

Mr Norbury

Please find attached a letter regarding the provision of CCTV for the incident on 6th May 2017 for attention of DC Lucie Singh.


Continued failure to provide the CCTV is a breach of the venue Licence condition.

A copy of this letter has been sent to the DPS Mr Sarai.

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police


Appendix 17a

Sun 28/05/2017 18:20

 **Wheeler Simon**
EVAS CCTV DATA ACCESS further request for cctv and ID scan records Incident 6th May 217

To: 'Eva's Nightclub Reading'; 'pete.evans' [REDACTED]

Cc: Singh Lucie (Reading); 'French, Richard'; 'Narancic, Peter'; King Mike

Message  EVAS CCTV DATA ACCESS further request for cctv and ID scan records Incident 6th May 217.docx (17 KB)

Mr Norbury

Please find attached Data protection request for further footage relating to the incident on May 6th 2017 for CCTV within the internal areas of the premises.

There is also an official request for production of the ID scan records for which I believe you have already been spoken to by reading C.I.D officers.

If this can all be provided within the next 72 hours that would be appreciated.

I believe you have had contact with DC Singh and the ID scan information should be provided for her attention.

Regards

Simon Wheeler Police Constable 5787
[Reading Licensing Dept](#) | Reading LPA | Thames Valley Police


Appendix 17b

LICENSING DATA ACCESS REQUEST FORM – CCTV IMAGES

Date of request	Date of recording	Time from:	Time to:
28/05/2017	06/05/2017	0130	0300
Collar no. or Name	Station or Address	URN ref: (Police)	Occurrence ref: (Police)
PC 5787 Wheeler	C/O Reading Police Stn Castle Street Reading	151 – 06/05/2017	N/A
Contact email: simon.wheeler@thamesvalley.pnn.police.uk			
Contact Tel: [REDACTED]			
Area within premises (Describe as accurate as possible)			
Request for all camera footage from the internal areas of the premises, including internal entrance and foyer areas, all internal bar areas and dance floors on all levels.			
Do not require cameras already produced for Reading C.I.D which includes the external garden area etc.			
Also requesting all ID scan records from patrons entering the premises for the trading evening of 5 th May into the 6 th May 2017.			
Reason for request (Continue overleaf if necessary)			
Requested in relation to incident of disorder at the premises whereby persons gained entry to the premises via rear garden area leading to the voluntary closure of the premises.			
Footage is required to determine fully the movements of persons within the premises in relation to this incident and the subsequent investigation of injuries to one of the persons involved which it is suspected may be linked to this incident.			
ID scan details are required by Reading C.I.D and have already been requested by investigating officers in relation to this incident – FAO DC Lucie Singh.			
Data Controller - Record action/viewing only/or decision to provide copy (If negative result or request considered unlawful please provide rationale for this decision)			
Date produced:	By whom:	Exhibit reference:	Signature:
Comments:			


The completion of this log is to satisfy the need for audit and continuity of image management as required by the Data Protection Act 1998 & any subsequent judicial proceedings.

Appendix 17c

 Sun 28/05/2017 19:05
Pete Pete <pete.evas@...>
Re: EVAS CCTV DATA ACCESS further request for cctv and ID scan records Incident 6th May 217

To: Wheeler Simon

Cc: Eva's Nightclub Reading; Singh Lucie (Reading); French, Richard; Narancic, Peter; King Mike

 You replied to this message on 14/06/2017 11:11.

No problem

Sent from my iPhone

On 28 May 2017, at 18:20, Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk> wrote:

Mr Norbury

Please find attached Data protection request for further footage relating to the incident on May 6th 2017 for CCTV within the internal areas of the premises.


There is also an official request for production of the ID scan records for which I believe you have already been spoken to by reading C.I.D officers.

If this can all be provided within the next 72 hours that would be appreciated.


I believe you have had contact with DC Singh and the ID scan information should be provided for her attention.

Regards

Appendix 18a

 Wed 31/05/2017 14:59
Raj Sarai [REDACTED]
Eva's


To: Wheeler Simon

 You replied to this message on 02/06/2017 17:15.

I received a letter stating about the CCTV for Eva's night club. I have spoken with peter an was told that it has been dealt with. I have told Peter i would like my licence to be removed, a few months ago, he said its in the process. Could you please let me know if a request has been put forward to yourselves. If hasn't i would like to be removed.
Please don't hesitate to contact me


RE: [REDACTED]

Appendix 18b

 Fri 02/06/2017 16:45
Wheeler Simon
Designated Premises Supervisor

To: 'pete.evas@[REDACTED] Eva's Nightclub Reading'

Cc: 'Masson, Clyde'; 'French, Richard'; 'Narandic, Peter'; King Mike; Murray Robert

 This message was sent with High importance.

Mr Norbury


It has come to our attention that there may be a situation whereby the Designated Premises Supervisor Mr Sarai is no longer performing this role and has relinquished that authority.

Can you please clarify this situation immediately via written reply so that all relevant authorities are fully aware who is the responsible person carrying out this role at this time?

Regards

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 18c

 Fri 02/06/2017 17:15
Wheeler Simon
RE: Eva's

To: 'Raj Sarai'

Cc: 'French, Richard'; 'Narandic, Peter'; King Mike

Mr Sarai

Thank you for you email, can you please confirm that you are no longer the DPS at EVA's and that was from immediate effect from the date and time of your email sent on 31st May 2017 at 14:59 hours.


Can you also clarify this has been advised to the Premise Licence Holders, Bar Mango Ltd ie Mr Norbury at when they were informed?

Can you please contact us as soon as possible as you may well be aware currently all licensable activities involving the sale of alcohol remain your responsibility.

Regards

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 18d


 Fri 02/06/2017 20:01
Raj Sarai [REDACTED]
RE: Eva's

To: Wheeler Simon


I have been told by peter that they have instructed the council and yourselves that the bar manager will now be the new DPS. I was checking to see if this was the case.

Kind regards
R SARAI

Appendix 18e

 Fri 02/06/2017 20:40
Pete Pete <pete.evas@penn.police.uk> [REDACTED]
Re: Designated Premises Supervisor

To: Wheeler Simon

 You replied to this message on 03/06/2017 19:20.

Hi yes

Details as below

Vanessa Zoe Palmer
[REDACTED] Poldark Place
Whitley wood
Reading
RG28TO
[REDACTED]
Licence company confirmed been with Reading council since 11th May
Sent from my iPhone

On 2 Jun 2017, at 16:44, Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk> wrote:

Mr Norbury

It has come to our attention that there may be a situation whereby the Designated Premises Supervisor Mr Sarai is no longer performing this role and has relinquished that authority.

Can you please clarify this situation immediately via written reply so that all relevant authorities are fully aware who is the responsible person carrying out this role at this time?

Regards

Simon Wheeler Police Constable 5787

Appendix 18f



Sat 03/06/2017 19:21

Wheeler Simon

RE: Designated Premises Supervisor

To 'Pete Pete'

Cc 'Raj Sarai'; 'French, Richard'; 'Narandic, Peter'; King Mike; Murray Robert; 'Masson, Clyde'

This message was sent with High importance.

Mr Norbury

As the Premises Licence Holder (PLH) for Eva's and owner of the company we receive your communication below confirming that Raj Sarai is no longer the DPS and that from your perspective currently the DPS is Vanessa Palmer.

However, it appears that the confirmation you speak of in relation to Vanessa Palmers licence being with Reading Council since the 11th May 2017 is likely to be in relation to her personal licence application and not in relation to a correct transfer of Designated Premises Supervisor.

As of my email to you on 2nd June 2017 at 16.44 hours no transfer of DPS application had been received by Reading Borough Council.

Therefore currently as Mr Sarai has informed us via email that he is not the DPS and you yourself have named Vanessa Palmer as the DPS in the below email, I must inform you that because a transfer of DPS request has not been submitted to the Licensing Authority at this time then in this case I consider the premises to not have a DPS in position.

I must remind you that a premises selling alcohol which does not have a DPS is in breach of Licensing law. Any sales that take place at this time from your premises will constitute an unauthorised licensable activity.

As your email was received yesterday on 2nd June 2017 at 20.40 hours your premises would have been trading for the duration of 2nd June and into 3rd June 2017 in breach of the Licensing act and whilst carrying out the unauthorised sale of alcohol (licensable activity). Unless the Reading Borough Council can confirm that an application to vary the DPS form was received prior to that date and time along with a DPS consent form or you have any official confirmation yourself that this has taken place.

With that in mind if a DPS is not in place at this time fulfilling the above criteria I must inform you that if you continue to carry out licensable activity involving the sale of alcohol by retail that it is an offence to carry out this unauthorised licensable activity and the offence carries a maximum penalty of 6 months imprisonment or a fine of £20,000 so would strongly advise

you not to open the venue for trading until a DPS is put in place using the correct method.

Further details can be found on the Reading Borough Council website including online application forms.


Regards

Simon Wheeler Police Constable 5787


Reading Licensing Dept | Reading LPA | Thames Valley Police




Appendix 18g

Sat 03/06/2017 20:28

 Pete Pete <pete.evas [REDACTED]>
Fwd: Fw:

To: Wheeler Simon

 You forwarded this message on 04/06/2017 19:30.

 Message  DPS_Consent_Form.doc (44 KB)  ATT00001.htm (398 B)

Sent from my iPhone

Begin forwarded message:

[REDACTED]

Appendix 18h

Consent of individual to being specified as premises supervisor

I Vanessa Zoe Palmer
[full name of prospective premises supervisor]

of
[home address of prospective premises supervisor] Evas Night Club Limited
█ Poldark Place Whitley wood Reading RG28TQ

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

[type of application] DPS

by
[name of applicant] Vanessa Zoe Palmer

relating to a premises licence N/A
[number of existing licence, if any]

for
[name and address of premises to which the application relates] N/A
20 Hoiser Street, Reading RG17JL

and any premises licence to be granted or varied in respect of this application made by

Vanessa Zoe Palmer

[name
of
applicant]

concerning the supply of alcohol at

[name
and
address
of
premises
to
which
application
relates
]

Evas Night Club

20 Hoiser Street, Reading RG17JL

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

[insert
personal
licence number, if any]

Personal licence issuing authority

[insert
name
and
address and telephone number of personal licence issuing authority, if any]

Reading Borough Council

Signed



Name (please print)

Vanessa Zoe Palmer

Date

03/06/2017

Appendix 18i

Sun 04/06/2017 19:31
Wheeler Simon
FW: Fw:

To: 'French, Richard'; 'Naranjo, Peter'
Cc: King Mike; 'Masson, Clyde'
This message was sent with High importance.

Message [DPS_Consent_Form.doc \(47 KB\)](#) [ATT00001.htm \(398 B\)](#)

Richard and Peter

As you will have seen I sent an email to EVA's at 1921 hours in relation to the issue that it was apparent Mr Sarai was no longer the DPS as the owner Mr Norbury had provided the details of another person employed at the premises Vanessa Palmer whom he was now employing in that role.

However, having spoken to Paul Butcher to try to confirm what was going on as I was not aware a DPS variation had ever been applied for? It was stated that the issue was likely to be that Mr Norbury had not understood that a variation had to be applied for and had mistaken the application Miss Palmer had made for a Personal Licence to be that to become the DPS.

In the meantime I received a phone call from Mr Norbury at approximately 2000 hours in reply to the email I had sent. It became apparent very quickly that no-one at the premises had any idea of what was required to ensure that a DPS was in place. Mr Norbury stated that Miss Palmer had completed a course (ie Personal Licence) and that the company she did the training with had applied on her behalf to RBC for her licence giving the date May 11th?

Mr Norbury stated he thought that meant she had a Personal Licence and therefore could "just become" the DPS. He hadn't realised you had to actually apply to be the DPS and she did not know either!

I pointed out that that was not the case and that this had to be applied for by varying the DPS as well as providing the consent form to be filled out by the new DPS applicant.

I reiterated that the premises therefore had no DPS and could not carry out the licensable activity of selling alcohol by retail. Mr Norbury stated he could not afford to close and wanted to know how to change the DPS correctly, so I provided him via another email at 2007 hours with the link to the RBC website to change the DPS.

At 2026 Mr Norbury rang me back and stated that he had gotten Miss Palmer to complete the consent form which he stated had been sent to RBC. I asked him to forward a copy to me so that I could be sure everything was in order.

At 2028 Mr Norbury emailed across the consent form which had been completed without a Personal licence number being provided by Miss Palmer and the DPS variation forms had not been completed either. I told him that she needed to provide her personal licence number but was told by him that she did not yet have her Personal Licence and it transpired that since they took their qualifications this had not yet been provided to her.

Mr Norbury was adamant that she would have a Licence even though it had not been issued to her yet so I advised him that he should not open until this was rectified and all of the forms correctly sent to RBC. He stated he could not afford not to open and said that he had a friend who had a personal licence who had also agreed to be his DPS temporarily.

At approximately 2200 hours I saw Mr Norbury in Premier in St Marys Butts whilst delivering Pubwatch reminders. I asked if he had submitted the forms and he stated that he had done so and paid the £23 fee. I cannot remember the name of the gentleman he said was now the DPS and I requested that he send copies to me of the forms sent to RBC or record of the transaction so that I could be sure a DPS was correctly in place. Mr Norbury agreed to do this.

I finished my duty at 0200 hours and due to commitments did not attend the venue further that evening but can confirm that the venue did trade all night.

To date I have not received any confirmation from Mr Norbury or any other representative from the venue that a DPS variation was correctly or successfully applied for.

Therefore can you check as soon as possible on Monday to see what if anything was done and if there has been any DPS variation submitted for if that is not the case not only did the premises trade Friday evening without a DPS, we will also be looking at a second night of knowingly providing unauthorised licensable activity on Saturday.

For urgent discussion
Simon

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 18j

Mon 05/06/2017 10:04
Smalley, Robert <Robert.Smalley@reading.gov.uk>
Eva's

To: Wheeler Simon
Cc: King Mike

Dear Simon/ Mike,

Just to update you on what we have received regarding the above premises. On 03/06/2017 at 20:16 we received an incorrectly completed DPS Variation Application and consent form from a Vanessa Palmer. On 03/06/2017 at 20:37 we received an incorrectly completed DPS Variation Application and consent form from a Delvin Fogarty. Both applications were completed by the prospective DPS, rather than the licensee and both consent forms have been incorrectly completed in the same way as each other.

Please don't hesitate to contact me if you need further information.

Kind regards,

Robert Smalley
Entitlement & Assessment Officer
Licensing

Reading Borough Council
Civic Offices Bridge Street Reading RG1 2LU
(please note new office address)

0118 937373

Appendix 19

Wed 14/06/2017 11:11
 Wheeler Simon
 RE: EVAS CCTV DATA ACCESS further request for cctv and ID scan records Incident 6th May 217

To: 'Pete Pete'; 'Eva's Nightclub Reading'
 Cc: Singh Lucie (Reading); King Mike; 'French, Richard'; 'Narancic, Peter'

i This message was sent with High importance.

Mr Norbury/ DPS Miss Palmer

You may recall the request below which was made on the 28th May 2017 where a request was made via data protection form for further CCTV evidence and a record of the ID scan logs for the incident on 6th May 2017.

The ID scan logs having previously been requested by Detectives from Reading Police Station into an ongoing investigation.

We acknowledge that you replied to this request (see below) however to date the further CCTV has not been supplied and Reading CID have not been provided with the ID scan logs. This failure to provide the required evidence is severely hampering the investigation and can I please request that the evidence is supplied immediately.

I'm sure that I do not need further point out that provision of CCTV is a condition on the licence for your premises as is the usage of ID scan which was included on this premises licence for the specific reason of ensuring the safety of customers and the investigation of incidents under the prevention of crime and disorder.

Can this please be provided for the attention of DC Lucie Singh no later 24 hours from the time of this email as the time delay has already been unacceptable.

Regards

Simon Wheeler Police Constable 5787
 Reading Licensing Dept | Reading LPA | Thames Valley Police

Appendix 20

Date of Event	Event plan date	Date received by TVP if recorded
12/05/2017	11/05/2017	12/05/2017
13/05/2017	12/05/2017	12/05/2017
18/05/2017	11/05/2017	12/05/2017
19/05/2017	12/05/2017	12/05/2017
26/05/2017	12/05/2017	12/05/2017
27/05/2017	12/05/2017	12/05/2017
01/06/2017	10/05/2017	12/05/2017
03/06/2017	12/05/2017	30/05/2017
23/06/2017	13/06/2017	14/06/2017

Appendix 21

Occurrence details

Thames Valley Police

Printed: 24/06/2017 02:00

Occurrence: 43170121270

Occurrence details:

Report no.: 43170121270
 Occurrence Type: Drug Possession - Cannabis [92E]
 Occurrence time: 11/04/2017 23:00 - 11/04/2017 23:00
 Reported time: 27/04/2017 13:42
 Place of offence: 20 HOSIER STREET, READING, READING United Kingdom RG1 7JL (EVA'S NIGHTCLUB)
 (County: BERKSHIRE, Neighbourhood: EA ABBEY / BATTLE, LPA: READING)
 Clearance status: New
 Concluded: No
 Concluded date:
 Summary:
 Remarks: ██████████ DOB ████████/1998

Modus operandi:

- Location: Hospitality/Club licenced. Victim age: Over 18. Victim's relationship to offender: Victimless/crime against state.

