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3 October 2017

Your contact is: Amy Bryan & Peter Driver - Committee Services

NOTICE OF MEETING - LICENSING APPLICATIONS SUB-COMMITTEE 3 - TUESDAY 10 OCTOBER 2017

Further to the agenda for the above meeting, please find attached additional information for Item 3 submitted by the applicant.

If you need any further information please let me know.

Amy Bryan
Committee Administrator

BLACK DIAMOND
108 FRIAR STREET, READING.

SEV HEARING: TUESDAY, 10 OCTOBER 2017

APPLICANT ADDITIONAL EVIDENCE

1. Observations Report from Mark Halton
2. Curriculum Vitae of Simon Bayfield
3. Amended plan as agreed with Police – Drawing 1706 L01 B
4. Amended Operating Policy

Observations Report

MARK HALTON - MJH LICENSING CONSULTANTS LTD

BLACK DIAMOND (CURRENTLY TRADING AS KINKY KOALA) 108 FRIAR STREET READING RG1 1EP.

Introduction.

I have been asked to conduct impartial observations on

- a) The area surrounding the venue currently known as Kinky Koala at 108 Friar Street Reading RG1 1EP.
- b) The area surrounding the licensed venue situated at 61 St. Mary's Butts.
- c) The area surrounding Forbury Gardens.
- d) Valpy Street RG1 1AR.

I have further been instructed to conduct an impartial covert visit to

- a) Licensed SEV premises The Lodge Railway Arches Abattoirs Road RG1 7BL.

The proposed premises Black Diamond, currently known as Kinky Koala, is licensed throughout the week until 03.00hrs for various licensable activities, including the sale of alcohol and music and dance. The premises have a closure time of 04.00hrs throughout the week.

I undertook my observations between 21.00hrs to 04.00hrs on – Friday 22nd September 2017 into Saturday 23rd September 2017.

Personal – Mark Halton.

I have recently retired from the Metropolitan Police Service, completing 30 year's exemplary service.

1985-1987 Westminster Response team police officer

1987-1997 Central Clubs & Vice Unit CO14 posting within as follows :-

- 1987-88 Street Offences Squad dealing with street prostitution, brothels, massage parlors, illegal gaming/casino and both licensed and unlicensed venues for the sale of alcohol;
- 1988-90 Obscene Publications Unit;
- 1990- 93 Field Intelligence officer CO14 Clubs & Vice. Covert policing, surveillance;
A drugs test purchaser and financial investigator used primarily in the night club economy specializing in nightclubs and bars;
- 1993-97 Clubs & Vice Licensing Unit. Supervising and dealing with licensing prosecutions, administration and applications.

1997-01 Westminster Borough Licensing Co-Coordinator. Supervising all licensing teams within the Borough; modifying police process's, particularly prosecutions.

2002-06 Westminster Police Licensing Team. Set up the unit and supervised; wrote the crime reduction management document and assisted with the Westminster Statement of Licensing Policy.

2007-10 Camden Borough Police Response Team.

2010-12 Police Licensing Advisor Home Office. Secondment.

Ran and supervised the Home Office Intensive Support Visit program (ISV) supplying training on legislation, powers and practical implementation to police forces and local authorities nationally. Completed submissions for response to Prime Ministerial Questions (PMQs), advice to various ministers including the Home Secretary. Wrote the then Home Office guidance on expedited reviews and section 19 closure notices. Sat on the boards of Best Bar None, Pub Watch and Purple Flag. During this time assisted in the licensing of the Olympics 2012.

2013-15 Richmond Borough Police Licensing Team. Supervised and organized the police licensing for the Rugby World Cup 2015.

A Home Office qualified Crime Reduction Officer, Crime Prevention Design Advisor and CCTV system approved officer. An expert in crime reduction measures and getting venues experiencing such problems back on track.

Since retiring, have operated as an Independent licensing consultant. Conducting both overt and covert licensing visits, providing 'Reducing the Risk' and Crime Scene Preservation training to major national brands. Investigations into injury/assault allegations by customers. Provided expert witness testimonies and have attended numerous hearings and courts as an expert witness. Of note and relevant to this application, has conducted and supervised between February and September 2017, 13 covert visits to premises benefitting from an SEV licence.

Observations.