Author:

Entered by:

Report time:

Entered time:

Reports:

Occurrence enquiry log:

Type	Entry time	Event time	Author	Link	Log entry
Enquiry log	27/04/2017 13:44		#P5787 WHEELER, S.	No	██████████/1998
File management	16/05/2017 14:42		#P5787 WHEELER, S.	No	Male found in EVAS during an 18th birthday event which was
File management	24/06/2017 01:36		#P5787 WHEELER, S.	No	Suspect found by staff in offence location (Evas) Hosier Street, Reading in possession of three yellow tablets now identified as 2CB Fly which are psychoactive substances within the psychoactive substance Act as well as joint containing cannabis. The suspect was a partygoer within the club during an 18 year old birthday party for mixed age ranges. Staff initially suspected the male to be intent on dealing the tablets and initially thought them to be Class A substance. However, due to the tablets being only three in number and the suspects admission that they were for his own personal use, personal possession is not an offence within the Psychoactive Substance Act and the evidence does not suggest supply, importation or production on this occasion. Albeit it is concerning that the suspect was in possession of the tablets in proximity to persons under the age of 18 and had gained access to the club under these circumstances. In relation to the Cannabis possession, suspect admitted personal possession in a contemporaneous voluntary interview conducted at Reading police Station on 16th May 2017 stating the Class B substance was cannabis and for his own personal usage. Due to low value and small quantity of Cannabis and personal usage as proven; also no previous warnings for such like offences the suspect was issued with a Cannabis warning for this offence and provided words of advice in relation to the possession of a psychoactive substance. All seized items marked for destruction. Gems reference EA00208922/17

Appendix 22



LICENSED PREMISES INCIDENT REPORT

Submitting Officer		
Shoulder No/Name:	PC 5787 Wheeler	Station: Reading LPA: Reading

Incident References		
Premises Name/Location:	Club 20/Ace of Clubs, Hosier Street, Reading	
Incident Date:	20/10/2016	Incident Time: 1500 hours
Command & Control URN:	N/A	Crime Report(s):
CCTV Seized?		
Sources of Information:	PC 5787 Wheeler & Richard French (RBC)	

Nature of Incident – what happened?
<p>Meeting to discuss new ownership of Club 20</p> <p>Met Scott Allan at Club 20 who described himself as 50% share owner of Bar Mango Ltd</p>



Premises Response – what part did staff play? How did they react/assist (include good/poor performance)?
<p>Business owned by Scott Allan and Pete Norbury (Absent in Bulgaria)</p> <p>Allan states they have purchased an 8 year lease on the premise and plan to call the business "Ace of Clubs"; which he says is a play on words.</p> <p>Stated they will be using Assist security to provide door supervisors and are going to employ Emma Wilson the previous DPS of Club 20 to manage the venue.</p> <p>Allan described the business as going to be a "high end" nightclub and that they hoped to apply for planning to provide shisha smoking and food from a hatch in Hosier street to prevent trouble when people leave the club.</p> <p>Allan also said they planned for the club to be an oxygen bar which he claimed is healthy, helps people stay young and may reduce levels of alcohol intoxication.</p> <p>Allan stated they may be looking to tap into the student community and use "Hutch" Edwards a local promoter to do this.</p> <p>He stated they plan to play a mixture of music and not garage or RnB per se'.</p> <p>Allan stated he would like Hosier street to have parking restrictions in the evening to keep the area safer and easier for dispersal to take place. He also said they he wanted to "light up" Hosier street with lamps and lights to make it safer.</p> <p>10 door supervisors will initially be employed and they are hoping to attract a 21-25 year old age group using membership cards, with VIP tables and waitress service.</p> <p>Allan foresaw using a bronze, silver, gold and platinum package for table sales with bonus schemes for staff as well as a member of staff who was employed to view staff, and customers at each bar to monitor intoxication levels.</p> <p>The venue is due to employ a resident DJ and they hoped to re-open in mid December 2016.</p>

GEN 40 (01/2010)

Police Response – what action was taken? Please identify the main officers who dealt with the incident.

Details provided for information of all licensing departments

Points of concern

- 1) Food service hatch
- 2) Shisha and smoking legislation compliance
- 3) Provision of oxygen regulations
- 4) Lack of knowledge in relation to training

Persons Involved - to add more rows click into the final cell of this table

Name	Date of Birth	Role	Action Taken	Ref No. <small>(e.g. Custody, PND etc)</small>
Scott Allan		Shareholder		

When complete, please forward to the Licensing Officer for the area (and anyone else as per local instructions)

Appendix 23

THAMES VALLEY POLICE

Division/Station : Reading Force CID

From : DC 7731 Lucie Singh

To :

Ref : Eva's Nightclub

Date : 26 June 2017

Tel.No. [REDACTED]

Subject :

I became the OIC for this incident on 06/05/17 and was made aware by the attending officers the Eva's manager was going to burn off footage and provide a copy of the door logs.

I chased the CCTV on 17/05/17 and the manager Mr Norbury who stated that he didn't know how to work the system and that last time he tried he wiped all the data. I arranged with him that I would attend the next day at 11am to collect the footage myself which he agreed to.

On 18/05/17 I attended Eva's but no one was there and when I rang the manager, Mr Norbury, there was no answer. I rung him three time in total and left a voicemail but he never not got back to me.

I tasked a late turn officer on 19/05/17 to collect the CCTV and door logs. The CCTV was collected but the door logs failed to copy across.

I am aware that PC Simon Wheeler has requested the door logs twice since this date and Mr Norbury has yet to provide these.

GD/MS-LAN(925)

APPENDIX 24

EVA's 30/06/2017		
Area swabbed	Drug found	Strength
Upstairs Office - Work surface near to CCTV screens (right side)	Cocaine	4.43
Upstairs Office - Work surface (left side)	Cocaine	3.99
	Ketamine	1.42
Upstairs Office - Inside of "Black" safe	Cocaine	3.47
Upstairs Office (Small Office to the right) - Table surface area	Cocaine	5.55
Upstairs Office - On top of Black safe	Negative	0
Upstairs Office - Inside of "Grey" safe	Negative	0
Upstairs Office - Surface of mobile phone near to CCTV screens	Negative	0
First Floor Bar - Till screen	Negative	0
First Floor - Seating area tables	Negative	0
First Floor - Gents toilet cubicles	Cocaine	2.2
First floor - Female toilet cubicles	Negative	0
First Floor Bar - Back bar surface area behind serving counter	Cocaine	1.44
First Floor - Drinks ledge near to the toilets	Ketamine	1.56
Ground Floor - Cloakroom service hatch	Negative	0
Ground Floor - DJ Booth flat surfaces	Cocaine	1.07
Ground Floor - Tables near seating to the left	Negative	0
Ground Floor - Tables near seating to the right	Cocaine	1.21
Ground Floor Bar - Back bar surface area behind serving counter	Negative	0
Ground Floor Bar - Till screen (right)	Negative	0
Ground Floor Bar - Till screen (left)	Negative	0
Basement - Surfaces within basement	Cocaine	5.58
Garden Area - Shisha Office (Shed)	Negative	0
Garden Bar - Surface behind the serving hatch	Cocaine	1.11
Garden Area - Ledges surrounding seating areas	Negative	0
	Key	
	0-0.99	Trace (may be cross contamination)
	1.0 - 1.99	Low (Potential concern as may have been previously higher)
	2.0 - 2.99	Medium (Genuine recent presence of drugs)
	3.0 -	High (Serious concern and in urgent need of attention)

APPENDIX 25



READING PUBWATCH DRUG PROTOCOL amended Dec 2016

Offender found in possession of or involved in drug dealing:

- Non town safe radio users contact Police immediately via 999.
- Town safe users contact Echo tango, report and detain suspect if possible.

Found drug process and disposal guidance:

- 1) Place found substance into tamper free drugs bag.
- 2) Complete details on the bag eg date, time, details of found substance and allocate a reference number. We suggest you use a standard prefix for you venue ie Q Club may use QC and then refer to your onsite log.

Authority	
Identification Ref. No.	QC/1
Court Exhibit No.	
R-V	
Property Ref. No.	
Description	SMALL BAG OF WHITE POWDER
Time/Date Seized/Produced	2300 HRS, 25/12/16
Where Seized/Produced	TOILET FLOOR GENTS 1ST FLOOR Q CLUB, READING
Seized/Produced by	A. DOORMAN
Signed	<i>[Signature]</i>
Incident/Crime No.	
Major incident Exhibit No.	
Laboratory Ref.	

- 3) Call Echo tango and provide them with the details including, date and time of seizure, identification reference number and description.
- 4) Record in your onsite log and store in secure location (PCSO will collect within 7 days).

Appendix 26

Evas photographic images from warrant on 30th June 2017 (Swabbing areas)

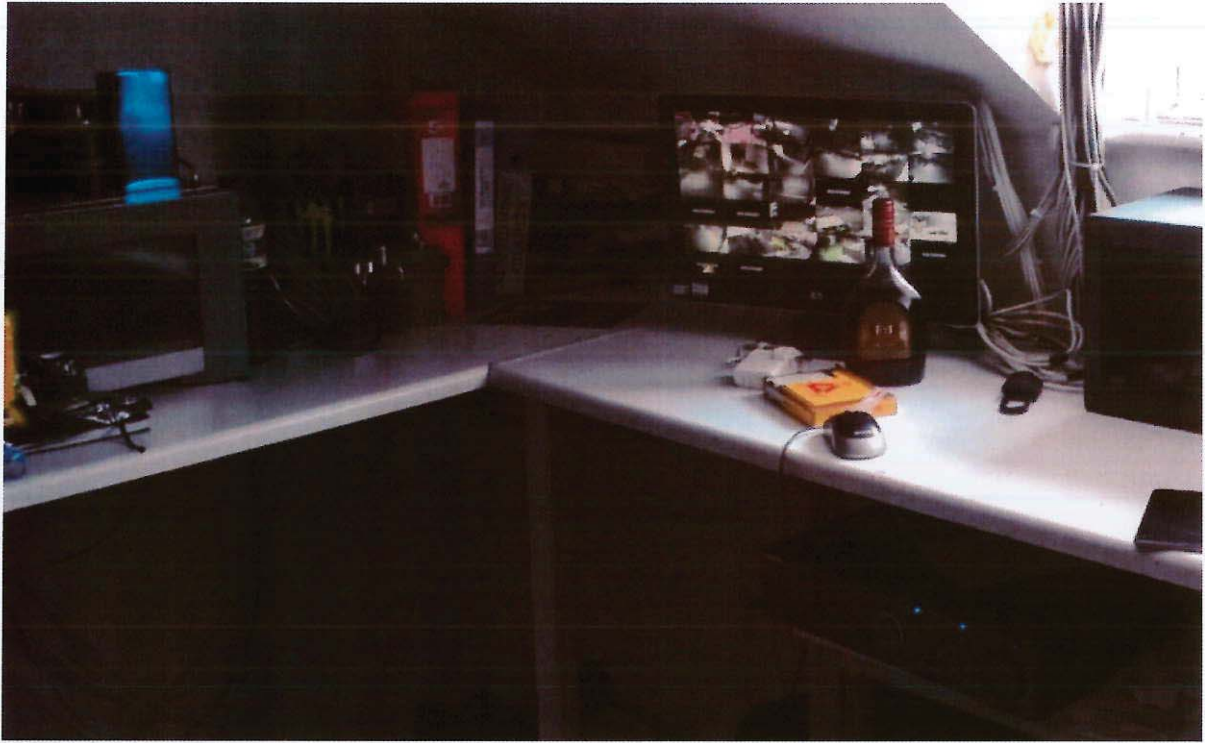
1. Upstairs Office.



2. Upstairs Office (work surface left side)



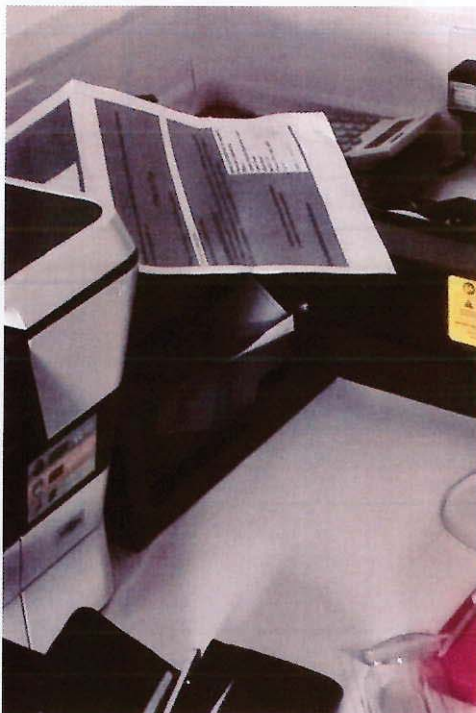
3. Upstairs Office (Work surface right side)



4. Upstairs Office (works surface left side close up)



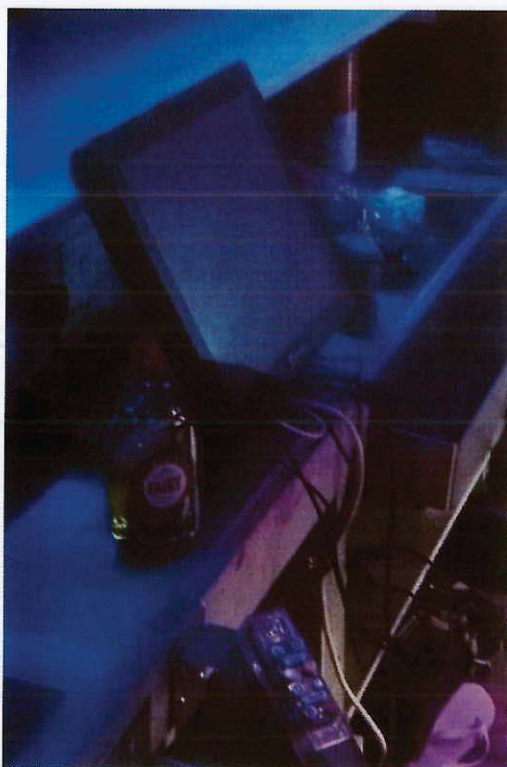
5. Upstairs Office – Black safe.



6. Upstairs Offices (Small Office to the right table surface)



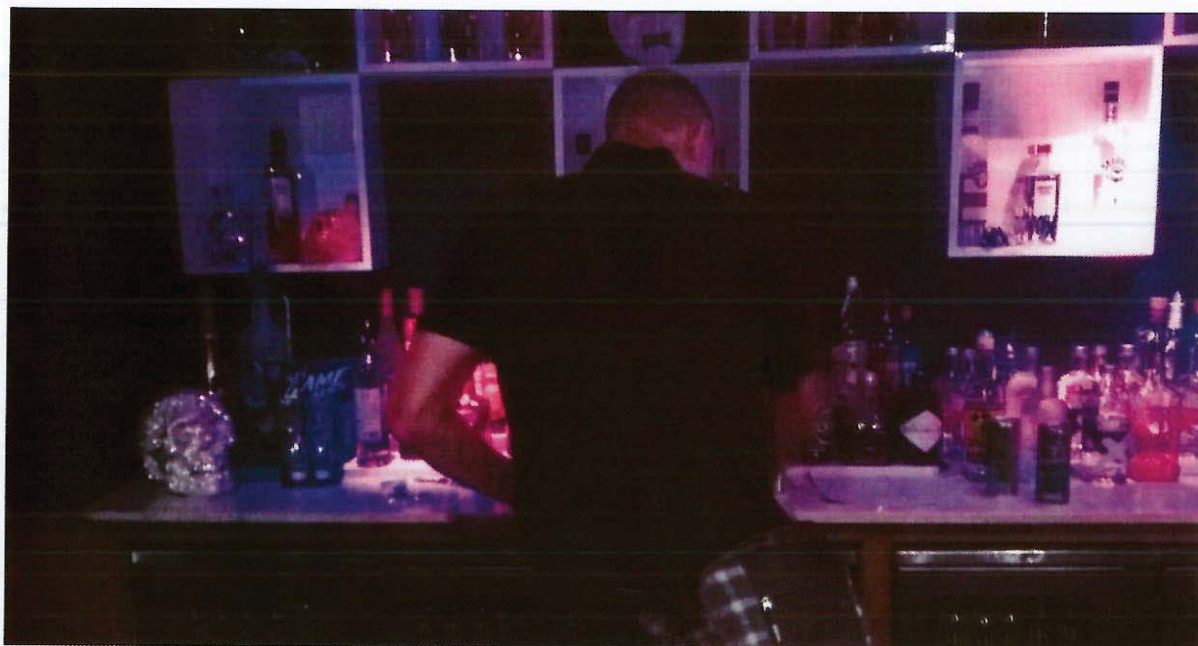
7. First floor bar till screen.



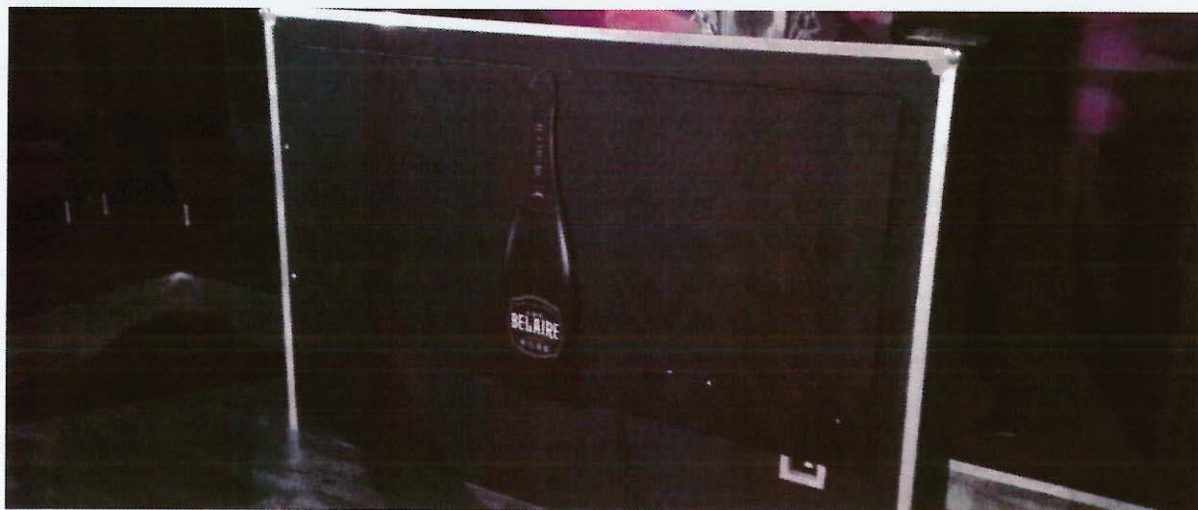
8. First floor bar area.



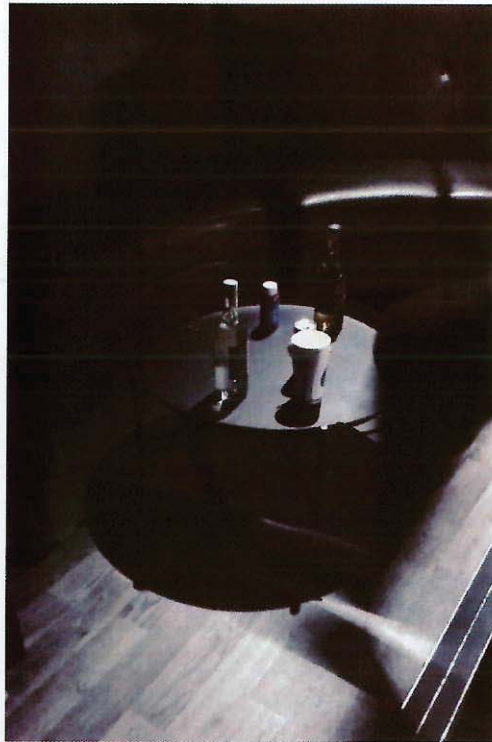
9. Ground floor back bar service area behind counter.



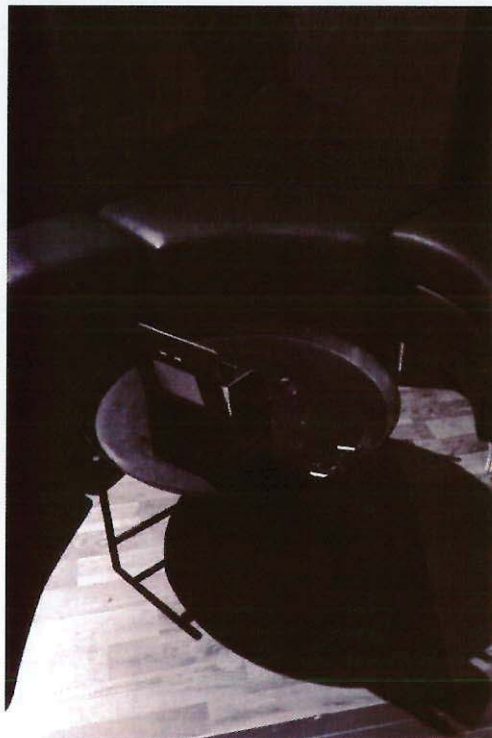
10. DJ Booth



11. Ground floor tables near seating to the left.



12. Ground floor tables near seating to the right.



13. Door leading to Hosier street from the basement and rear of cloakroom marked as a "fire exit" but opens inwards and had no easy open "bar".



14. Basement - Image from the basement at the foot of the stairs strewn with boxes.



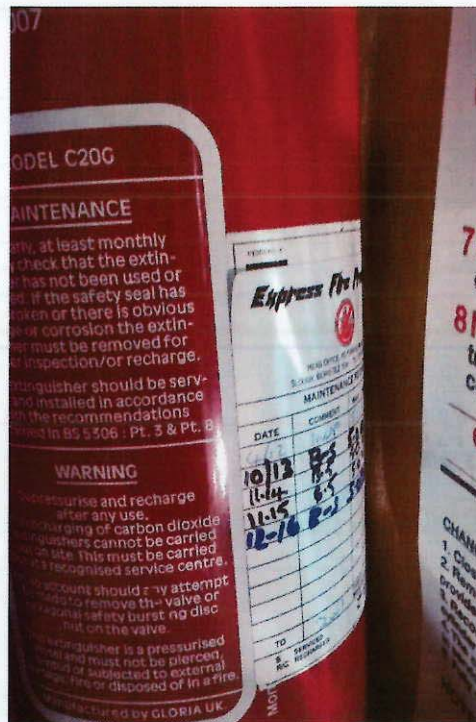
15. Basement – Looking up the stairs leading from the basement towards fire exit.



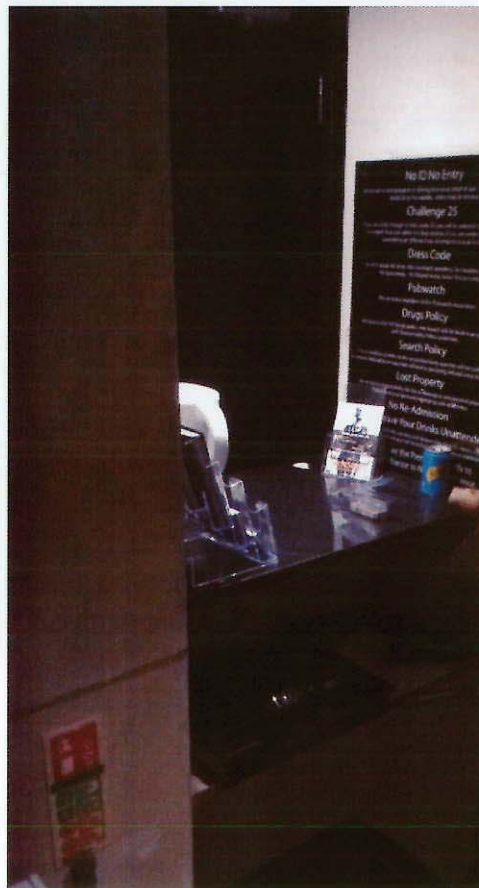
16. The floor of the basement showing discarded cigarettes near to the pile of cardboard boxes shown in image 14.



17. Fire extinguisher within basement.



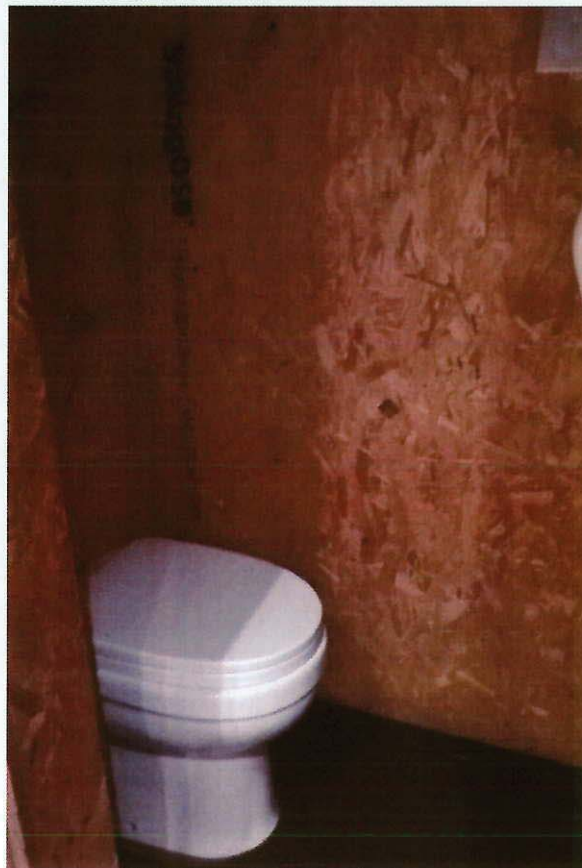
18. Cloakroom service hatch



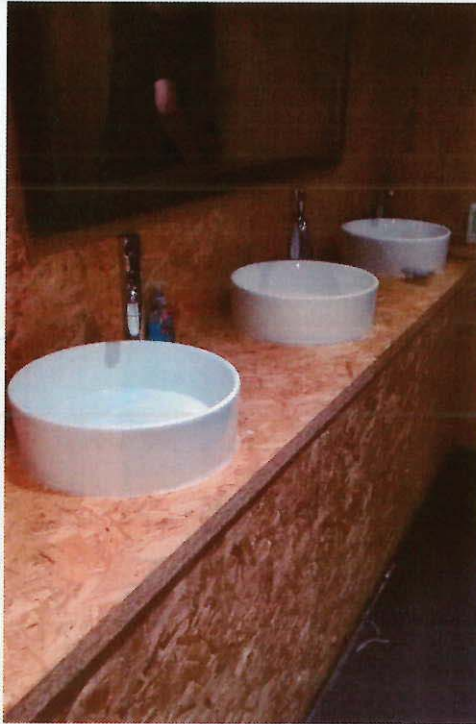
19. Used Nitrous Oxide capsules found in cupboard opposite toilets.



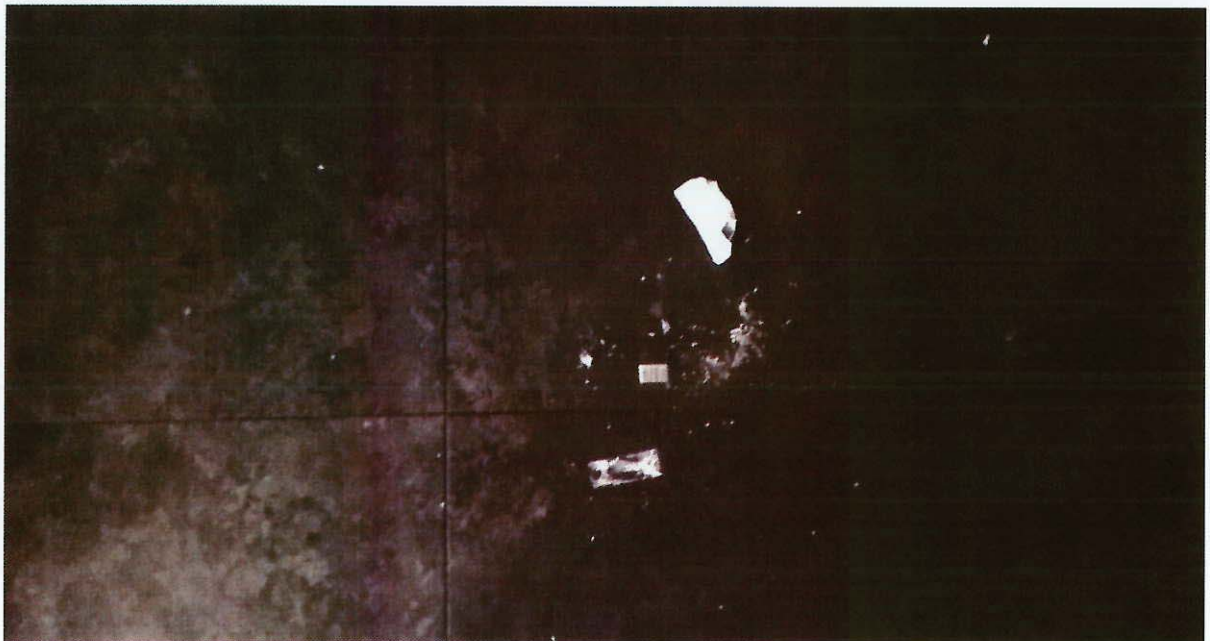
20. Gents toilet cubicle.



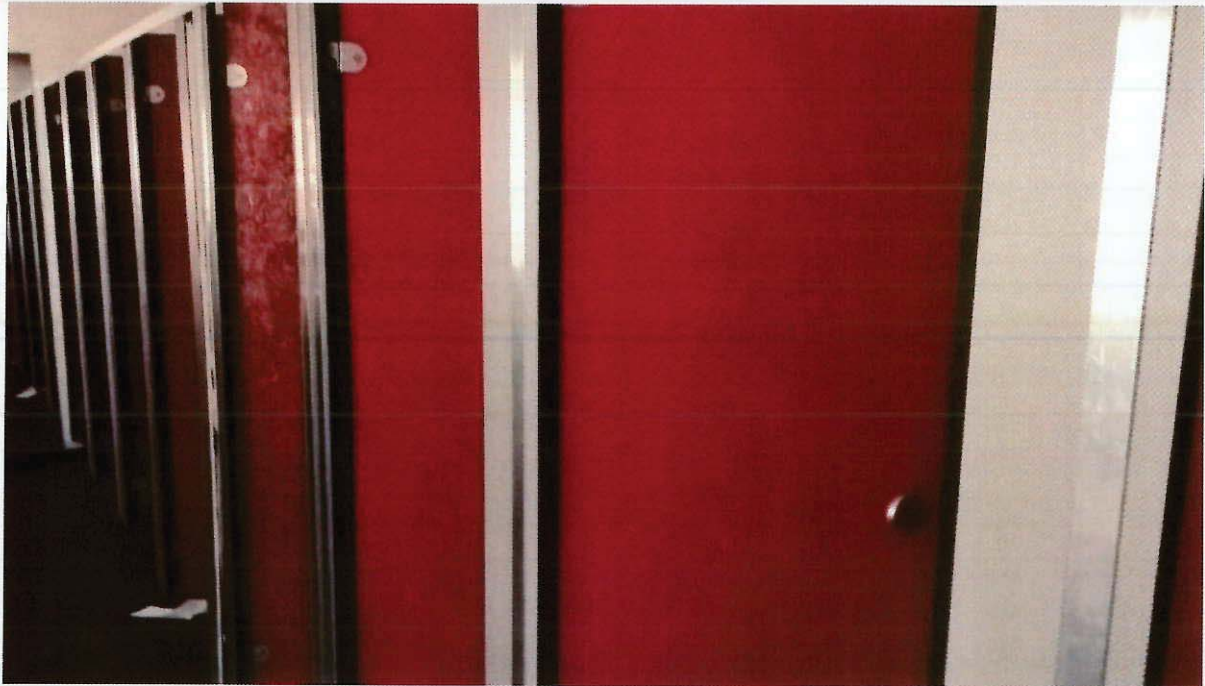
21. Gents toilets sink area.



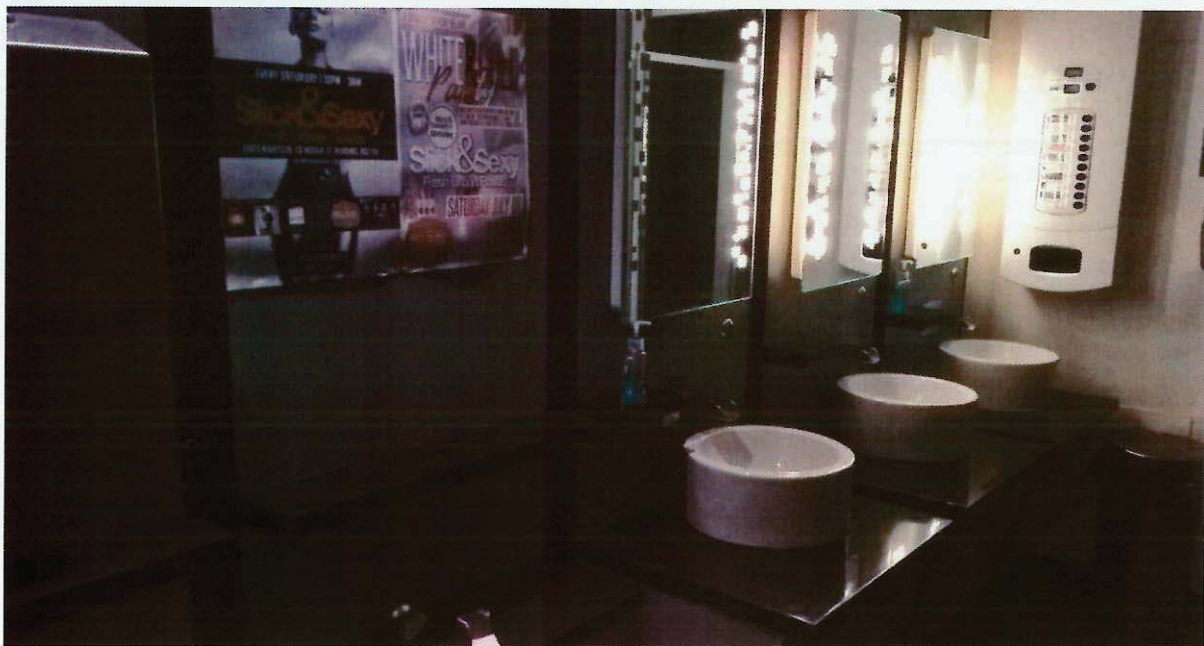
22. Cigarette ash on the floor of the female toilets.



23. Female toilet cubicles.



24. Female toilet basin area.



25. Sign displayed within toilets.



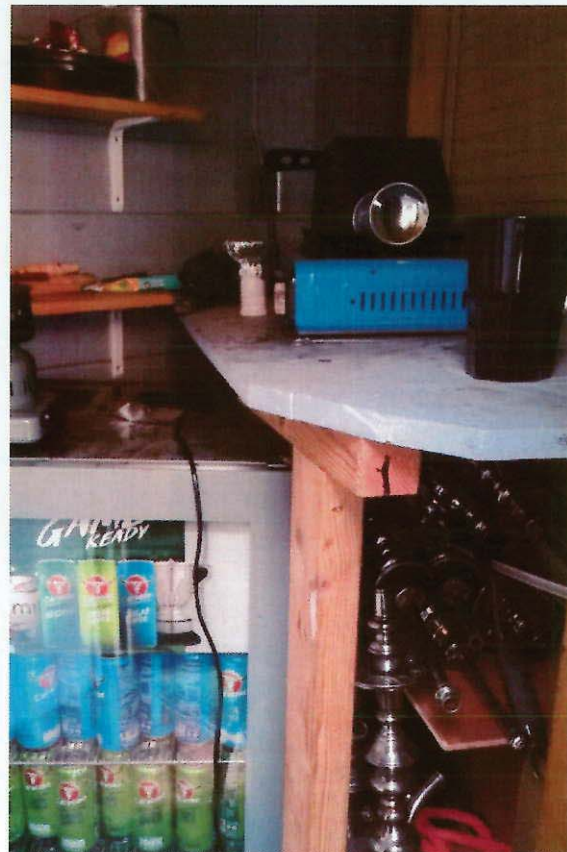
26. Drinks ledge near to the toilets on first floor.



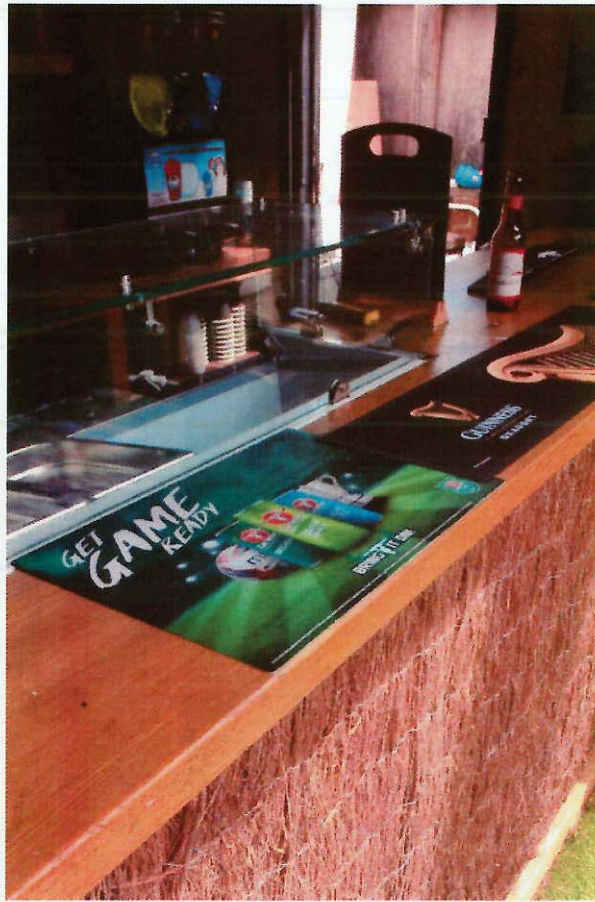
27. External garden area (View from first floor staircase)



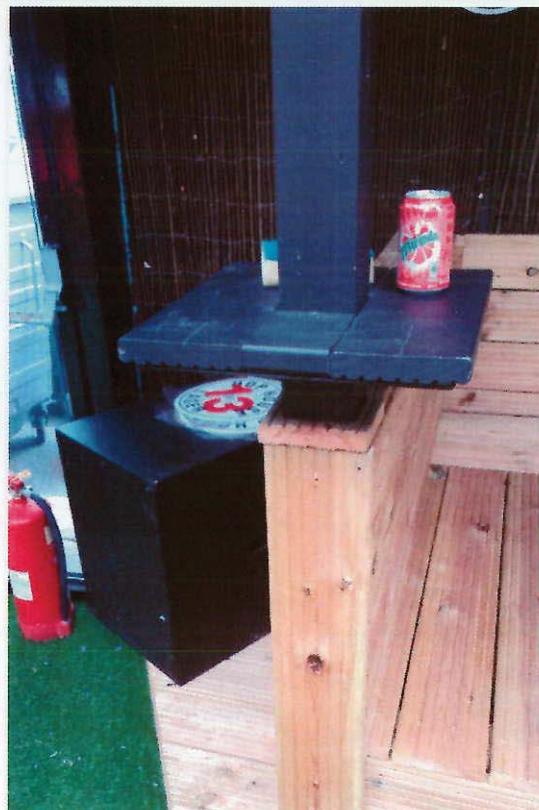
28. Garden Area (Shisha shed)



29. Garden bar service area.



30. Garden Area – Ledges surrounding seating area.



Division/Station : Reading Licensing Dept

From : PC 5787 Simon Wheeler

To : Reading Borough Council Licensing

Ref : Licence Review LP2002089

Date : 3rd August 2017

Tel.No.