- I conducted observations beginning at 21.00hrs.
- The night was mild and clear. The area is mostly well lit and illuminated. My views during the night were clear and unobstructed.
- At 21.00hrs, I attend Forbury Gardens. They are empty and all sets of iron gates leading onto the garden are closed and locked. I observe a security officer in high visibility jacket with torch searching through the garden for anyone inside. I witness him lock one of the gates. The Oracle shopping Centre was closed at 20.00hrs. The Broad Street Mall was closed at 17.30hrs. Apart from small confectionery/cigarette outlets, I have seen no retail outlets operating post 21.00hrs when I started observations.
- At 21.15hrs to 22.10hrs, I walk from Forbury Gardens to Friar Street via Valpy Street. Valpy Street was bereft of pedestrians. I notice one venue, a restaurant, was open at 17-19, it did not look busy. A very quiet street made up from what I could see of mainly office buildings and the Town Hall. I did see a nursery offset from the street obviously closed at time of observation. I then walk westbound along the entire length of Friar Street. It has many licensed premises. I observe the following at the east end of Friar Street.

O'Neill's
Matchbox
Wild Lime
The Monks Retreat
Yates
Walkabout
Pitcher & Piano
QClub
The Bugle
Revolucion De Cuba.

The area is very busy with persons standing outside venues on the footway.

- At the west end of Friar Street, I notice the following venues

Lola Lo
Sub 89
Pop world
The applicant venue currently trading as Kinky Koala
The Hope Tap.

- I make note of the west and east sides of Friar Street because the west end of Friar Street is a lot quieter than the east end, even though there appears to be an opening night event at Pop World. I enter the venue Kinky Koala at approx. 22.00hrs and speak with the manager, Mr Simon Bayfield, the atmosphere at the venue was relaxed and comfortable on the night. I saw no evidence of drunkenness and crime and disorder throughout the observation.
- Traffic is one way in Friar Street (eastbound) and is not busy. It is free flowing and there is no congestion. Pedestrians appear in the main to be walking to or from venues and are in the main couples, mixed groups, groups of males or groups of females. There is a wide-ranging age group from 18 to approx. 50 years. I see no one I would describe as a shopper and no children throughout my observation. Greyfriars Church is completely closed. Sainsburys, across from venue, is closed (21.00hrs closure) and the nursery next to the church is obviously closed. I note that Greyfriars Church is 413 feet away from the Kinky Koala.
- At 22.12hrs, I observe St. Mary's Butts. The church, St. Mary's, is open and appears to be a refuge Centre and base for security and ambulance service. St. Mary's Butts is also extremely busy. I observe the following bars, Coconut Bar; Smokin Billy's (formerly Sugar Lounge); Bar Iguana and The Allied Arms. There is a busy taxi rank across from the venues. St Mary's Church is 341 feet away from Smokin Billy's. The busiest area by far is Gun Street which has the venues Be At One, Zerodegrees and The Purple Turtle. There is a large queue outside Zerodegrees. There is a smaller queue at Be At One but both footways in Gun Street are blocked. It is noisy and busy. This remains so until 23.00hrs when a large queue then forms at The Purple Turtle leading back to the side entrance to The Oracle shopping Centre.
- At 23.20hrs, the front of the Coconut Bar is congested and very busy. Customers are blocking the pavement. There is a large number of persons loitering and waiting to enter Bar Iguana.
- At approx. midnight, I attended premises known as The Lodge Railway Arches, Abattoir Road RG1 7BL. I entered and was greeted by a male door supervisor who indicated for me to walk to the reception desk. I did so and noticed two further male door supervisors standing within the small foyer. I paid a £10 entrance fee and £2 to deposit my jacket (obligatory). I walked through a door into the club. On my right was a bar area and to my left were seating areas and a stage with a metal pole upon it. At the back of the venue and past the stage were curtained booths. I walked to the bar. I was greeted by two females who introduced themselves as [REDACTED] and [REDACTED]. [REDACTED] had long blonde hair tied into a pony tail, spoke with east European accent and wore black bra, knickers and stockings. [REDACTED] spoke in English accent, had long black hair and wore black underwear. We conversed. I discovered [REDACTED] was from Latvia and [REDACTED] from

Milton Keynes. They asked if I wanted to sit with them. I said I would buy a drink. I purchased myself a bottle of beer. I asked both women if they were allowed a drink. ██████ said she would have a vodka and lemonade, ██████ just wanted a water. I again asked if drinking was allowed for the dancers. ██████ informed me it was, if they did not get drunk as it was sackable. We walked into a seating area and had a drink and conversed. I noticed two further male security within the venue. Whilst in the venue I noticed, no female member of security. I asked ██████ if there was a lady who did security during our conversation, she said that 'She didn't think so'. After our conversation, I had a lap dance in the curtained booths at the back of the venue. The dancers made me place my hands by my side. They performed a striptease until fully naked, no contact was made and no breach incurred. I left the venue a little before 01.00hrs.