Subject :

Eva's, 20 Hosier Street, Reading, RG1 7JL (Representation update)

Further to Thames Valley Police supportive representation in relation to the review for the Premises Licence in relation to EVA's submitted earlier today, we wish to submit this further documentation and evidence in relation to an incident that occurred at the premises on 30th July 2017 between the hours of 0200 and 0330.

The chronology of events culminating in this incident are set out as follows:-

20th July 2017 – Thames Valley Police received an email from Paul Butcher containing an event plan for 29th July 2017 for the “Slick & Sexy” promotion that the venue runs on Saturday nights. The event plan stated that the featured acts were “MC Harvey and MC Romeo” previously members of the “So Solid Crew” a famous “Garage” music act from over a decade ago.

The accompanying email requested a Police presence if available at the premises from 2300 hours as they felt this would be a busy event.

A promotional image for the event was also obtained by Thames Valley Police which named “Asher D” as being the partnered act with “MC Harvey” which contradicted the event plan naming “MC Romeo” as the accompanying performer. (**APPENDIX 28a, 28b, 28c and 28d**)

30th July 2017 approximately 0215 hours – Police CCTV operator Liam King was informed by staff at Eva's that a group was “Kicking off” within the venue. Mr King informed Sgt Chen who attended with a number of Officers during which time sporadic disorder can be seen taking place in the street.

Observations by officers at scene include the smoking of cannabis inside the garden of the premises and recognition that one person banned via Pubwatch had been in attendance at the club on the night which led to his arrest for a separate offence.

A second male was also recorded as being observed inside the premises, this male the premises had attempted to ban via Pubwatch in June but they had failed to complete the banning form correctly.

On 13/06/2017 after the administrative failure by the premises to put forward their ban PC Wheeler sent the premises guidance on how to submit a banning application to the Pubwatch committee. However a correct application was never submitted and consequently the premises on this occasion allowed that person into the premises when previously they had considered his threatening behaviour enough to warrant an application for a ban. (**APPENDIX 41**)

The details of this incident are that at least two persons sustained injuries inside the premises between 0215 and 0220 hours. Police had been informed by the South Central Ambulance service that one male was being treated by them for a head injury (although the person involved refused to provide any further detail).

Secondly and of even more serious concern was that another male was located at the Royal Berkshire Hospital accident and emergency department with a slash wound to his abdomen. An injury that had been apprehended whilst inside Eva's and caused by a knife or bladed article and requiring 8 stitches. (**APPENDIX 29, 30, 32, 33, 34 & 35**)

Consequently CCTV has been viewed and a large fight is seen inside the premises at 0215 hours which occurs on the dancefloor and involves multiple persons. At this time it has been unable to confirm whether the knife wound and head injuries to the victims were caused at this point however indications are that this is the likely scenario. CCTV is also available of the aftermath in the street and shows the attendance of Police on scene. (**APPENDIX 37 & 38**)

30/07/2017 (1151 hours) – PC Geldard sent a data protection request for CCTV from the premises covering all cameras from 0200 hours to 0300 hours and requesting ID scan logs for the details of patrons on site during the attacks. It is worthy of note that CCTV was also requested at the time of the incident by officers on scene and this is detailed in the report of Kirsty Butcher. The venue were unable to produce the CCTV on the night as they were concerned that their lack of expertise in working the system may lose the footage.

Later on the 30th July 2017 PC Geldard was informed that footage would be ready at 1730 hours for collection at the premises but when officers arrived no one was there and consequently they were informed it would not be ready till Tuesday 1st August 2017 as engineers do not work on Sunday. **(APPENDIX 34, 36a, 36b, 36c & 40)**

01/08/2017 – A USB stick was dropped at Reading Police Station by Mr Norbury and presented as containing the relevant footage requested. Unfortunately only three cameras were included, the front door camera was not working, the bar camera was in order and the dancefloor camera captured a large fight which begins at 0215 hours, showing multiple persons fighting and a number of them being viciously attacked. The incident culminates in a male being picked up by door supervisors and walked away apparently unconscious. **(APPENDIX 44)**

The other cameras that were requested eg “all cameras” were not included and an email was sent to Mr Norbury detailing the requirement for further images and the ID scan logs that were originally requested. **(APPENDIX 36d)**

02/08/2017 – Series of contacts made on this date with Mr Norbury who up to this time has still failed to provide the required extra CCTV and ID scan information. **(APPENDIX 36e and 36f)**

Further information

The door book from the premises was requested in order to collate information on the initial records created at scene on the night of the fight which led to the voluntary closure of the premises on 30th July 2017.

The door book records that 7 door supervisors were working on this night 6 of whom are signed in as starting at 2200 hours and 1 at 2300 hours. (The event plan submitted in relation to this event using the security mapping matrix has 10 door supervisors as shown to be the minimum criteria. And it is stated “Site plan from 375+ will be in effect”)

The event plan also states that metal wands will be in place, however we have not been able to check their usage to this point as the front door CCTV camera did not record and no further cameras have been yet made available.

Also in relation to the event plan we have just been informed that the act that played on the evening was not as advertised “Mc Harvey, Asher D or MC Romeo”, but in fact a different act named “Fredo” so in effect the event plan we were sent was factually incorrect and we were therefore unable to check the background of the event that took place. **(APPENDIX 28d and 39)**

You will also be able to note that the door book entry is poorly completed, details of door supervisors signing out has not been completed. The log has not been signed off by a duty manager and no details have been recorded in the book in relation to the numbers of persons within the premises, any other relevant checks or incident details that we would expect to see and or details of the incident leading to the closure of the premises.

Also having been able to have access to the door book we have looked at all entries from 16th December 2016 when the premises re-opened to the current date. This has allowed for the cross reference of records made in relation to the seizure of suspected drugs at the premises with Police records showing which of those seized substances have been presented to Police.

There are a number of discrepancies whereby on at least eight out of fifteen occasions drugs which have been noted as being seized in the doorbook have no record of their ever being brought to the Police Station for disposal.

This is against the agreed Thames Valley Police and Pubwatch protocol and begs the question what has happened to these illegal substances? (**APPENDIX 25, 42a & 42b**)

(APPENDIX 43) – Contains four images taken from CCTV provided by Eva's from the 30th July 2017 and shows two males consuming alcohol from large glass bottles on the dancefloor area. This alcohol consumption may be construed as irresponsible in that the large quantity of alcohol able to be consumed at once is unmanaged or monitored as well as of a security concern in relation for the potential of such bottles to be used as weapons.

Conclusion

Thames Valley Police have provided this submission as further supportive evidence towards the review of this premises and specifically in relation to the prevention of crime and disorder and public safety. In our previous submission dated 2nd August 2017 we outlined a vast array of concerns, licence breaches and failure by this premises and its management and ownership to support any of the licensing objectives or comply with relevant legislation. On this occasion our concerns that the aforementioned failures will inevitably lead to crime and disorder have been fulfilled.

Unfortunately it has always been a matter of when and not if crime and disorder and serious injury to patrons would occur at Eva's. When you look holistically at how this premises has been mismanaged for a number of months since opening in December 2016 and the concerns raised with the premises on a number of occasions this has seemed sadly inevitable.

Unfortunately when looking at the history of this premises both distant and more recent the style of management that the venue has attracted leads itself to promoted events that for one reason or another attract incidents of violence that have proven on a number of occasions to often also include the use of bladed articles.

Knives have been historically linked to incidents at this premises going back as far as the Bar Mango period as well as Club 20 and once again now at Eva's. Luckily on this occasion the injury to the victim although significant has not been life threatening although when the images of the wound are observed it could be argued this is a lucky happening and could have been far worse.

Also it is worth noting the male that is seen carried away from the dancefloor in the CCTV by door supervisors. He appears dazed if not unconscious and poses the concern that his injury may also have been far worse under a different set of circumstances.

This incident is simply a culmination of problems faced by this venue, we can list the failure to support Pubwatch bans and the allowing of violent individuals into the premises. The failure to comply with legislation or conditions. The failure of the management team to act on any recommended advice from the Police or Licensing Authority in relation to events or compliance concerns.

The failure of the premises to ensure that procedures are followed such as drugs protocols, or provision of CCTV when requested within timescales.

Not to mention the questions which arise in relation to the extremely high drug swab readings taken from within staff only areas of the premises, which in relation to the upstairs office and basement are nearly twice that of a reading normally considered to be "High" in all other circumstances. This signifies direct contact in large quantities and of serious concern.

For these reasons Thames Valley Police state that this premises undermines the licensing objectives and ask the licensing sub-committee to look carefully at all of the available evidence. We ask that all appropriate and proportionate steps to ensure that the licensing objectives are upheld are considered with serious consideration given to that of revocation of the licence. We believe in order to prevent further crime and disorder and ensure that members of the public are safe and further serious incidents of violence are prevented that all options open to the sub-committee must be considered.

All interventions thus far by both the Licensing Authority and ourselves have failed in our attempts to ensure either compliance or the safety of the public. Thames Valley Police feel we are unable at this juncture to provide any more interventions that can ensure the safety of persons attending this premises or the wider public effected by the premises within the town.

APPENDIX 28a





APPENDIX 28b

To: Wheeler Simon
Cc: [redacted]; King Mike; kbutcher198 [redacted]

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Paul B has attached the following document:

 EVAS RISK ASSESSMENT. event sb day rave


 SEE ATTACHED

first of all can I ask if available police presence at 23:00 as this should be a very busy event. also this week is business as usual and stinking beats on the Sunday which is a day time event.

Secondly I have been away, I would like to introduce Kirsty Butcher she is the head door staff at Evas Reading. she has been for a few months now and its time she gets more involved with yourselves as I'm not always available.

Some info for you too know, she has been in the industry for eight years now she has run venues in London named Garage in Highbury also The Forum in Camden London also Hammersmith Apollo as well as others she is well experienced and fully experienced in the music type played at Evas. her Email [redacted]
I hope all is well With you all any discussions that are need please don't hesitate to call.


Google Docs: Create and edit documents online.
Google Inc. 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because someone shared a document with you from Google Docs.



APPENDIX 28c

To: Wheeler Simon; King Mike; Licensing
Cc: kirsty butcher

We removed extra line breaks from this message.

Message  EVAS RISK ASSESSMENT. event sb day rave.pdf (194 KB)

I see it didn't attach on last email. Unsure why heading say day rave ignore please

Eva's Nightclub Event Plan

APPENDIX 28-d

To be submitted to Thames Valley Police no later than 7 days prior to the commencement of the event

Eva's Nightclub, 20 Hosier Street, Reading, Berkshire, RG1 7JL

Tel: 0118 9586984

Promoter	The Bizzness	Date of Event	29.07.2017
Event Type	RNB	Event Name	Slick & Sexy Ft Mc Harvey Mc Romeo
Contact Name	Demi OJOI	Opening Time	22:00
Address Line 1	████████ Luther Road Bournemouth	Closing Time	03:00
Address Line 2		Number of People	Expected 400
Postcode	BH9 1LJ	Area	FULL VENUE
Contact Email		Frequency	Weekly
Contact Number	████████████████		

Drink & Food (Detail any special offers or notes)	Entertainment	Food (detail any special offers or notes)
N/A	DJ/MC'S	Sams wraps

Forms of Promotion	Promoter due diligence & intelligence
Flying Social media	WEEKLY EVENTS AT VENUE MC HARVEY AND ROMEO WAS PART OF A MUSIC GARAGE GROUP CALLED SO SOLID CREW BACK IN 2000'S NO ISSUES THAT WE HAVE BEEN MADE AWARE OF WITH JUST THE TWO MC'S ALONE

Agreed on Behalf of Eva's		Agreed by Promoter	
Name:	Peter Norbury / Wayne Whoriskey	Name:	DEMI OJOI

Date:

15.07.2017

Date:

15.07.2017

Staff Pre Session Briefing:

- Venue management team
- Security team
- Door Supervisors
- Bar/floor staff

Points to discuss:

- Staff roles and responsibilities
- Staff structure
- Admission price
- Guest List/Tickets sold.
- Age limit policy- Challenge 25.
- Dress Codes
- 100% Search Policy
- Music style-wind down period-
- Special needs/considerations
- Banned individuals inc Pub Watch
- Door Supervisor call signs
- Door Supervisor Deployment / Dispersal policy
- Mapping

Capacity: No more than 500 persons at any one time.

Specific intelligence relating to Reading Town Centre

- Check Pubwatch Banned from One, banned from All, list
- Any other specific intelligence available

Club Scan

- All customers inc artists/acts/inc their guests will be scanned and checked

Search Policy

- 100% Search policy in operation at all times on both female and males, entering the Venue. A female DS is present on the door for Female searches.
- All bags/ handbags and persons to be checked for drugs on entry.
- Anybody found in possession of class A drugs /offensive weapon will be refused entry, offending articles will be confiscated. Incident will be immediately called in via town safe radio.
- Anybody found in possession of class B/C drugs will have them confiscated, details recorded in the door-safe book and refused entry.
- CCTV will be in place to record all searches.

Age

- The event is available to anyone who is over the age of 18.
- Challenge 25 is the age policy operated within the venue at all times.
- Passport, UK driving licence and PASS hologram cards are the only accepted ID .
- The ID scan is in operation and a mandatory condition of entry. If valid ID is not available then the customer will be denied entry.

Attitude

- The attitude of the guest is essential. Certain questions will be asked to judge response.
- If a prospective guest has the wrong attitude then they shall be refused entry.

Mapping - Door Supervisor Deployment - if the following minimum criteria cannot be met then the venue will operate a one in one out policy so as not to exceed capacities set out in licensing conditions.

Security Map - 375 guests or less in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	03:00	01:00	02:00
Front Door incl searching	2	2	2	2	2	2	2	2
Ground Floor	1	1	1	1	1	1	1	1
Upstairs	1	1	1	1	1	1	1	1
Garden	1	1	1	1	1	1	1	1
Roaming	0	0	0	0	0	0	0	0
Totals	5	5	5	5	5	5	5	5

Security Map - between 375 and 450 guests in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	01:00	02:00	03:00
Front Door incl searching	3	4	4	4	3	3	3	3
Ground Floor	1	2	2	2	2	2	2	2
Upstairs	1	1	1	1	1	1	1	1
Garden	1	2	2	2	2	2	2	2
Roaming	1	1	1	1	2	2	2	2
Totals	7	10	10	10	10	10	10	10

Security Map - 450 guests or more in the venue								
Security Positions & Times	22:00	23:00	00:00	01:00	02:00	01:00	02:00	03:00
Front Door incl searching	6	6	6	6	3	6	3	3
Ground Floor	2	2	2	2	3	2	3	3
Upstairs	1	1	1	1	2	1	2	2

Garden	1	1	1	1	2	1	2	2
Roaming	2	2	2	2	2	2	2	2
Totals	12	12	12	12	12	12	12	12

SITE PLAN FROM 375+ WILL BE IN EFFECT

Event Risk Assessment

Date of Assessment: 15.07.2017

Assessed by: Paul Butcher

Location: Evas NightClub

Risk from high to low

20 High

0 Low

Artist/DJ	12
Crowd Audience	12
Total Attending	15
AGE OF ATTENDEES	10
Total	49/80

ASSESSMENT **MEDIUM RISK**

EXPECTING A 40/60 SPLIT FEMALE TO MALE WITH AGES FROM 25-40

****MODERATE** DRINKING A OLDER CROWD DUE TO THE ARTISTS FOLLOWING AS WAS POPULAR BACK IN 2000'S**

DOORS 4 SIA TO MANAGE/MONITOR QUEUE CHECK VALID ID AND SEARCH

CLUB SCAN STEWARD POSITION MAKE SURE ALL ID'S GET SCANNED ENFORCED BY A SIA IF A REFUSAL TAKES PLACE IN CASE OF CLUB SCAN BAR

DANCE FLOOR TWO SIA MONITOR FOR ANY DISORDER

UPPER SIA MAINTAIN VISUAL

GARDEN 2 SIA

VENUE MANAGEMENT MONITORING CCTV

WHEN DOORS CLOSE 1 SIA WILL ROAM INSIDE AND THREE REMAIN ON DOORS

DEPENDING ON TICKET SALES CLOSER TO THE EVENT IF HIGH SALES THERE WILL BE A ADDITIONAL SIA STAFF ON THE DOORS AS QUEUE MANAGEMENT. EXPECTING HIGH WALK UP TO VENUE. AS IT STANDS THERE WILL BE 10 SECURITY PRESENT MAY GO UP TO 12.

METAL WANDS ARE IN PLACE AT VENUE.

SEARCH PLAN

1. EMPTY POCKETS OF BELONGINGS INTO TRAYS

2. A PAT DOWN

3. A BODY SEARCH

4. A WAND TO FINALISE IF ANYTHING HAS BEEN HIDDEN ON PERSONS

5. TRAY WITH PERSONS BELONGINGS HANDED BACK

IF WE CAN HAVE A POLICE PRESENTS FROM 23:00 ONWARDS IF AVAILABLE

Security Call Signs

To be detailed on the shift planner and assessed continually based on risk elements. Re-deployment will occur if it is deemed necessary and proportionate to risk.

In the event of an incident requiring security presence a radio call can be made by any staff member, management or security. The member of the team making the call should state one of the phrases below and state the location clearly (e.g Ground Floor DJ, Upstairs Bar, Ground Floor cloakroom etc.

Door supervisor response and deployment based on an incident arising:

- **Code Green** - 1 member of roaming security to attend
- **Code Amber** - 1 member of roaming security plus head door to attend. Front door entries should be stopped until head door authorises recommencement. Searching security member to hold door.
- **5'5** - 1 member of roaming security, head door and closest security operative to the designated area to attend. Front door entries should be stopped until head door authorises recommencement. Searching security member to hold door.
- **10'10** call - Searching security member to 1 to remain on front door to liaise with town radio where applicable. All Operatives from floor + Internals + Head Door + 1 from front door + Searchers + Venue Manager

Other Venue Codes

- **Code Yellow** Crowd Disturbance
- **Code Red** Fire
- **Code Silver** Weapon
- **Code Black** Suspect Package

- **Code Blue** Any incident of a sexual nature
- **Mr Luther** Close venue

In the event of a major incident:

Primary Considerations

- Safety of Customers and Staff and general public
- Alerting Emergency Services
- Preservation of crime scene
- Witness statements and incident reports in venue security book

Drinks Promotions

Any drinks promotions may be withdrawn at any point in time at the manager's discretion.

Music & Atmosphere Management

- Management reserve the right to change music policy at any point in time without prior notice in order to preserve customer safety, control the atmosphere and mood of the venue.
- Music and lighting management steps will be taken within the final 30minutes of the night in order to wind down the event. Music may decrease in volume, tempo and change genres with the objective of pacifying the crowd prior to the end of the night. Once the night has finished music will be reduced to a background level

Dispersal of Crowd

A Dispersal policy is in place for the venue. High visibility fluorescent jackets are worn by Door supervisors during dispersal once the event has finished. Security will manage the safe exit of guests and dispersal from the clubs proximity, preferably towards St Mary's Butts. Eva's Nightclub operates a good neighbour policy to help prevent unnecessary disruption to neighbours and the local area. The dispersal policy seeks to minimise the potential for crime or disorder from guests leaving the venue.

PFC CROWD MANAGEMENT

Evas has noticed the problems that occur outside the chicken shop with their minimal security evas is happy to monitor the area with its security personnel in the interest of their patrons safety when on their journey home, evas will help to enforce a safer town and recognizes the shop as a hotspot for incidents.

Breakages and Spillages

- Door staff to identify who their bar supervisor/floor manager is on the night
- Radio through to floor/bar contact upon finding spillage or breakage.
- Must not leave until cleared away by venue staff

Administration

- Security incidents are to be recorded without fail in venue security book.

Toilet Checks and Fire Exits

- Toilet checks and Fire exit checks are to be completed frequently and relayed to the front door in order to record.

De-briefing

To assess and develop the management of risk and overall security within the premise a de-briefing will take place at the end of business. All operatives, and an elected member of the management team are to be present. This is to be recorded in order to develop our standards of operation.

Event Operation Safety Plan

Overview

This chapter is intended to lay out the basic safety procedures related to several specific areas of event management during the live operation of the event site.

It will pay specific attention to at risk groups (e.g. young and vulnerable persons) and specific high risk activities and areas of the site. The procedures outlined here are intended for normal operating conditions only and are subject to change under extraordinary operational conditions outlined within the major incident plan.

Evas Structure

NAME	TITLE
VANESSA PALMER	DPS
PETER NORBURY	DIRECTOR OF EVAS NIGHTCLUB LTD
PAUL BUTCHER	HOS
KIRSTY WELLINGS	POSITION ONE EVAS SECURITY
VANESSA PALMER	BAR MANAGER
JOSH COOK	PROMOTOR

Youth Attendance

In relation to youth on site, a section of the event webpage will be devoted to age restrictions and identification:

Visitors are to cooperate with and obey instructions or directions given by Security or management

If you can't provide valid identification when asked, you may not be able to gain entry. Refunds are not automatically issued as you have been informed to bring identification. Any refunds are at the Management's discretion.

All young persons over the age of 18 and appearing to be under 25 must bring photo ID as a condition of entry. This Includes:

An in-date photographic driver's license or provisional license

A valid passport (not a photocopy). Out of date passports will NOT be accepted

Anybody found to be using identification that is not their own will result in both the identification and their event ticket being confiscated. This may also result in prosecution for both the owner of the identification and the individual fraudulently attempting to use it.

Please ensure you keep your identification on you at all times.

SAFEGUARDING FOR MINORS AS BELOW

1.3 Lone Person

1.4 Operation home safe

1.5 Operation Chicken Shop

Strategies in place for preventions of underage drinking

- 1.Any persons seen drinking from any container will be asked and questioned on what the container contains a test will be performed on the liquid inside the container if required.
- 2.Any persons seen drinking an alcoholic substance whilst waiting for entry to the premises without valid 18 or over id will be refused entry.
3. Breathalyzers will be in operation (depending on if the unit is fully operational)
4. 18 and over must announce they are over the legal age only then will a member of security check their ID which must be uk government approved they shall receive a wristband and a stamp then they can go

to the bar which they then show their wristband and stamp, only then bar staff will check id once verified they can only buy one alcoholic drink at a time to purchase another drink they must come with their previous cup.

5. weapon drug and drink search will be carried out

1.3 Lone Person

Evas will operate a lone persons operations which will be safeguarding lone persons Eva will not let people leave alone we shall ask them to remain until picked up by a parent or guardian if under the age of 18, females over the age of 18 we be asked the same. they can wait inside the club until they are collected.

1.4 Operation home safe

Evas will stay at the gathering spots and try and disperse the crowd top of the road bearing left and right making sure they get collected or got into taxis in a safe and controlled manner.

1.5 Operation chicken shop

Evas are well aware of the problems outside the PFC chicken shop and grow concerns over its patrons safety therefore evas will be placing security personnel to monitor the area and also make sure their patrons are safe and intervene if necessary.

Last Entry

Last entry for ticket holders will be 23:30 for under 18's and 02:00 for business as usual events There will be no re-admittance of people who have left and try to re-enter, though there may be exceptional circumstances as decided by the Venue Manager which then they incur a search again as t&c's. Exceptions will be logged by Control. This information will be made clear on the webpage on the door policy and on various social media sites.

Conditions of Entry

R.O.A.R (Rights of Admission Reserved) and Terms & Conditions will be clearly displayed on the website. Promoters will encourage tickets be purchased before the event on a first come first served basis.

On the event website, there will be a detailed list of prohibited items which will include alcohol, glass bottles, weapons, drugs etc with a warning that such items found on a person at the entry search will be confiscated, entry to site may be refused and action may be taken against the individual.

As part of access control, security personnel will undertake bag searches for prohibited items and if required carry out the necessary reporting procedures to the police.

Those who obviously appear to be under the influence of drugs will be refused admittance.

In the event of tickets selling out before the event date, a small amount will be held back for sales on the day to deter ticket touts, but the message that the event is sold out will be made to the public.

Communications

The main means of communication on the event will be with two-way radios. As a backup, mobile telephones can be used. A radio communications contact list will be distributed to all event staff and on-site contractors. This will detail radio channels and call signs.

A mobile telephone contact list will also be distributed. All radios will be issued with earpieces/noise cancelling head sets if required, thus minimising the possibility of public overhearing sensitive radio traffic

First Aid and Nearest Hospital

A sufficiently stocked and well maintained first aid box will be kept onsite always and its location personnel shall provide first aid cover for the duration of the installation.

All first aid incidents shall be reported to the Event Director / Safety Advisor via the radio and the relevant course of action taken. If required, the ambulance service will be called using 999.

The nearest accident and emergency hospital is The Royal Berkshire Hospital which is approximately 6 miles away. The address of the hospital is:

Royal Berkshire Hospital Craven Road, Reading RG1 5AN

Parking

There is no parking available on site and this fact will be communicated to all patrons well in advance of the event.. It is expected that the majority of the crowd will be reading based

It is anticipated that public will leave site at staggered times as the various stages or facilities close.

Pick Up/Drop Off point

There is no pick up and drop of point out side evas nightclub for risk of patrons,Evas will be encouraging patrons to use the taxi ranks provided by reading borough council at the top of hosier street and not left onto the chicken shop where known incidents occur, makes a safe environment for emergency workers to gain access also.

Music

Eva's will have one stages on busy nights possible two with one on the balcony, Music will very largely be DJs, MCs, mixing both live and recorded music. All music, incidental and otherwise, will cease by times agreed with the council

Noise management and PA Systems

The Event Management will make every effort possible to reduce the impact of noise and nuisance on the neighbouring public as per Licensing Objective

2 "Prevention of Public Nuisance". As such they have hired the services of an Acoustic Consultant from a locally recognised provider of noise management systems.

Management will adhere to noise levels agreed by the licensing authority. In brief, they will abide by the agreed Music Noise Level (MNL)

All loudspeakers will be arranged and directed as agreed with the Licensing Authority at least 28 days prior to the event.

Noise levels from the stage will be monitored by the sound desk engineers and checked by the Noise Management Consultant. Event Management will review these levels regularly and keep a record of the levels found. The sound engineers will respond to the Venue Management's request to reduce the noise level if it is deemed necessary.

Extraordinary Operation and Major Incident Plans

Fire Arrangements

Fire Safety Policy

It is the policy of Evas Event management Ltd to ensure so far as is reasonably practicable, the provision and maintenance of safe and healthy working conditions, equipment and systems of work for all personnel and to provide resources, information, training and supervision as is needed for these

purposes. EML also accepts its responsibilities for the health and safety of others who may be affected by its activity.

To this end the organisation will comply fully with the requirements of the requirements of the Health and Safety at Work etc. Act 1974 and the Regulatory Reform (Fire Safety) Order 2005 and all other relevant statutory provisions and recognised codes of practice. EML expects all employees and contractors working on behalf of the organisation to co- operate fully in the achievement of this policy.

Fire Safety Briefing

All staff and contractors have attended the Safety Briefing prior to all works commencing which will be conducted by the Event Safety Advisor. The Safety Briefing will include all the fire and emergency procedures.

Emergency Lighting

Emergency lighting in any enclosed structure must comply with BS 5266, and will be sited at every fire exit, and must not be impeded at any time by temporary fixtures and fittings. All emergency lighting must have a backup power source in case of an emergency where there is loss of main power.

Exit signs

All exits shall have a sign with a green “running man” or marked ‘FIRE EXIT’ in plain block lettering not less than 125mm high, over the doors. Where an exit cannot be seen from a particular point due to event installations, directional signs to the nearest exit will be placed in obvious positions along the escape route. All signage will conform to BS 5499: Part 1 Fire Safety Signs, etc.

Fire Extinguishers

Each fire exit from an enclosed building or structure will have a designated fire point, equipped with a minimum of 1 water gas or 1x foam extinguisher. All electrical installations, sound equipment and main electrical dimming / distribution points will have a minimum of one CO2 gas extinguisher.

Escape Routes and Fire Exits

Travel distance

As the event is in a venue the likelihood of a full site evacuation being required is minimal. Due to the small size and minimal risks inside the venue this is highly unlikely but in the event of this, The event will ensure that at all times there is exit capacity sufficient to affect a full evacuation within 3.5 minutes.

Escape routes and final exits

All evacuations will be pushed to the South where security measures will be in place to temporarily signal danger to oncoming traffic and encourage the event crowd to stay away from the highway.

Full details of evacuation procedures are detailed in the Major Incident Plan.

No Smoking Policy

In keeping with current legislation, a strict NO SMOKING policy inside enclosed structures will be maintained throughout the event. Staff or guests who fail to comply with this directive may be asked to leave the event.

A pre-appointed smoking facility for staff working within each structure shall be determined and its location will be clearly visible with signage.

Means of Escape for Disabled People

The Event Director will identify, during the pre-event induction, a reasonable number of competent staff members who will provide specific assistance to disabled people during any evacuation or emergency procedure (should there be any disabled persons identified prior to the event).

Disabled people should in the first instance be moved to a position of comparative safety within a safe refuge (e.g. protected location) and thereafter moved to final assembly points.

Fire, Emergency and Medical Procedures

Fire Procedure

On discovering a fire, all personnel should take the following action:

- Raise the alarm via radio to event control
- Evacuate from immediate danger
- Only tackle fire if trained and if safe to do so
- Do NOT take any risks
- Do NOT delay to collect personal items

Do not return to the area unless instructed to do so by the emergency services
Assemble at Assembly Point located to the west of the site.

EVENT CONTROL – FIRE

Upon hearing the fire alarm, the Event Safety Advisor shall inform the EML team of the need to convene due to the discovery of a fire. Condition Amber will be declared in line with the Major Incident Plan

Emergency Procedure

INVESTIGATION

In the event of an emergency within the site, the following action will be taken:

A message, spoken in clear English to prevent the possibility of confusion will be relayed over the radio network:

FIRE, FIRE, FIRE IN THE MARQUEE AT 'location of incident'

On hearing this alert the Head of Security, and Event Director will meet and convene the EML and dispatch staff to the affected area to report back. Condition Amber will be initiated and all staff will prepare for evacuation in line with the Major Incident Plan.

EVENT CONTROL - INVESTIGATION

During the investigation stage, Event Director, shall liaise with Event Control and inform them of an incident with the potential to require evacuation of the site.

EVACUATION

The EMT will have sufficient time to assess the situation and decide on whether an evacuation is necessary. If deemed necessary, condition RED will be declared and the venue management will make the call over the radio network to evacuate. This will be in the form of the following coded message:

'CODE RED, I REPEAT CODE RED. PREPARE FOR EVACUATION'

On hearing this message, fire marshals shall sound the alarm and initiate an evacuation. The following message will be relayed over the PA system / loud hailer:

'LADIES AND GENTLEMAN IT HAS BECOME NECESSARY TO EVACUATE THE AREA, PLEASE MAKE YOUR WAY TO THE NEAREST AVAILABLE EXIT' THE FOLLOWING EXCEPTIONS APPLY:

1. IF THE DECISION TO EVACUATE HAS NOT BEEN MADE WITHIN 10 MINUTES OF THE INITIAL RADIO CALL, EVACUATION WILL BE ACTIONED BY THE EVENT DIRECTOR.
2. IF THE SITUATION IS AN OBVIOUS FIRE, AN EVACUATION WILL BE CALLED.
3. IF THERE IS NO POWER, LOUD HAILERS WILL BE USED, SECURITY WILL STILL TAKE LOUDHAILERS OUT OF THE SITE TO HELP STAFF AND GUESTS AT THE MUSTER POINT.

The nominated MANAGEMENT will do a final sweep of the site to ensure all back of house and toilets are clear of public and staff. All other staff will assist in moving guests to the muster point. The fire plan (attached) will show the muster point and all will be aware of these areas at an event briefing to all staff. Production staff will ensure all electrical systems are isolated.

EVENT CONTROL – EVACUATION

If it becomes necessary to evacuate the site, the Event Safety Advisor shall inform Event Control of the need to evacuate due to the discovery of a fire. The evacuation procedures will be followed and await further instruction from the emergency services, event control.

IF NO EVACUATION IS ACTIONED

If an evacuation is not necessary, the following radio message will be relayed over the radio network:

'CODE GREEN. STAND DOWN. CODE GREEN'

EVENT MANAGEMENT – FALSE ALARM

The Event Safety Advisor will inform the Event Control of the false alarm.

Medical Procedure

In the event of a medical incident within the site, the code word 'White' will be used, the message will be broadcast to all radio users as the code word and the location of incident.

The medical supervisor shall be contacted via event control if medical assistance is required.

Full and detailed medical plans are available in a separate document.

Major Incident Plan

Definitions

Emergency -The Civil Contingencies Act 2004 defines an emergency as:

- an event or situation which threatens serious damage to human welfare, including loss of human life, human illness or injury, homelessness, damage to property, disruption of the supply of money, food, water, energy or fuel, disruption of a system of communication, disruption of facilities for transport and disruption of services relating to health
- an event or situation which threatens serious damage to the environment, including contamination of land, water or air with biological, chemical or radioactive matter and disruption or destruction of plant life or animal life
- war, or terrorism, which threatens serious damage to the security of the United Kingdom

Incident - An incident is a circumstance in which the Event Organisers and / or emergency services must intervene to preserve public safety and protect them from a harmful situation. This could be a medical situation, a fire, public disorder or similar.

Major incident - Any emergency that requires the implementation of special arrangements by one, or all the organisations represented in, It will in general include the involvement, either directly or indirectly, of large numbers of people.

Suspect Package Guidelines

In case of the identification of any suspicious package all staff will be advised to alert Event Control of its location. The staff member should then remain with the item. They should UNDER NO CIRCUMSTANCES TOUCH OR MOVE THE ITEM.

Upon receiving the call Event Control will declare an Amber alert and position staff to quickly and efficiently put in place a cordon around the item. The scope of this cordon should be established in line with the following:

- i Up to briefcase size device – 100m
- ii Suitcase, or small vehicle borne device – 200m
- iii Large Vehicle borne device (Transit type van) – 400m

Once the cordon has been established a 999 call will be placed detailing the particulars of the suspect package and staff despatched to the RVP to receive external assistance.

Transfer of Command

Should a major incident be declared by the ELT or the site alert state has reached CONDITION RED and there is no indication of an improving situation (see below), the EMT, if requested to do so by Police, Fire or Ambulance services, will hand over control of the event. Event Control will log this take over and a transfer of command form will be signed by both parties. Transfer of Command forms will be held on site by the Event Safety Advisor

Incident Response and Operation

Should a situation develop into an emergency or major incident, the response will be co-ordinated by the EMT and other services including fire and ambulance and police as necessary. In the event of

transfer of command

the emergency service taking lead will depend on the nature of the incident. For example, in the event of a fire, this would likely be the Fire Brigade.

EVACUATION

An evacuation can only be called by the HOS OR EVAS MANAGEMENT TEAM AS IN STRUCTURE, Evacuations may be partial, i.e. a particular area within the event site, or full, i.e. the whole of the Event area. An evacuation is a last resort as it can often cause confusion, crowd surges or violent behaviour amongst the public.

Should a major incident occur then control of the site may be handed to local police, if requested to do so, led by the most senior police officer in attendance. This decision will be taken in consultation with the EMT and will only be actioned when all parties in attendance agree that there is significant danger to life if primacy is not relinquished to a third party. Otherwise the responsibility for the site remains with the EMT. Where external emergency services are needed, and must take primacy and are able to assume control of the site, then the on-site security team will come under the direction of the emergency services, as directed by the EMT.

Partial Evacuation

In the event of a decision to evacuate a part of the event site, stewards and staff with loud hailers will make the announcement to the public to move towards the closest appropriate exit from the incident site. They will form cordon lines to move people along.

Full Evacuation

In the event of the need to evacuate the whole of the event site, an announcement shall be made on the PA system asking the public to move quickly towards the nearest exit from the site heading south.

SECURITY and staff will reinforce this message and will form cordon lines to assist in moving people along.

Security staff will be dispatched to surrounding highways to signal to traffic of the impending crowd movement.

Once the EMT have advised Control that a full evacuation is necessary further instructions will be given as follows:

- Decide on appropriate evacuation routes from pre-agreed options
- Place all radios and operators under the direction of the EMT
- Advise site medical staff
- Set-up information point to advise the public in the muster point
- Direct any enquiries for casualty information to Medical Control
- Direct any press or media to Event Management
- Arrange for emergency lighting (as required)
- Any staff not in the immediate danger will be instructed to remain within their operating area
- No vehicle movement, other than emergency services, will be permitted.
- Once the site has been evacuated, all entrance and exit points will be staffed by security.

Emergency Vehicles

Some incidents may require emergency response vehicles to enter the site. Any emergency services should be called via the ELT and their vehicles directed to the designated RVP.

Evas have fully trained site personnel to a very high standard with operation CREST from cheshire police and full knowledge of operation griffin, trained in restraint techniques and handcuffed trained.

FORM CREATED BY P.B

APPENDIX 29



LICENSED PREMISES INCIDENT REPORT

Submitting Officer			
Shoulder No/Name:	PC 208 CLARKSON	Station: READING	LPA: READING

Incident References			
Premises Name/Location:	Evas, Hosier Street, Reading		
Incident Date:	29/07/17	Incident Time:	02:30hours
Command & Control URN:	N/A	Crime Report(s):	43170225077
CCTV Seized?	No- not yet		
Sources of Information:	Witnessed by officers		

Nature of Incident – what happened?

Officers were initially called to the venue from reports of a disorder outside the front of the venue by CCTV. Police arrived and calmed things down. PS 6835 CHEN spoke to the proprietor and manager who had let around 100 revellers out of the venue at the same time. They also disclosed a fight inside but stated that there were no injured parties. PC CHEN asked them not to let the rest of the 400 people out at the same time. A few minutes later, most of the rest of the 400 revellers were let out from all doors and this led to pockets of disorder and an assistance shout for more officers to attend the scene. Up to 20 officers arrived on scene and calmed things down. There were many issues surrounding the evening with the venue and they are as follows:

- The venue stated to PS CHEN that they did not have sufficient resources to clear their venue out
- They stated they had 8 door staff but only 5 were seen
- Door staff made no attempt to disperse or stop disorder and only started dispersing people from the front of the venue after PS CHEN asked them to
- Customers were smoking cannabis inside the venue and venue staff did nothing about it
- The venue did not complete satisfactory searches of customers as weapons were seen
- They failed to clear the venue out satisfactorily and in a way that would have prevented large numbers of people out the front of the venue causing disorder
- Later on, officers had a call from the RBH that a male had attended with a slash wound from a knife. Having spoken to said male, he told officers that he had been caught in the crossfire of a fight inside Evas and had been slashed. He had spoken to a bar man and gone into a back room where the bar man and other staff had bandaged him up and told him to go to the RBH. Evas failed to tell us about this serious casualty and serious assault that involved weapons.
- Another male had been assaulted that evening and called police. Again, Evas failed to tell police and let that victim walk away without any details
- There was at least one knife being brandished on the dance floor of the venue and staff failed to do anything about it or inform police

Premises Response – what part did staff play? How did they react/assist (include good/poor performance)?