- At 01.10hrs, I return to Valpy Street. As before it is quiet. The restaurant appears closed. I return to the east end of Friar Street and note O'Neil's is not busy. Venues Wild Lime, Walkabout, Yates, Q Club all seem very busy.
- At 01.20hrs. I observe Gun Street. I notice four high visibility uniformed officers including an Inspector, Sergeant and two Constables standing in the road across from The Purple Turtle and Be At One. I notice two further High visibility uniformed constable stood in St Mary's Butts across from Bar Iguana. This area is very busy. During my observation, I have seen a marked police van patrol the central area but have seen no police on foot at the west end of Friar Street. It is obvious that the main priorities and hot spots for them are St Mary's Butts and Gun Street.
- At 01.25hrs I walk into Friar Street walking eastbound. The Hope Tap is closed. The Kinky Koala is closing. Pop World and sub89 no longer have queues and outside is quiet. McDonalds is busy with persons blocking the pavement outside. It is noisy. I observe that the front entrance to the Central Studios student accommodation is not in Friar Street but Greyfriars Road some 331 feet away from the applicant's venue. At the east end, Q Club is busy with persons outside. It is noisy and people are blocking the pavement. This is replicated at Yates. Matchbox keeps the frontage clear.
- At 02.00hrs O'Neill's and Wild Lime start to empty. At 02.30hrs, there is a gradual dispersal from Yates. Although well behaved there is a lot of noise and customers from these venues do appear to be in high spirits. At 03.00hrs, customers leave the Q Club. There is a lot of loitering as people wait for taxis. Most people walk towards the railway station away from Friar Street. Pitcher and Piano is closed. Revolucion de Cuba is closed.
- At 04.00hrs, Lola Lo and Pop World are closing, people are leaving towards the railway station away from the applicant's venue.

- At 04.00hrs, I conclude observation.

Conclusion.

Throughout my observation, I note the following key points.

Minimal noise was audible from inside the venue.

There was no evidence of drunkenness, violent crime or anti-social behavior on my night's observation from the venue.

There was no evidence of drug dealing or misuse in the venue or immediate external area.

The west end of Friar Street was quieter than the east end.

The most busy, noisy and problematic areas in central Reading on the night were St. Mary's Butts and Gun Street.

The location of the venue, in my opinion, would be suitable for a SEV venue.

It is within the late-night area and currently trades as a night club venue that offers karaoke on the first floor. I have seen no nearby residential property. The nearest I could find was the central studios, student accommodation in Greyfriars Road some 331 feet away from the venue. The entrance is not visible from the venue.

Greyfriars Church was closed, as was the nursery.

Vehicle traffic was not busy throughout the period of observation in Friar Street from 21.00hrs to 04.00hrs. Traffic is one way, free flowing, unobstructed with no congestion.

There are many late-night venues in Friar Street that operate as late-night bars and nightclubs of which the applicant's venue is one.

It is my opinion that the application for an SEV will not add to the cumulative impact in the area. The style of operation of the venue is vastly different to its previous existence as a high capacity nightclub venue. The new type of entertainment is not viewed by the police as problematic, and bears no comparison to a night club for problems connected to the four licensing objectives. In all my service, I had no real serious incidents at venues providing such entertainment as I did with nightclubs. There is a greater control

over the supply of alcohol and less drunkenness by its very nature than there is with a night club or late bar. It is unlikely that the venue will cause any such noise and disturbance when persons leave, that you can directly connect to those venues that have loud fast tempo music, which encourage a high level of alcohol drinking. The venue, as applied for, can only bring a positive change to the area and due to all the reasons, I have witnessed and have given expert opinion on, would in fact, I believe, assist in reducing those problems associated with the area and the four licensing objectives.

This part of Friar Street (west end) is not as busy as the other areas I mention located in the central area.

The venue now known as Smokin Billy's (formerly Sugar Lounge) I am aware has surrendered its SEV. The venue was and is in an extremely busier area, closer to a church that remains open as a refuge for good reason, opposite a very busy taxi rank and is surrounded by venues that are drink led in the early hours. When people leave, although good natured, they can only be described as drunk. This, with Gun Street, the only area I observe a visible on the ground police presence.

The venue known as The Lodge has the benefit of an SEV. I am aware that the local SEV policy does allow for two in the central area. There is currently only one and therefore this application is not against local policy. The Lodge is surrounded by residential properties both flats and houses. The nearest being a block of flats less than twenty metres away. It is also close to a retail park, including a TGI's and a Mothercare (closed at time of visit). The Lodge during my observation appeared to be well run and the conduct of the performers was good. I did not observe any female security at the venue on the night. Performers could drink alcohol with customers, if they did not get drunk, as this was a sackable offence.