Staff were not very engaging, ignored clear instructions from PS CHEN and did not assist with disorder or dispersing people until asked to do so and then reluctantly assisted.



Police Response – what action was taken? Please identify the main officers who dealt with the incident.

There were around 20ish officers who assisted with the incident. This was to form a cordon and disperse people. PS 8835 CHEN, PC 8271 WILSON, PC 551 WIGLEY, PC 208 CLARKSON, PC 1111 COXHEAD and various other officers.

Persons Involved - to add more rows click into the final cell of this table

Name	Date of Birth	Role	Action Taken	Ref No. (e.g. Custody, PND etc)
Brandon Charles	[REDACTED]	Door staff	Dealt with victim	contact no. [REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

When complete, please forward to the Licensing Officer for the area (and anyone else as per local instructions)

Witness Statement

Criminal Procedure Rules, r 16.2; Criminal Justice Act 1967, s.9

URN: [] [] [] []

Statement of: **John Chen**

Age if under 18 (if over insert "over 18"): **Over 18** Occupation: **6835**

This statement (consisting of 1..... Pages(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it, anything which I know to be false, or do not believe to be true.

Signature: **John Chen** Date: **31/07/2017**

This statement relates to some disorder outside EVA's night club on the early hours 30th July 2017. On that date, I was on duty as EAS45 in READING TOWN CENTRE on night time economy patrol.

I was alerted around 0230 hours by Echo Tango that there was disorder inside and outside EVA's night club. On my attendance to HOSIER STREET, there a group of predominantly black males who were apparently trouble makers and I saw several of them holding glasses from within the venue. They were instructed to drop these.

We were receiving sporadic reports of a knife being involved and people began exiting via the front door and also the garden entrance, spilling onto a small area just outside the club.

I spoke to the venue's doorstaff and instructed them to stop so many people coming out at the same time as there was clear aggression between various groups leaving at the same time.

There were only 2 door staff at the entrance and they were unable to stop people leaving straight away and the venue were unable to disperse persons outside their venue. Due to the sporadic aggression from those leaving, I deployed around 15-20 officers to create a high visibility presence on HOSIER STREET. I then requested that the door staff prevent further persons leaving as there were around 60 or so people outside the venue not moving on and requested that the door staff started dispersing them from the front of the venue.

During this there was a clear strong smell of cannabis from the club and the group outside.

I recognised one member of the group to be [REDACTED] who is a pub watch nominal who exited the venue and was arrested for being wanted for a drugs offence.

I saw [REDACTED] with a group outside the venue but I didn't see the moment he exited.

Signature: **John Chen** Signature Witnessed by: **N/A**

Witness Statement

Continuation of Statement of John Chen -----

I understood that a male was being treated inside by staff for an injury but no one relayed to me that a knife wound was being treated. It was not until the male reached the RBH and a doctor called us an hour or so later we were told of any incident with a knife. The venue staff said a scuffle had broken out on the dance floor but did not pass any details around a knife.

It transpires that a male had been inside a venue, pulled out a knife and swung it around on the dance floor and ended up slicing an innocent bystander in the stomach, resulting in an injury requiring 8 stitches. None of this had been passed on from the venue on police attendance.

I spoke with the venue owner and staff on the night and detailed that I was dissatisfied at their response of allowing all the venue to leave at the same time. They had no control over the persons of the venue even after I requested that no one else come out until we cleared the immediate area. Persons were forcing their way out of the venue and were not being challenged by the venue.

They indicated that they had around 500 guests for the event and said they had a team of 8. I saw 2 on the front and they had to call in some extra staff to disperse the crowd. I did not enter the venue to conduct any further checks on the staff.

Signature: ----- Signature Witnessed by: N/A -----

Witness Statement



Criminal Procedure Rules, r 16.2; Criminal Justice Act 1967, s.9

URN:

--	--	--	--

Statement of: Thomas Kennedy	
Age if under 18 (if over insert "over 18"): Over 18	Occupation: P0268
<p>This statement (consisting of1..... Pages(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it, anything which I know to be false, or do not believe to be true.</p>	
Signature: Thomas Kennedy	Date: 30/07/2017

This statement relates to the arrest of Romario Harding on Sunday 30th July 2017. □

On Sunday 30th July 2017 I was on duty in full police uniform crewed with PC 2302 RAWNSLEY. At approximately 02:20 I attended EVAs nightclub on HOSIER STREET READING following a report of some disorder at the premises. When I arrived along with several other officers, I stood across from the entrance to the night club in order to monitor the crowd. After a few minutes I saw Sgt. 6835 CHEN approach a male I know to be [REDACTED] as he was leaving the nightclub front doors. I then saw Sgt. 6835 CHEN take hold of [REDACTED] by the arm and walk him across the road towards me.

Sgt Chen then informed me that [REDACTED] was wanted for being concerned in the supply of controlled drugs. I took hold of one of [REDACTED] arms and handcuffed him in the back to back position with the assistance of another officer. I then checked the handcuffs tightness and double locked them. [REDACTED] began talking about various things surrounding his displeasure at being detained. At this point, the street was full of people which made it quite noisy. I then walked [REDACTED] initially to a Police car only meters away however he began pulling away from me, complaining about needing the toilet and trying to pull his trousers down at the front despite being handcuffed. With this in mind I walked him over towards the Police station, which is also where our Police van was parked. At a moment when it was practical to do so on the short walk to the Police station, I said to [REDACTED] "YOU ARE UNDER ARREST ON SUSPICION OF BEING CONCERNED IN THE SUPPLY OF CONTROLLED DRUGS" and cautioned him to which he replied by continued to complain about various things and saying he needed the toilet.

After escorting [REDACTED] to the toilet at READING POLICE STATION, PC RAWNSLEY and I transported [REDACTED] to LODDON VALLEY CUSTODY where his detention was authorised.

This statement represents my original notes of the incident.

Signature: Thomas Kennedy Signature Witnessed by: N/A

APPENDIX 32

ID: 16668875

ROYAL BERKSHIRE HOSPITAL
LONDON ROAD, READING, RG1 5AN

URN: 243 Date: 30/07/2017 Time: 03:43 Location Reference: 7994257
Beat Code: EA48
Caller: [REDACTED]
Classification: CRIME : ASSAULT/OTHER
Response: URGENT ATTENDANCE
Result: FORCE REPORT
Closing Type L2: VIOLENCE AGAINST THE PERSON
Closing Type L3: CRIME REPORT

Brief Details:

00389/300717: PATIENT HAS BEEN SLASHED WITH A KNIFE - HE WAS AT A READING CLUB EVAS - HE HAS TAKEN A SLASH TO THE ABDOMEN WHICH IS NOT VERY DEEP.

Time(mins) from +IC:		Dispatch = 14		At Scene = 16		Leave Scene = 132		
Force ID:	Res Type:	RD:	AS:	LS:	RC:	AI:	DW:	CI:
3533	PK		03:59	04:35				
6271	PK		03:59	04:35				
208	SR	03:57	04:08	05:55				
6835	SR	03:57	04:08	05:55				

Details from incident log:

03:46 30/07/2017 C3290 PATIENTS NAME - [REDACTED]
 03:46 30/07/2017 C3290 [REDACTED]
 03:46 30/07/2017 C3290 [REDACTED] WAS AT A CONCERT AT THE SIG. THERE WAS A FIGHT
 03:46 30/07/2017 C3290 WHICH [REDACTED] ACCIDENTALLY BECAME INVOLVED IN. AN UNKNOWN
 03:46 30/07/2017 C3290 MALE USED A KNIFE TO SLASH AT HIS ABDOMEN. THIS OCCURRED
 03:46 30/07/2017 C3290 AT 0240 TODAY.
 03:46 30/07/2017 C3290 [REDACTED]
 03:46 30/07/2017 C3290 [REDACTED] DROVE HIMSELF TO THE HOSPITAL.
 03:46 30/07/2017 C3290 [REDACTED]
 03:47 30/07/2017 C3290 [REDACTED] IS CURRENTLY SAT IN AANDE AND WILL WAIT THERE.
 03:47 30/07/2017 C3290 [REDACTED]
 03:47 30/07/2017 C3290 UNKNOWN DESC OF THE SUSPECT OR KNIFE.
 03:47 30/07/2017 C3290 [REDACTED]
 03:48 30/07/2017 C3290 APPEARS 187 300717 REFERS
 03:49 30/07/2017 4744 From : EPS92
 03:49 30/07/2017 4744 URN NOTED. HOW SERIOUS IS THE WOUND ?
 03:49 30/07/2017 4744 WE WILL NED TO DISPATCH A UNIT TO THE RBH. THNAK YOU 4744
 03:49 30/07/2017 4744 RN.
 03:50 30/07/2017 C3290 THE WOUND IS MINOR ACCORDING TO THE DOCTOR WHO WAS
 03:50 30/07/2017 C3290 OVERSEEING HIM.
 03:50 30/07/2017 C3290 IT IS NOT OVERLY DEEP BUT NEEDED MEDICAL ATTENTION AND
 03:50 30/07/2017 C3290 WAS ENOUGH THAT HE SHOULD NOT HAVE DRIVEN
 03:51 30/07/2017 C3290 [REDACTED]
 03:51 30/07/2017 C3290 THE AGGRD PARTY IN THIS URN WAS NOT KEEN ON THE POLICE
 03:51 30/07/2017 C3290 BEING INVOLVED SO MAY NOT ENGAGE.
 03:58 30/07/2017 C8677 EPS92 WILL INFORM DUTY INSPECTOR
 04:00 30/07/2017 C8677 WILL MAKE ENQS AT OFFENCE LOCATION
 04:24 30/07/2017 C8677 EAS45-SUPERFICIAL WOUND-WILL BE ABH-CURRENTLY BEING
 04:24 30/07/2017 C8677 STICHE-STITCHED. AGGRIEVED IS INNOCENT-WAS ON THE
 04:24 30/07/2017 C8677 DANCEFLOOR AND GOT CAUGHT UP IN ALTERCATION
 04:25 30/07/2017 C8677 WILL UPDATE OCCURENCE
 04:25 30/07/2017 C8677 BE RESUMING SHORTLY
 05:53 30/07/2017 551 From : EQ325
 05:53 30/07/2017 551 43170225077 - ASSAULT WITH INJURY
 05:53 30/07/2017 551 OIC PC 208 CLARKSON
 05:53 30/07/2017 551 THIS CAN BE CLOSED NOW. THANKS

APPENDIX 33

Occurrence enquiry log report

Thames Valley Police

Occurrence: 43170223599 Police Operation (Management Occurrence) @28/07/2017 14:23 (SGM, IN READING CENTRAL (1-175), FRIAR STREET, READING, BERKSHIRE United Kingdom (County: BERKSHIRE, Neighbourhood: EA ABBEY / BATTLE, LPA: READING)) ("OP NIGHTSAFE")
 Task status: All
 Log type: All

Valid as of July 31, 2017 at 09:48
 Printed by #P5767 WHEELER, S.

Type	Entry time	Event time	Author	Link	Task
Sergeant review Log entry:					

Sergeant review
Log entry:

30/07/2017 05:33 #P6835 CHEN, J. No

FRIDAY NIGHT, ONE DRUNK AND DISORDERLY ARREST FROM THE CHURCH, CHARGED IN CUSTODY.

SATURDAY NIGHT, CRANE JOB MEANT THAT WE COULD NOT DEDICATE A UNIT TO THE CHURCH. I OFFERED A VAN PARKED OUTSIDE WHO WOULD PATROL BUT THEY DECIDED TO SHUT. NO ISSUES AROSE FROM THEM SHUTTING, IT WAS AN AMICABLE DISCUSSION.

SATURDAY LED TO A RESOURCE INTENSIVE DISORDER FROM EVAS. THE CRUX WAS A MALE WHO HAD GOT INTO THE VENUE WITH A KNIFE AND THEN WAS SWINGING IT ON THE DANCE FLOOR. IT HAS CAUSED A SLASH WOUND TO THE VICTIM WHO WAS COMPLETELY AN INNOCENT BYSTANDER. THE VICTIM DIDN'T SEE ANYTHING AND DOES NOT WANT TO SUPPORT A COMPLAINT AT THIS TIME. PHOTOS TAKEN OF INJURIES. I HAVE REQUESTED CCTV TO BE MADE AVAILABLE OF THE INCIDENT, BELIEVED TO BE ON THE MAIN DANCE FLOOR AT AROUND 0240 HOURS, IT OCCURED AROUND 3 MINUTES INTO THE SET BY "FREDDO" THE RAPPER.

THE CROWD COMPOSED OF A MIX OF READING NOMINALS INCLUDING [REDACTED] WHO WAS ARRESTED FOR A JOB FOR IHUB (DRUGS RELATED) AND SOME FROM OUT OF TOWN. IT IS COMPLETELY UNKNOWN WHO IS RESPONSIBLE FOR THIS ASSAULT.

I WILL ASKE IHUB TO MAKE SOME INVESTIGATIVE ENQUIRIES DUE TO POTENTIAL THOR ISSUES.

1/ DEBRIEF STAFF MEMBER BRANDON CHARLES [REDACTED] REGARDING THE KNIFE

INCIDENT AND POTENTIAL SUSPECT GROUPS
 2/ CONTACT EVAS FOR CCTV (ENGINEER REQUIRED IN THE AM) KIRSTIE BUTCHER TEL [REDACTED]

THE DOORSTAFF WERE POOR IN DEALING WITH THE DISORDER THAT AROSE AND FAILED TO DETECT DESPITE A SEARCH POLICY THE KNIFE THAT WAS USED.

GEN 40 WILL REFER WITH STRONG RECOMMENDATIONS OF A LPA REVIEW OF EVAS, CONCERNS INCLUDE POOR DOOR STAFF, AND THE LARGE AMOUNTS OF CANNABIS CLEARLY BEING CONSUMED ON PREMISES.

APPENDIX 34

RESTRICTED

Occurrence Summary

Version 1.13.2.1 (2015/07/30)

<i>Thames Valley Police</i>	
<i>Printed:</i>	31/07/2017 10:43 by P5787
<i>Occurrence:</i>	43170225077 Assault with Injury [8N] @30/07/2017 05:18
<i>Date/Time:</i>	<i>Between...</i> 30/07/2017 02:40 <i>and</i> 30/07/2017 02:40

BOLO: No

UCR clearance status: New

Involved person(s):



Involved Address(es): [Occurrence address] 20 HOSIER STREET, READING, READING United Kingdom
RG1 7JL (SPIN NIGHTCLUB) (County: BERKSHIRE, Neighbourhood: EA ABBEY /
BATTLE, LPA: READING)

No involved Vehicles found

Involved Officer(s): #P0208 CLARKSON, P. (Officer in case)

Flag(s): Type: Related to other occ Expiry date:
Remarks:

Summary: MALE SLASHED BY BLADED ARTICLE AFTER BEING NEAR A DISTURBANCE, HE
WAS THE UNINTENTIONAL VICTIM.

Remarks:

RESTRICTED

Occurrence enquiry log report

Thames Valley Police

Occurrence: 43170225077 Assault with Injury [8N] @30/07/2017 05:18 (20 HOSIER STREET, READING, READING United Kingdom RG1 7JL (SPIN NIGHTCLUB) (County: BERKSHIRE, Neighbourhood: EA ABBEY / BATTLE, LPA: READING)) (MALE SLASHED BY BLADED ARTICLE AFTER BEING NEAR A DIST

Task status: All

Log type: All

Valid as of July 31, 2017 at 09:42
Printed by #P5787 WHEELER, S.

Type	Entry time	Event time	Author	Link	Task
Sergeant review Log entry:	30/07/2017 06:10		#P6835 CHEN, J.	No	

? Summary of investigation ? initially or since last review:

A RESOURCE INTENSIVE DISORDER FROM EVAS. THE CRUX WAS A MALE WHO HAD GOT INTO THE VENUE WITH A KNIFE AND THEN WAS SWINGING IT ON THE DANCE FLOOR. IT HAS CAUSED A SLASH WOUND TO THE VICTIM WHO WAS COMPLETELY AN INNOCENT BYSTANDER. THE VICTIM DIDN'T SEE ANYTHING AND DOES NOT WANT TO SUPPORT A COMPLAINT AT THIS TIME. PHOTOS TAKEN OF INJURIES. I HAVE REQUESTED CCTV TO BE MADE AVAILABLE OF THE INCIDENT, BELIEVED TO BE ON THE MAIN DANCE FLOOR AT AROUND 0240 HOURS, IT OCCURED AROUND 3 MINUTES INTO THE SET BY "FREDDO" THE RAPPER.

THE CROWD COMPOSED OF A MIX OF READING NOMINALS [REDACTED]

[REDACTED] WHO WAS ARRESTED FOR A JOB FOR IHUB (DRUGS RELATED) AND SOME FROM OUT OF TOWN. IT IS COMPLETELY UNKNOWN WHO IS RESPONSIBLE FOR THIS ASSAULT.

I WILL ASKE IHUB TO MAKE SOME INVESTIGATIVE ENQUIRIES DUE TO POTENTIAL THOR ISSUES.

1/ DEBRIEF STAFF MEMBER BRANDON CHARLES [REDACTED] REGARDING THE KNIFE INCIDENT AND POTENTIAL SUSPECT GROUPS

2/ CONTACT EVAS FOR CCTV (ENGINEER REQUIRED IN THE AM) KIRSTIE BUTCHER TEL [REDACTED]

THE DOORSTAFF WERE POOR IN DEALING WITH THE DISORDER THAT AROSE AND FAILED TO DETECT DESPITE A SEARCH POLICY THE KNIFE THAT WAS USED.

GEN 40 WILL REFER WITH STRONG RECOMMENDATIONS OF A LPA REVIEW OF EVAS, CONCERNS INCLUDE POOR DOOR STAFF, AND THE LARGE AMOUNTS OF CANNABIS CLEARLY BEING CONSUMED ON PREMISES.

THE SUSPECT IS NOT IDENTIFIED, THE VICTIM HAS GIVEN A NO COMPLAINT PNB AND PHOTOS HAVE BEEN TAKEN, THE VICTIM DID NOT SEE WHO THE SUSPECT WAS FROM THE INCIDENT.

? Review completed actions and set further actions as required in continuing numerical order.

CCTV AND DOOR STAFF ENQUIRIES WITHIN THE VENUE

? Identify and deal with delays in progress:

CCTV NOT AVAILABLE THIS EVENING

? Assess issues of threat, risk or harm at start of investigation or since last review:

KNIFE RELATED DISORDER IN READING TOWN CENTRE

? Is victim/witness contact is being correctly completed?