I visited Valpy Street during the night. I am aware that the venue currently trading as The Valpy Street Bar & Bistro at 17-19 applied for an SEV previously with a start time of noon, which was later amended prior to the hearing to 19.30hrs and was rightly in my opinion refused as there would still have been visitors to Forbury Gardens, shops and possibly the nursery. This situation simply does not arise with the Black Diamond application and it's opening time of 21.00hrs. I could not see any residential, this is not to say there is not but it appears that the street is, in the main, business premises. At the back of the Town Hall across from the venue is a children's day nursery. The street is quiet throughout.

If this application was granted, it is my opinion that there would be no likelihood of an adverse impact on residents, the business community, the church, nursery or any of the responsible authorities including the police. Crime and disorder levels are likely to be

reduced, improving the character of the locality. There is associated with this type of venue a minimum cause for police intervention.

When the venue operates post 21.00hrs. I observed no shoppers, no children with families and no congestion with vehicular traffic. I can see no negative effect on the Railway station, Town Hall, Museum and Forbury Gardens. Most are closed. I am confident that this premises with the comprehensive management procedures, operating policies and proposed conditions will only enhance the licensing objectives.

All matters relevant in the report on which my expert evidence is given has been included in this report. I believe the facts I state in this report are honest and true and that the opinions I have expressed are correct to the best of my judgement. The fee for this report is not conditional on the outcome of any future case, application or finding.

IMAGES

1. Kinky Koala
2. Lola Lo.
3. Pop world and Sub89.
4. The Hope Tap.
5. Coconut Bar.
6. Smokin Billys (formerly Sugar Lounge).
7. Gun Street. (Queue for Purple Turtle).
8. Gun Street Be At One.
9. Gun Street (Queue for Zerodegrees).
10. Bar Iguana.
11. Forbury Gardens closed gate 21.00hrs.
12. Central Studios Student accommodation Greyfriars Road.

(Image1)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
READING RG1 1EP

(Image 2)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET READING RG1 1EP

(Image 3)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
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(Image 4)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET READING RG1 1EP

(Image 5)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
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(Image 6)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
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(Image 7)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET READING RG1 1EP

(Image 8)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET READING RG1 1EP

(Image 9)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
READING RG1 1EP

(Image 10)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET READING RG1 1EP

(Image 11)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
READING RG1 1EP

(Image 12)



IMPARTIAL OBSERVATIONAL REPORT: BLACK DIAMOND (CURRENTLY KINKY KOALA) 108 FRIAR STREET
READING RG1 1EP

MJH LICENSING CONSULTANTS

'Specialists in risk reduction, training, compliance, observations and investigations for the licensed trade'

Mark Halton | Licence Consultant | 07900 806 864

CURRICULUM VITAE

SIMON BAYFIELD

PROFILE:

I am a hard working and industrial manager with a wide range of skill sets, from fantastic customer service skills to creative and inventive promotional ideas. I have undertaken many different types of management roles from teaching to overseeing multiple different franchises. I have run a variety of businesses from Night Clubs to Venue bars from Sports Centres to Exclusive Clubs. In my time I have organised charity events, to private hires for celebs, taken over problem venues and returned them to their former glory. I believe the multitude of experiences I have had thus far, lend me to being a very versatile and desirable asset to any company.

I have worked in many different towns and cities affording me a unique view into our continuously shaping and culturally diverse communities eating, drinking and socialising habits. In doing this I have enjoyed meeting the challenges that can stem from such experiences head on and though challenging ultimately rewarding.

Everywhere I go I believe in creating a team feel and a strong team culture with incentives and rewards for all the team. I am proud of the part I have played in nurturing and developing many team members over the years into the upwardly mobile free thinking young men and women they are today.

I am both a team player and someone ready to take the lead in any given situation, with great ability to work under pressure to tight timescales and deadlines and because of this I have become a highly organised and meticulous individual able to work in ever changing situations in the business world.

CAREER HISTORY:

Tree House Reading / Kinky Koala 2015 (August) - 2017.....

- General Manager 2 yrs
- 680 capacity / 2 floors and 3 private karaoke rooms and 100 capacity private use room.
- Overhaul venue under review.
- Trade through till court case safely and deal with all legal issues.
- Resource and implement all training h&s, licensing, fire training, risk assessments, recruiting staff and new promoters.
- Establish a working relationship with local authorities to assist in a working future for the venue.
- Over saw refurb/rebrand of Tree House into Kinky Koala and re launch.
- Responsible for menu development, service protocols, drinks suppliers and guest experience

Yates Hounslow 2008 – 2015 April

- General Manager 6 yrs
- 650 capacity / 2 floors, 150 covers max
- 75/25 wet dry split.
- Achieved regular bonus from un invested site (12.4k last financial yr)
- Last 2 yrs YOY growth despite new night club opening
- Assisted in several refurb's Yates and Pop World in the last 2 years.
- Area stock champion for the last 2 financial yrs.
- Area representative for several brand forums.
- Overturned all licensing issues from previous managers.
- Chaired Pub watch & assisted in CLS unit trouble shooting venues in Hounslow.