Y

? Is the crime classification is appropriate?

Y
 ? Have the appropriate qualifiers been ticked under Finalisation Misc Tab?
 Y
 ? Is there any detail (persons, vehicles, property etc) that needs adding by the OIC?
 N
 ? Check for any outstanding tasks and comment where necessary.
 Y
 ? Give clear investigation direction & realistic view on likely disposal
 NFA CODE 18
 ? If this is the initial review create an Inspector 28 Day Review Task from the OEL.

? Are any suspects on bail? If so complete the following:
 Whilst reviewing this case I have noted that suspect ? is on police bail with a return date of ?... I have reviewed both the reason for bail and the bail conditions that s/he is currently required to abide by and I can confirm that bail and conditions remain justifiable, proportionate & necessary because.....(if not then arrange variation/cancellation as appropriate). If a re-bail is necessary then make sure this is arranged prior to the return date.

Investigator action	30/07/2017 09:51	#P7036 RIMMER, B.	No
Log entry:			
Investigator action	30/07/2017 10:20	#P6512 GELDARD, C.	No
Log entry:	i have called and left a message on kirstie Butcher phone [REDACTED] requesting CCTV ASAP		
Investigator action	30/07/2017 11:24	#P6512 GELDARD, C.	No
Log entry:	I have called the second time and left a message on kirstie Butcher phone [REDACTED] requesting CCTV ASAP		
Investigator action	30/07/2017 11:51	#P6512 GELDARD, C.	No
Log entry:	cctv request sent to		
Victim/witness contact	30/07/2017 13:20	#P5173 PINDER, L.	No
Log entry:	Following a request from the Duty Inspector Ashley SMITH I have contacted the victim on his mobile phone this afternoon. He re-confirmed that he didnt wish to pursue a complaint or provide any sort of MG11 in relation to what happened to him last night in Eva's. He said that he had no knowledge of what led up to the incident and hadnt noticed any tensions. He said that he didnt know any of those involved as he's from Aldershot and doesnt really have any links to Reading. I asked if he was in the Army and he siad no but was hoping to join soon.		
Investigator action	DS 5173 PINDER 30/07/2017 13:25	#P6512 GELDARD, C.	No
Log entry:	Vanessa Palmer [REDACTED] She is the Designated premises supervisor [REDACTED] oldark place Whitley wood Reading RG2 8TQ [REDACTED] ststes that they ned to get some one in to down load cctv i haave highlighted thaat this is not good enough. i will try and speak to sercurity manger and get things moving		
Investigator action	30/07/2017 13:32	#P6512 GELDARD, C.	No
Log entry:	i have now spoke to kirst the door manger the cctv will be ready at 1730hrs , duty sgt areware and will send officer to collect.		

Investigator action ██████████ #P6512 No
GELDARD, C.

Log entry: the manger called they are trying to get enginer out ot down load cctv

Investigator action 30/07/2017 14:04 #P7036 RIMMER, No
B.

Log entry: Request by DS Nicholls to attempt to contact Elliott - As per Night Turn DC Handover - reference to
URN
243 of 30/07 (See also 186, 187 & 189 of 30/07)

URN 186 is a report from SCAS at 02:30 (ref 183) of an assault at EVAS nightclub. They were treating a
male called ██████████. The call for SCAS came from his friends mobile ██████████

I have rung the above number and it was answered by a male who only gave his name as ██████████
██████████ said he didnt know what much of what happoned and stated he was from London and confirmed
██████████ went to his home that was also in London. ██████████ was not willing to say where in London. ██████████
stated that he knew E ██████████ had been taken to a London hospital this morning because of his injury he
sustained in Reading.

Investigator action 30/07/2017 18:09 #P6669 WILLIAMS, No
A.

Log entry: I have spoke to both Vanessa and Kirsty (Vanessa is the manager and Kirsty head of security). They
deny any arrangement to have CCTV by 1730 today stating the engineers do not work on Sunday. This
footage will be available on Monday or Tuesday and they will call when they have it.

I have reminded them of their obligations under their own license to provide CCTV. Gen 40 will refer.

APPENDIX 35



APPENDIX 36a

LICENSING DATA ACCESS REQUEST FORM – CCTV IMAGES

+			
Date of request	Date of recording	Time from:	Time to:
30/07/17	30/07/17	0200	0330
Collar no. or Name	Station or Address	URN ref: (Police)	Occurrence ref: (Police)
6512 Geldard 5787 Wheeler	c/o reading police station castle street reading	0234/30/07/17	43170225077
Contact email: Clinton.geldard@thamesvalley.pnn.police.uk Simon.wheeler@thames valley.pnn.police.uk			
Contact Tel: [REDACTED] pc 6512 Geldard			
Area within premises (Describe as accurate as possible)			
All location which have cctv are requested.			
All cameras views inside the venue All cameras outside the venue All id scan logs logs .			
Reason for request (Continue overleaf if necessary)			
Investigation enquires			
Data Controller - Record action/viewing only/or decision to provide copy (If negative result or request considered unlawful please provide rationale for this decision)			
Date produced:	By whom:	Exhibit reference:	Signature:
Comments:			

The completion of this log is to satisfy the need for audit and continuity of image management as required by the Data Protection Act 1998 & any subsequent judicial proceedings.

APPENDIX 36b

From: Microsoft Outlook
Sent: 30 July 2017 11:51
To: Geldard Clinton
Subject: Relayed: CCTV DATA ACCESS REQUEST evea

Delivery to these recipients or groups is complete, but no delivery notification was sent by the destination server:

[evasrdg@\[REDACTED\]](mailto:evasrdg@[REDACTED]) (evasrdg@[REDACTED])

[pete.evas@\[REDACTED\]](mailto:pete.evas@[REDACTED]) (pete.evas@[REDACTED])

Subject: CCTV DATA ACCESS REQUEST evea

APPENDIX 36c



LICENSED PREMISES INCIDENT REPORT



Submitting Officer		
Shoulder No/Name: PC 6669 Williams	Station: Reading	LPA: Reading

Incident References			
Premises Name/Location: Eva's			
Incident Date: 30/07/17	Incident Time: 0240		
Command & Control URN: 243 30/07/17	Crime Report(s): 43170225077		
CCTV Seized?: No			
Sources of Information: Police attendance			

Nature of Incident – what happened?

Below is from the initial SR:

Supervisor Review Template

- Summary of investigation – initially or since last review:

A RESOURCE INTENSIVE DISORDER FROM EVAS. THE CRUX WAS A MALE WHO HAD GOT INTO THE VENUE WITH A KNIFE AND THEN WAS SWINGING IT ON THE DANCE FLOOR. IT HAS CAUSED A SLASH WOUND TO THE VICTIM WHO WAS COMPLETELY AN INNOCENT BYSTANDER. THE VICTIM DIDNT SEE ANYTHING AND DOES NOT WANT TO SUPPORT A COMPLAINT AT THIS TIME. PHOTOS TAKEN OF INJURIES. I HAVE REQUESTED CCTV TO BE MADE AVAILABLE OF THE INCIDENT, BELIEVED TO BE ON THE MAIN DANCE FLOOR AT AROUND 0240 HOURS. IT OCCURED AROUND 3 MINUTES INTO THE SET BY "FREDDO" THE RAPPER.

THE CROWD COMPOSED OF A MIX OF READING NOMINALS INCLUDING [REDACTED] WHO WAS ARRESTED FOR A JOB FOR IHUB (DRUGS RELATED) AND SOME FROM OUT OF TOWN. IT IS COMPLETELY UNKNOWN WHO IS RESPONSIBLE FOR THIS ASSAULT.

I WILL ASKE IHUB TO MAKE SOME INVESTIGATIVE ENQUIRIES DUE TO POTENTIAL THOR ISSUES.

1/ DEBRIEF STAFF MEMBER BRANDON CHARLES [REDACTED] REGARDING THE KNIFE INCIDENT AND POTENTIAL SUSPECT GROUPS

2/ CONTACT EVAS FOR CCTV (ENGINEER REQUIRED IN THE AM) KIRSTIE BUTCHER TEL [REDACTED]

THE DOORSTAFF WERE POOR IN DEALING WITH THE DISORDER THAT AROSE AND FAILED TO DETECT DESPITE A SEARCH POLICY THE KNIFE THAT WAS USED.

GEN 40 WILL REFER WITH STRONG RECOMMENDATIONS OF A LPA REVIEW OF EVAS, CONCERNS INCLUDE POOR DOOR STAFF, AND THE LARGE AMOUNTS OF CANNABIS CLEARLY BEING CONSUMED ON PREMISES.

THE SUSPECT IS NOT IDENTIFIED, THE VICTIM HAS GIVEN A NO COMPLAINT PNB AND PHOTOS HAVE BEEN TAKEN, THE VICTIM DID NOT SEE WHO THE SUSPECT WAS FROM THE INCIDENT.

Premises Response – what part did staff play? How did they react/assist (include good/poor performance)?

In addition to the above and the initial Gen 40 submitted. Staff were unhelpful and unable to produce CCTV. Both Vanessa (manager) and Kirsty (security) stated to police that CCTV would be ready by 1730 30/07/17. When revisited at this time no one was on the premises and after chasing them on the phone they stated that their engineers are required for CCTV download. The engineers never work on a Sunday and it would likely be Tuesday before footage is available.

Police Response – what action was taken? Please identify the main officers who dealt with the incident.


Still attempting to ID offenders ATT. We are unable to though because there is not CCTV yet!

Persons Involved - to add more rows click into the final cell of this table

Name	Date of Birth	Role	Action Taken	Ref No. (e.g. Custody, PND etc)
[REDACTED]	[REDACTED]	Victim	No MG11 ATT, seeking medical attention.	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

When complete, please forward to the Licensing Officer for the area (and anyone else as per local instructions)

APPENDIX 36d

 Tue 01/08/2017 14:59
Wheeler Simon
CCTV submission

To: 'Eva's Nightclub Reading'; 'Pete Pete'
Cc: Murray Laura; Geldard Clinton
Bcc: 'French, Richard'; 'Naranic, Peter'

Mr Norbury/ Miss Vanessa Palmer

Having been provided with a USB stick on 1st August 2017 with CCTV from the incident on 30th July 2017 it is noted that of the initial request by PC Geldard for all cameras to be produced from 0200 till 0330 hours that has not been fully complied with.

I accept that Mr Norbury stated that the cameras hold so much information that to put all of this onto a format that can be easily transported is difficult, however so far the CCTV provided covers only three of the cameras, one covering the dancefloor, one covering the bar to the right of the dancefloor towards the exit and the front door camera.

Both the dancefloor and bar camera show images from 0000 till 0330 albeit it only the dancefloor camera catches the initial incident at 015 hours onwards.

The front door camera shows the message "No video" suggesting that it is not working or receiving images.

From the footage provided we can see the fight incident which takes place, however further images must be provided in order for us to investigate the nature of and where the knife incident takes place which it is felt may be separate to the fight incident (although not confirmed).

Therefore it is imperative that all cameras from the venue both internally and externally are provided so that it can be determined if any location for the knife incident can be identified as well as for the identification and apprehension of all persons involved in all of the incidents which occurred on the night.

Please can further cameras be provided as requested in the initial data protection request sent by PC Geldard.

In relation to the request for ID scan information so that we can ascertain who was in the premises at the time of the violent incidents Mr Norbury provided a USB which it was stated hopefully may have the requested details attached to it. Unfortunately although it has overall demographic statistics showing the number and gender of persons within the venue it does not hold the ID scan logs containing images and details of the persons whom were scanned on entry.

We require to cross reference these details with persons seen entering the venue on the external and internal entry cameras.

If the further camera images can be provided immediately in line with the original request and in compliance with your licence condition that would be appreciated, as well as updated entry logs.

The USB that Mr Norbury brought to the Police station with the wrongly presented ID scan logs is available for return.

I am available to attend the premises this afternoon if necessary and although I appreciate that the system you are using may be difficult for you to produce the evidence from must remind you that it is incumbent upon you for you to be able to use all systems and produce evidence when requested as your licence condition states.

A failure to produce this evidence is both a breach of your licence conditions and a hindrance to the ongoing Police enquiry.

Regards


Simon Wheeler Police Constable 5787
Advanced Practitioner
Reading Licensing Dept | Reading LPA | Thames Valley Police

Switchboard (non emergency): ☎ 101


Mobile: [REDACTED]
✉ Castle Street, Reading, Berkshire, RG1 7TH

APPENDIX 36e

Wed 02/08/2017 18:00

 Pete Pete <pete.evas@...>
Re: CCTV submission

To: Wheeler Simon

 You replied to this message on 02/08/2017 18:09.

Sent from my iPhone

On 2 Aug 2017, at 17:54, Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk> wrote:

I apologise was off duty when you emailed; I have just been handed a further USB that you brought in this afternoon.

Having looked at the contents we can again only find the basic ID scan demographic information and not the full records of persons that were scanned in using the machine.

I have returned this USB to the front counter along with the other USB mentioned in the email below. Both are available for collection from our front counter staff until 2200 hours this evening or from 0900 in the morning.

For reference they are held in the green tray.

Thanks

Simon Wheeler Police Constable 5787
Advanced Practitioner
Reading Licensing Dept | Reading LPA | Thames Valley Police

Switchboard (non emergency): ☎ 101
Mobile: [REDACTED]
✉ Castle Street, Reading, Berkshire, RG1 7TH

From: Pete Pete [<mailto:pete.evas@...>]
Sent: 01 August 2017 19:11
To: Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk>
Subject: Re: CCTV submission

Hi simon I just seen email I will be on site form 11 am and will get all info for you please feel free to attend while I do this for you sorry but jus read we received paper work you have sent and ovs am trying my best to get all done and deal with I'm sorry this has happend and am going to deal will all for you

Sorry Peter

APPENDIX 36f


Wed 02/08/2017 18:09
Wheeler Simon
RE: CCTV submission
to 'Pete Pete'

Previously Club 20 were able to send over copies of all records in the format below, showing entry time, photo of the person on entry and an image of the ID that they presented.

This may help

0187 -

Entry time: 05/12/2015 - 00:28
ID
Visits: 1



Simon Wheeler Police Constable 5787
Advanced Practitioner
Reading Licensing Dept | Reading LPA | Thames Valley Police

Switchboard (non emergency): ☎ 101
Mobile: [REDACTED]
✉ Castle Street, Reading, Berkshire, RG1 7TH

From: Pete Pete [mailto:pete.evas@thamesvalley.pnn.police.uk]
Sent: 02 August 2017 18:00
To: Wheeler Simon <Simon.Wheeler@thamesvalley.pnn.police.uk>
Subject: Re: CCTV submission

Hi ok I'm on way back in I get sorted one way or another, if I have to get the printer to work would that be ok as I think for data it won't transfer??

Sent from my iPhone

APPENDIX 39

DAY: _____ DATE: _____

DAILY DOOR STAFF REGISTRATION

DUTY MANAGER: _____


DOOR SUPERVISOR'S NAME	SIA NUMBER	TIME IN	INITIALS	TIME OUT	INITIALS
VAIDA DUMBRAVITE	1019 6226 8532 2914	22:00	YD.		
Brandon Charles	0130 11060038 2146	22:00			
Karl Smith	0130 0196 49721251	22:00	KS		KS
Juno Hines	1019 65833661 2001	22:00	J-H		
Kirsty Ritchie	1018 3750 4729 5868	22:00	KB		
Louise Wicks	0130 112250 0703	22:00	LW		
ANUS HARRINGTON	0130 112301 380030	23:00	AH		

OCCUPANCY		INCIDENT DETAIL	TIME
TIME	NUMBER		
22:00	1	Doors open	


DUTY MANAGER'S SIGNATURE: _____

APPENDIX 40

Mon 31/07/2017 15:08

 Pete Pete <pete.evas@...>
Fwd: Incident report 30/07/17

To: Wheeler Simon

 You forwarded this message on 31/07/2017 15:16.


Sent from my iPhone

Begin forwarded message:



From: kirsty butcher <...>
Date: 31 July 2017 at 15:07:27 BST
To: pete.evas@...
Subject: Incident report 30/07/17

At approx 2:15am I saw two males having a heated discussion they both got into each others faces then started to hit each other. It then caused each set of friends from both males to start fighting each other. I called all security to attend we broke up the fight ejected a number of males went back, to find a male on the floor. We carried him to the front the doors and he needed to be assessed and looked over before he was ejected as we noticed he was bleeding from the side of the head. Member of security that dealt with him was brandan this male was one of the males I saw who started the fight. The male who was injured was Asian, long hair tied up, jeans and a blue top. The male did not want to go to hospital against our advice, he asked to leave the premises. We cleaned him up before we let him leave. Due to what happened I called some staff including myself to stand in front of the DJ booth to monitor behaviour and to make sure this didn't happen again, as it was a large fight we didn't get to see everyone that was involved, they was still around that area. We made the decision to stop the music and end the night. I asked a member of security to radio throw to Echo Tango to have police presence outside. Very shortly after this music turned off and it was time to ask people to leave. As the staff was clearing the venue I went out to speak to the officers outside. I spoke to the sergeant and he informed that people were fighting at the top off the road and that they came from evas and to keep everyone inside and not let anyone else out until this is dealt with. I went back inside to keep an eye on things, it started to become very heated inside as no one was leaving. I again went back outside and explained to the sergeant we cannot hold people inside as it was getting heated. He asked to provide more staff outside to clear the people that was hanging out the front, I explained to him this was not possible as it was becoming very heated inside, as I was explaining this a call came threw on the radio that another fight broke out. I opened the doors and allowed the rest of customers to leave. Venue was cleared I provided the staff with hi-vis jackets, taken the staff outside and cleared outside the venue and we monitored outside the chicken shop. As we was doing a de-brief two police officers knocked on the door. I myself spoke to them as they asked for CCTV footage of the fight because someone had come forward with an assault charge. Paul Butcher also spoke to them and explained we need to get in touch with the CCTV man to burn this off. We did not want to do this incase we wiped the footage but I did give them my contact details so I can be called if anything else was requested or needed. K Butcher

APPENDIX 41

 Tue 13/06/2017 14:19
Wheeler Simon
Generic Incident Report for Pubwatch

To: 'Pete Pete'; 'Eva's Nightclub Reading'
Cc: 'Rob Kennedy'


 Message  Generic Incident Report for Pubwatch.doc (65 KB)

Hi Peter

I have just received your voicemail regarding the banning of individuals for Pubwatch.

All you need do is complete the attached document with as much detail as possible of the incident and reasons for the banning proposal.

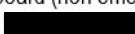
You can also attach still CCTV images if you wish which is useful for individuals not previously known.

Once completed please email to the Pubwatch Chairman  for discussion at the next meeting.

The Police remain impartial in the banning process hence details must be reported via Pubwatch rather than us.

Regards

Simon Wheeler Police Constable 5787
Reading Licensing Dept | Reading LPA | Thames Valley Police

Switchboard (non emergency): ☎ 101
Mobile: 
✉ Castle Street, Reading, Berkshire, RG1 7TH

APPENDIX 42a

Date	Time Seized	Description in doorbook	Received by TVP Y/N	Date received by TVP
16/12/2016	2228	White substance	N	
16/12/2016	2340	White substance	N	
17/12/2016	2230	White substance	N	17/12/2017 PC 1590 (FP)
17/12/2016	2250	White substance	N	17/12/2017 PC 1590 (FP)
11/02/2017	2245	Drugs	N	
04/03/2017	0037	Cannabis	N	
11/04/2017	2300	Pills	Y	11/04/2017 PC 5787 (CP)
13/04/2017	0110	MDMA	N	
13/04/2017	0140	Ketamine	Y	13/04/2017 PC 800 (CP)
13/04/2017	0144	White Powder	N	
21/04/2017	0137	Drug	N	
24/06/2017		White Powder & cannabis	N	
30/06/2017	0057	Grinder	Y	23/07/2017 SDO (FP)
21/07/2017		Weed & MDMA	Y	23/07/2017 SDO (FP)
23/07/2017	1740	Drugs	Y	23/07/2017 SDO (FP)

APPENDIX 42b

2017

1101	23/07/2017	HERBAL MATTER, WHITE POWDER	EVAS
1102	23/07/2017	GRINDER	EVAS
1103	23/07/2017	WHITE POWDER	EVAS

2016

1885	17/12/2016	2X BAGS OF WHITE POWDER	PC CHILDS 1590
------	------------	-------------------------	----------------

I CAN CONFIRM THAT THESE ARE THE ONLY DRUG RELATED ITEMS BOOKED INTO READING FOUND PROPERTY FROM EVAS NIGHTCLUB

FROM: - DECEMBER 2016 - JULY 2017

STATION DUTY OFFICER


21090
M EMMETT

APPENDIX 43



APPENDIX 44

07-30-2017 Sun 01:45:05

NO VIDEO

FRONT DOOR

APPENDIX 3

THAMES VALLEY POLICE

Division/Station : Reading

From : DS 205 Andrew BEENEY
Force Intelligence Team

To : Reading Borough Council Licensing

Ref : Licence Review LP2002089

Date : 3 August 2017

Tel.No.

Subject :

Eva's, 20 Hosier St, Reading, RG1 7JL

Dear Sir or Madam,

I have reviewed any intelligence reports linked to the above premise, and I can state the following:

Thames Valley Police are in possession of recent intelligence to suggest that a disagreement on 6th May 2017, which ended in the slashing of a males face, from the temple to the upper lip, began in Eva's.

Thames Valley Police also hold recent intelligence to suggest Eva's is regularly frequented by members of the criminal fraternity with links to drug dealing, and that drugs are being supplied and used on the premise.

APPENDIX 4



APPENDIX 5

THAMES VALLEY POLICE

Division/Station : Reading

From : PC 5314 UPTON

To :

Ref : URN 245 of 05/08/17

Date : 05/08/17

Tel.No.

Subject :

DISORDER, EVAS, HOSIER STREET, READING

EVAs, Hosier St, FRIDAY 4th AUGUST 2017. Pre planned R&B/RAP event. The management had made a commitment that:

- The Venue will NOT exceed 450
- There will be top number of staff on site managing clientele as stated on Risk assessment
- Stewards to usher people away from the venue also before venue close to stop loitering
- 100% Decanting
- No reusable plastic cups only disposable thin crushable plastic cups
- lights on at 02:30 SHARP
- 02:30-03:00 background music to ensure a slow egress
- Free bottled water at the end of the night

At around 02:30hrs 5th AUGUST 2017 there was a report of a male trying to climb back into the venue who was arrested for D&D. At 03:00hrs there was a mass exodus of people from the venue. Door staff failed to disperse patrons, and were just stood around talking. When directed by officers to start moving people on mass fighting broke out. 200 plus people were stood around with several groups breaking out into brawls. Van of 5 officers had to observe rather than break up fights due to sheer number of people involved. Officers were directed by Insp SMITH to create space and form a line to disperse people. Door staff were still failing to attempt to move people on then did not follow order to form up with police to start dispersal. Police had to call in a great number of units including all nightsafe units, all units from the late shift that were available despite them being due off at 03:00, units from Loddon Valley and a dog unit. West Berkshire unit had to support the LPA by taking on outlying immediates as nightsafe units could not go into EA to get cars and take over the response role. The presence of a large number of officers in a line with high vis jackets helped to calm the crowd down allowing officers to pull back and allow flow of foot traffic away from venue. There were no incidents of violence seen following this withdrawal. Nightsafe units remained on scene to maintain a visible officer presence.

Officers have identified the following issues:

- Venue staff failed to disperse crowd.
- Most were not in high vis making them very difficult to mark out in the crowd.
- Staff had to be told several times to start dispersing the crowd and then to assist officers in maintaining cordon and dispersing crowd.
- Venue failed to turn on lights and facilitate a slow exodus from the venue.
- Venue committed to stewards ushering people away to stop loitering and lights on at 02:30 and free bottled water at the end of the night as well as top number of staff to manage risk. None of these commitments appear to have been put in place.
- Whilst some door staff were very good others were stood with hands in pockets or on phone during disorder. Some were taking selfies with the fights in the background.
- Head doorman was stood smoking during disorder.
- Stewards were unable to follow simple orders by police to try and disperse group

This incident present a clear and present danger to officers and patrons. Anecdotally staff at Eva's described the inside of the club as "Chaos" which could not have been managed with even 50 members of security. The mass exodus with only one real direction of travel from the venue increases the likelihood of incidents of disorder occurring. There were several well know violent service users present in the crowd increasing the risk to all those present. Officers had to create a cordon with batons drawn in the first instance to create a safe area around them as the initial possible response was only around 5 officers, other officers being tied up elsewhere around town or responding to immediate graded incidents due to the response team being already fully committed. There were also a number of cars parked around the venue by patrons which caused further congestion and made the formation of a line of officers very difficult.

GG245-LAU(005)

APPENDIX 6 - Officer Statements from 5th August 2017.

APPENDIX 7 – Echo Tango Camera 1 - 05/8/17

APPENDIX 8 – Echo Tango Camera 17 - 05/8/17

APPENDIX 9 – Echo Tango Camera 9 - 05/08/2017

APPENDIX 10 – Bodyworn Video PC Jerram – 05/08/2017

APPENDIX 11 – Bodyworn Video PC Cunningham – 05/08/2017

APPENDIX 12



Wed 02/08/2017 20:49

Paul B . <pbutcher@██████████>

Updated Measurements for 04/08/17

To King Mike; Licensing; Wheeler Simon

Cc pete.evas@██████████; kirsty butcher

Too All

The Following will be implemented at Evas on the 04/08/17

- The Venue will NOT exceed 450
- There will be top number of staff on site managing clientele as stated on Risk assessment
- Stewards to usher people away from the venue also before venue close to stop loitering
- 100% Decanting
- No reusable plastic cups only disposable thin crushable plastic cups
- lights on at 02:30 SHARP
- 02:30-03:00 background music to ensure a slow egress
- Free bottled water at the end of the night

LICENSING ACT 2003 PREMISES LICENCE - PART A

Reading Borough Council being the Licensing Authority under the above Act,
HEREBY GRANT a **PREMISES LICENCE** as detailed in this licence.

Premises Licence Number	LP2002089
-------------------------	-----------

Premises Details

Trading name of Premises and Address	
Eva's 20 Hosier Street Reading RG1 7JL	
Telephone Number	0118 958 6984

Where the Licence is time limited the dates the Licence is valid
N/A

Licensable Activities

Licensable Activities authorised by the Licence
Exhibition of Films - Indoor & Outdoor Indoor Sporting Events Performance of Live Music - Indoor & Outdoor Playing of Recorded Music - Indoor & Outdoor Performance of Dance - Indoor & Outdoor Anything similar to Live Music, Recorded Music & Performance of Dance - Indoor & Outdoor Late Night Refreshment - Indoor & Outdoor Sale of Alcohol by Retail - On & Off the Premises

Authorised Hours for Licensable Activities

The times the licence authorises the carrying out of licensable activities
Hours for the Exhibition of Films
Monday from 1100hrs until 0300hrs Tuesday from 1100hrs until 0300hrs Wednesday from 1100hrs until 0300hrs Thursday from 1100hrs until 0300hrs Friday from 1100hrs until 0300hrs Saturday from 1100hrs until 0300hrs Sunday from 1100hrs until 0300hrs
Hours for Indoor Sports
Monday from 1100hrs until 0300hrs

Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1100hrs until 0300hrs

Hours for the Performance of Live Music

Monday from 1100hrs until 0300hrs
Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1100hrs until 0300hrs

Hours for the Playing of Recorded Music

Monday from 1100hrs until 0300hrs
Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1100hrs until 0300hrs

Hours for the Performance of Dance

Monday from 1100hrs until 0300hrs
Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1100hrs until 0300hrs

Hours for anything similar to Live Music, Recorded Music and Performance of Dance

Monday from 1100hrs until 0300hrs
Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1100hrs until 0300hrs

Hours for the Provision of Late Night Refreshment

Monday from 2300hrs until 0300hrs
Tuesday from 2300hrs until 0300hrs
Wednesday from 2300hrs until 0300hrs
Thursday from 2300hrs until 0300hrs

Friday from 2300hrs until 0300hrs
Saturday from 2300hrs until 0300hrs
Sunday from 2300hrs until 0300hrs

Hours for the Sale by Retail of Alcohol

Monday from 1100hrs until 0300hrs
Tuesday from 1100hrs until 0300hrs
Wednesday from 1100hrs until 0300hrs
Thursday from 1100hrs until 0300hrs
Friday from 1100hrs until 0300hrs
Saturday from 1100hrs until 0300hrs
Sunday from 1200hrs until 0300hrs

Opening Hours

Hours the Premises is Open to the Public

Monday from 1100hrs until 0330hrs
Tuesday from 1100hrs until 0330hrs
Wednesday from 1100hrs until 0330hrs
Thursday from 1100hrs until 0330hrs
Friday from 1100hrs until 0330hrs
Saturday from 1100hrs until 0330hrs
Sunday from 1100hrs until 0330hrs

Alcohol

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

Sale of Alcohol by Retail - On & Off the Premises

Premises Licence Holder

Name, (registered) address of holder of premises licence

Name: Bar Mango Ltd
Address: 20 Hosier Street, Reading, RG1 7JL

Additional Details

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

Name: Ms Vanessa Zoe Palmer
Address: Poldark Place, Whitley Wood, Reading, RG2 8TQ

Designated Premises Supervisor

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

Personal Licence Number: LP7002952
Issuing Authority: Reading Borough Council

This Licence shall continue in force from 08/06/2017 unless previously suspended or revoked.

Dated: 20 June 2017

Head of Environment & Neighbourhood Services

A handwritten signature in black ink that reads "Alison Bell". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Mandatory Conditions

Supply of Alcohol

To be applied where a premises licence authorises the supply of alcohol

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

Film Exhibitions

To be applied only where a premises licence or club premises certificate authorises the exhibitions of films

- 1 The admission of children to any exhibition of any film must be restricted in accordance with section 20 of Part 3 of the Licensing Act 2003.
- 2 In the case of films which have been classified by the British Board of Film Classification admission of children to films must be restricted in accordance with that classification.
- 3 In the case of films which have not been classified by the British Board of Film Classification, admission of children must be restricted in accordance with any recommendation made by the Licensing Authority.

Door Supervisors

To be applied where a premises licence or club premises certificate includes a condition that any person must be at the premises to carry out a security activity. [Except premises with a premises licence authorising only plays or films or premises used exclusively by a club].

- 1 Each individual present at the licensed premises to carry out a security activity must be licensed by the Security Industry Authority.

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

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

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

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

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

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Supply of Tap Water (commencement date 01/10/2014)

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

Age Verification Policy (commencement 01/10/2014)

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

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

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

(a) a holographic mark, or

(b) an ultraviolet feature.

Drink Measurements (commencement date 01/10/2014)

1. 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."

Minimum Permitted Pricing (commencement 28th May 2014)

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

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

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

(b) “permitted price” is the price found by applying the formula—

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

where—

(i) P is the permitted price,

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

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

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

(i) the holder of the premises licence,

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

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

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

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

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

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

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

Annex 2

N/A

Annex 3

Conditions agreed via Consent Order 14th September 2016

1. All drinks shall be served in polycarbonate containers.

Event Plans

2. A written Event Management Plan for events where the predominant licensable activities involve the performance of recorded or live music with dancing shall be submitted to Thames Valley Police and Reading Borough Council setting out how the event will be managed and the precautions which have been taken to cater for all reasonably foreseeable contingencies and which will demonstrate the procedures, roles and specific responsibilities of the management team, security and associated personnel. The finalised version of such a plan must be submitted at least 7 days prior to the commencement of the event.

3. No event organised by an external promoter shall take place at the premises unless:

a) A written Event Management Plan for the proposed event has been forwarded to Thames Valley Police no less than 7 days prior to the commencement of the event and;

b) Thames Valley Police in the form of an officer of at least the rank of Chief Inspector have not provided the licence holder with a reasonable objection to the holding of the event which is maintained at the time that the event takes place. The Event Management Plan to be provided shall include details of the promoter and any performers that are proposed to perform and shall take account of any intelligence sources readily available to the licence holder. In particular, the name of the proposed headliner shall be checked on the Club Scan device.

Door Supervision:

4. A minimum of five Security Industry Authority (SIA) licensed door supervisors shall be present whenever the premises are being used under the terms of the premises licence from 2100hrs until closing. If customer numbers exceed 375 then six SIA door staff shall be present. If customer numbers exceed 450 then seven door staff shall be present. A register of door supervisors shall be kept. The register shall show the following details:

- SIA registration number;
- Date and time that the door supervisor commenced duty countersigned by the DPS or duty manager;
- Date and time that the door supervisor finished work countersigned by the DPS or duty manager;
- Any occurrence or incident of interest involving crime and disorder or public safety must be recorded giving the names of the door supervisors involved;

- A record of the number of patrons on site must be made hourly in the door register.

The door supervisor register must be kept at the premises and be made available for inspection to an authorised officer of Reading Borough Council or Thames Valley police and shall be retained for a period of one year. All door supervisors shall be clearly identifiable at all times whilst on duty and display Hi-Visibility personalised armbands containing their SIA badge.

CCTV

5. A CCTV system shall be installed in accordance with current or amended Home Office Guidelines relating to UK Police Requirements for digital CCTV systems. The system shall be maintained and operated correctly to the satisfaction of Thames Valley Police ensuring all licensed areas of the premises (except toilet facilities) are monitored - including staircases. All entry and exit point cameras shall enable frontal identification of every person entering the premises in any light condition.

6. All cameras shall continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. Any breakdown or system failure shall be notified to Thames Valley Police and Reading Borough Council immediately and remedied as soon as possible.

7. Except for mechanical breakdown beyond the control of the proprietor, recordings shall be made available to an authorised officer of Thames Valley Police or Reading Borough Council together with facilities for viewing with immediate access by a person qualified to operate the system. Any request from Thames Valley Police or Reading Borough Council for a recording to be made for evidential purposes must be carried out immediately when the premises are attended or within 24 hours in any other case.

Admission

8. The Premises Licence Holder shall ensure all customers, non regular staff, promoters and performers entering the premises are to have their details verified by the Club Scan Device - except for headline performers whose identity is already known. The Club Scan Device shall record the names and dates of birth of all persons entering the premises and retain the image and detail of the ID presented. This should record the date and time of entry for each ID scanned for a period of no less than 31 days. This condition shall not apply whenever the Club Scan Device is not working through no fault of the Premises Licence Holder, provided that arrangements are made for the Club Scan Device to resume working at the earliest opportunity.

9. The licensee must implement a 100% search procedure for all patrons and implement a written policy which has been agreed with Thames Valley Police to prevent illegal weapons and drugs being brought onto the premises. The policy shall include procedures for the search, detection, confiscation, storage and disposal of drugs.

10. Notices shall be displayed advising the public that the right to conduct and outer body search is reserved as a condition of entry and that Thames Valley

Police would be informed if anyone was found in possession of illegal drugs or offensive weapons.

11. No persons under the age of 18 years shall be permitted on the premises during the performance of dance involving entertainment where nudity or other adult entertainment is being performed.

12. The Premises Licence Holder shall ensure that no customers shall be admitted at the premises after 0200hrs. Re-entry for existing customers who are retrieving belongings that have been left inside or who have left the premises to smoke is permitted subject to search by a door supervisor before re-entry.

Dispersal:

13. Recorded music shall be reduced to background level 30 minutes before the end of the time that the premises is permitted to be open to the public.

Initiatives:

14. The Premises Licence Holder shall actively partake in drugs initiatives run by Thames Valley Police - including but not exclusively - drug itemiser, passive drug dogs and spiked drinks campaigns.

15. The management of the premises must continue to be active members of Reading Pubwatch and promote safer Reading Town Centre initiatives.

16. The Premises Licence Holder must adhere to the Code of Practice promoted by the British Beer and Pub Association in respect of drinks promotion. No promotions must take place on the premises that encourage illegal, irresponsible or immoderate consumption of alcohol.

17. A dedicated premises log book shall be used to record any communication with the Town Safe Radio Scheme or Thames Valley Police unless that communication is otherwise recorded, for example via email.

18. The Premises Licence Holder shall participate, as far as is practicable, in the Local Town Safe Radio Scheme when the premises are open for licensable activities after 2100hrs.

19. Signage shall be erected (subject to the requirements for planning permission) at the outside of the premises directing customers not to park outside of the premises but to instead use public car parks.

Public Safety:

1. The maximum occupancy for the premises shall be as follows:

Ground Floor - 300 persons

First Floor - 100 persons

Garden Area - 150 persons

The total capacity for the premises shall not exceed 500 persons at any one time.

2. No less than two lighting units shall be erected at the boundary of the premises with Hosier Street at positions agreed with Thames Valley Police. The lighting units shall be maintained in an illuminated condition during the hours of

darkness whilst the premises are open for licensable activities and for 30 minutes after closing.

Prevention of Public Nuisance

1. The licensee shall ensure that no noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to undue disturbance to local residents.
2. Clearly legible and suitable notices must be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly.
3. A written closure and dispersal policy agreed with Thames Valley Police for controlling the closing of the premises and the departure of customers at the conclusion of the licensed activities shall be put in place and shall be actively operated.

Protection of Children from Harm:

1. The premises shall, at all times, operate a Challenge 25 age verification policy to prevent any customers who appear to the staff member to be under the age of 25 years from purchasing alcohol without having first provided identification. Only a valid British drivers licence showing a photograph of the person; a valid passport or proof of age card showing the 'PASS' hologram or other form of identification recognised by the Licensing Authority as valid are to be accepted as identification.
2. Notices advertising the Challenge 25 policy shall be displayed in prominent positions on the premises.
3. The Premises Licence Holder shall display in a prominent position a copy of their policy on checking proof of age.
4. The Premises Licence Holder shall ensure that all staff shall be trained in procedures to ensure that no underage drinking occurs on the premises. Signed training records must be kept and made immediately available upon request to an authorised officer of Thames Valley Police and Reading Borough Council. These records shall be kept for a minimum of one year.

Annex 4

Plans

As attached plan no.2692-01 & 2692-02 dated Nov 2016