Sugar Hut Brentwood 2007-2008

- Privately owned Night Club / Thai Restaurant
- 1000 capacity
- 50-60k per week
- 4 Rooms of Entertainment + VIP Room
- Very high profile venue and membership of several thousand.

Yates Guildford + Yates Brighton 2006-2007

- General Manager for about 15 months both sites
- 750 capacity
- 20-22k per week Guildford 25-30k Brighton
- Both were City centre businesses
- Dual site management was challenging but rewarding.

Rat & Parrot/ Ivory Lounge. 2006-2007

- General Manager sent to oversee refit and launch.
- 15k pre launch 28k post launch.
- Tough licensing authority but improved relations with local authorities

Square Balloon Southampton 2002-2006

- General Manager 4 years (2 Floors)
- 30-40k per week Cocktail bar 1650 Capacity
- Manager of the year/best P&L
- Graduate from Legends management development course top 0.2% of the company.

Queen Mother Sports Centre. Cannons H&F 2002-2003

- Largest site in the company (Flag Ship)
- Run in conjunction with Westminster council
- 40 thousand people through the door per month
- Managed 14 different franchises under the one roof and rents

Chicago Rock Cafe Ilford 2001-2002

- 1st experience of launching a new business
- New build in a geographically challenging area.
- 20k net 80/20 wet dry split.
- Supported Chicago's Chelmsford for 3 months in this time.

Destiny Watford 2000-2001

- General Manager
- 2750 Capacity
- 3 room venue
- 80-100k per week

Brannigans Romford 1998-1999

- General Manager
- 1450 capacity
- Company record highest ever take £117k net
- 30-40k average take
- 60-100 cover restaurant 8k food

Hollywood's Romford 1997-1998

- General Manager
- 40-60k per week
- 1st Gm position
- Kids nights /Private Hires/Student Nights/Alternative Nights

EDUCATION:

Sheffield Hallam University 1990-1994

BEd Hons: Physical Education and Sports Science

Key Subjects: Sports Science, GCSE and A-Level studies including:
Bio mechanics and Physiology. All national curriculum sports subjects.

Highfields School and College 1983-1990

A levels and GCSE's

INTERESTS:

I am an active person who enjoys rugby when possible, running, spending time with my friends, going to the cinema, travelling around Europe and the rest of the world and socialising all over the country. I hope in the future to further develop my interests in business studies and development in a greater understanding in the world of management.

Email: [REDACTED] co.uk

Mob: [REDACTED]

All Matt Rawlinson Design LTD drawings to be read in conjunction with Architect, Structural Engineer, M&E Consultants and all other specialist contractors' suppliers drawings for fit out area.

Drawing to be read in conjunction with all other Matt Rawlinson Design LTD drawings for area.

All works to be carried out by recommended installation contractors to manufacturer's instructions/ recommendations

All work should comply with BS Codes of Practice and all Statutory Requirements

All dimensions are in millimetres unless stated otherwise.

Set out to be discussed with Interior Designer prior to commencement of works

The Shop Fit trade contractor must familiarise himself with the site and measure all areas affecting his work. All dimensions to be verified on site prior to manufacture of any artefact or works, on or off site.

Samples of all finishes showing realistic interpretation of material, texture, colour, reflectivity and quality of finishing to be submitted to the Designer for approval, prior to manufacture.

All softwood units and panelling to be in good quality, relatively knot-free softwood, clear and better, unsorted, with sheet materials faced in veneer to provide a good quality finish when varnished.

All edge trims and mouldings to be in solid wood (unless otherwise specified) and finished to match.

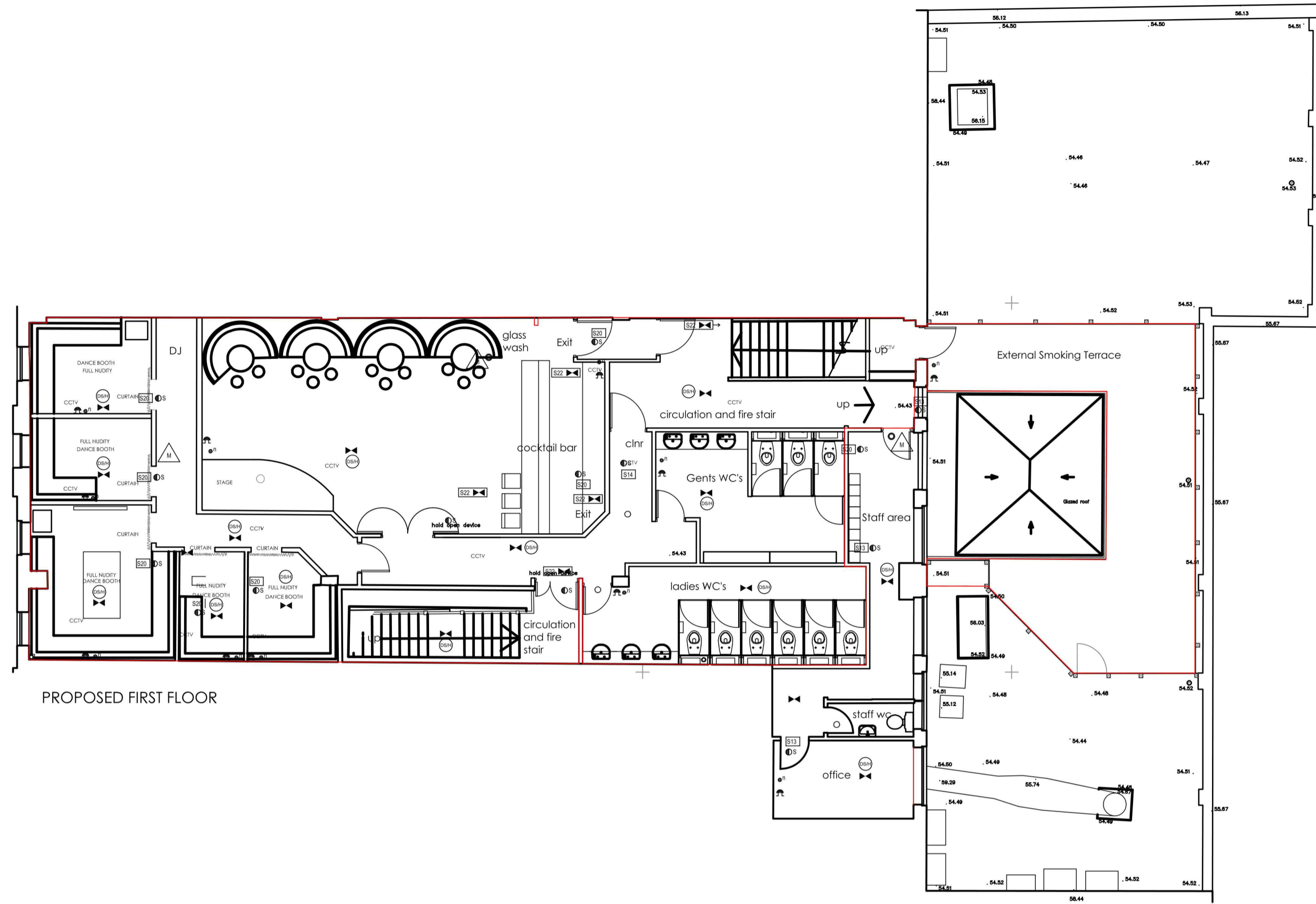
Contractor to ensure that timber is Pre-treated as necessary to comply with F.R requirements of Building Control and all finishes to achieve good quality appearance as specified by architect.

Carcassing should be non-combustible or be certified as minimum Class 1 Surface Spread of Flame, in accordance with BS476 Part 7 1971 or 1987.

Lighting and small power requirements shown are not necessarily the total requirements. Service areas, toilets, air handling, Building Regs requirements, specialist contractors' items e.g stage power is to be specified by "others."

The Contractor is to confirm total requirements with the M&E Consultant and specialist contractors.

All electrics to comply fully with 16th Edition and latest updates & amendments as determined by NICEIC



PROPOSED FIRST FLOOR

All public areas for licensable activities.

Ground Floor = 198 sq.m
 First Floor = 112 sq.m
 OIA Licensed Area = 310 sq.m
 PROPOSED CAPACITY = 500 persons

CAPACITY CALCULATION - GROUND FLOOR

Dining (seating) = 105 sq.m = 120 covers
 Standing Areas = 105 sq.m = 210 persons
 Bar Standing = 15 sq.m = 50 persons
GROUND FLOOR TOTAL CAPACITY = 380 persons

Fire Escapes

Clear width to Entrance = 1520mm = 304 persons
 Clear width to rear F.E. 1 = 1100mm = 100 persons (220 less shared 120 from F.F.)
 Clear width to rear F.E. 2 = 1050mm = 210 persons

Therefore, maximum G.F. capacity = 404 persons, so 380 persons

CAPACITY CALCULATION - FIRST FLOOR

Booth Seating Areas = 32 sq.m = 16 persons
 Standing Areas = 32 sq.m = 64 persons
 Private Dining Areas = 40 persons
FIRST FLOOR TOTAL CAPACITY = 120 persons

Fire Escapes

Clear width to Entrance = 1050mm = 210 persons
 Clear width to rear F.E. = 1400mm = 280 persons

Therefore, maximum F.F. capacity = 210 persons, so 120 persons

Sanitary Requirements

Assuming capacity of 500 (380 for G.F. & 120 for F.F.) & 50/50 split

Female	Male
WC = 11	WC = 2
WHB = 6	Urinal = 5
	WHB = 3

Plus, One Accessible WC on ground floor

Fire Notes

STANDARDS REQUIRED TO BE ACHIEVED IN RESPECT OF FIRE SAFETY

Doors and partitions required to be tested and fit for accordance with British Standards BS 470 (the longer current but latest Building Regulations).
 The fire doors are to comply with British Standards BS 5588.
 The emergency lighting installation is to comply with British Standards BS 5266.
 Illuminated Fire Exit signs are to comply with British Standards BS 5588 and be of the recessed type.
 Fire lighting requirements are to comply with British Standards BS EN 1838, BS 7863 (1999) BS 7033 (1997) and BS 5266 (2000) (2002) (2004).
 Fire safety related signs and notices are to conform to British Standard BS 5499.
 Walls and ceiling linings are to be class 0 surface spread of flame as defined in BS 476 in public areas and class 0 in escape routes.

Temporary hoarding, where appropriate, to be erected to maintain public areas to remain open with adequate lighting to local fire officers from a fire (pending fire extinguisher installation systems to be installed/confirmed).

The speaker system where applicable to comply with British Standard BS 5306 Part 4.

Plan 004 to show required to be secured in to BS EN 1125.
 Table: Escalator and staircase have been tested to BS 5390.

EMERGENCY LIGHTING: The whole of the public areas, including toilets, ante-rooms and corridors are to have non-maintained emergency lighting. Exit routes not covered by normal lighting to have maintained emergency exit signs. Emergency lighting systems to be installed and maintained in accordance with British Standard Code of Practice BS 5266, and in accordance with the recommendations of the Fire Office.

FIRE ALARMS: A fire alarm system is to be fitted with manually operated break glass points. The installation system is to be tested to suit areas for a single evacuation to suit Fire Office requirements. The fire alarm system is to be installed and maintained in accordance with BS 5839. The presence of any mechanical disturbance warning signal, to be immediately a broadcast on intercom and the fire alarm. A certificate should be obtained from the installation engineers to the effect that the system complies with BS 5839. The certificate should be forwarded to the Fire Service Headquarters for perusal.

NOTIFICATION: One general alarm siren with at least a 100 control rating to BS 5266 (2000) in well occupied areas. They are to be positioned to suit Fire Authority requirements, with the siren appropriate one metre above the floor. A siren floor stand should be installed in the kitchen area at a suitable height to facilitate quick and easy removal from the kitchen. All portable extinguishers should be periodically inspected, maintained and tested in accordance with BS 5306.

FIRE DOORS: Fire doors are to be 30min fire resisting door complying with BS 476 Part 7. DOORS to be fitted with fusible links and intumescent seals and must not be opened, or doors which prevent the use of the door to the premises and only be fitted with fastenings which permit the doors to be opened quickly without the use of a key.

CURTAIN BARRIERS UNDER TIMBER RAISED FLOORS: Areas under timber raised floors to be constructed fire proof with minimum thickness of 100mm or any equivalent. Curtain barriers to be 12.5mm thick plasterboard to provide minimum 30 minutes fire resistance from both sides.

CURTAIN BARRIERS ABOVE SUSPENDED CEILING: Areas above suspended ceilings to be constructed fire proof with minimum thickness of 100mm or any equivalent. Curtain barriers to be 12.5mm thick plasterboard to provide minimum 30 minutes fire resistance.

BARRIERS PASSING THROUGH FIRE RESISTING STRUCTURE: All services including ductwork and services which pass through fire resisting structure to be the subject to the satisfaction of the Local Authority Building Control Officer.

- Illuminated Fire Exit Sign
- Illuminated Fire Exit Sign (directional)
- Fire Door Keep Locked
- Fire Door Keep Closed
- Fire Escape Keep Closed

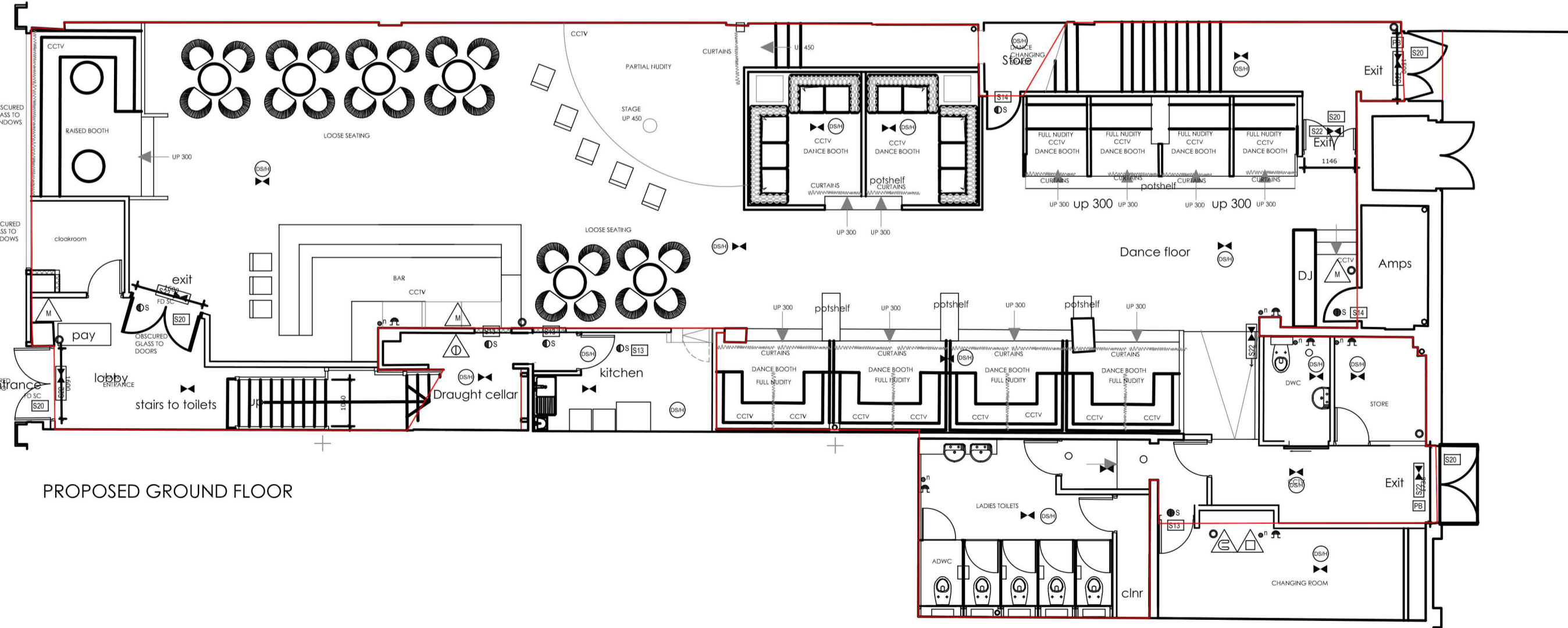
DOOR TYPE KEY

- FOODS
- FOODS
- Standard non-rated door
- Area covered with a system of escape lighting that will illuminate the area upon failure of the normal lighting power supply to a sufficient standard to enable persons to leave the area safely. The escape lighting system shall conform to the British Standard BS 5266 and in accordance with the recommendations of the Fire Office.
- Door which are provided with panic bolts. These must be a notice adjacent to fastening indicating method of opening (min. 50mm high) adjacent.

KEY TO FIRE SAFETY EQUIPMENT

- Fire extinguisher - dry powder
- Water Fire Extinguisher
- Multi Purpose Fire Extinguisher
- Fire blanket in cabinet
- Fire alarm call point
- Fighting near signs to Accessible Toilets
- Audible warning device
- Automatic heat/smoke detector

NOTE: The location and type of any fire safety and other safety equipment is shown as at present. This may be varied from time to time with agreement with the fire officer or after a fire risk assessment.



PROPOSED GROUND FLOOR

Rev B Doors changed to curtains on first floor 27.09.17.

Rev A. Revisions to proposed FF layout. 04.12.14

RAWDESIGN
 COMMERCIAL INTERIOR DESIGN
 client
 Friar Street Reading
 project
 BLACK DIAMOND
 title
 Proposed SEV Plan

scale 1:100
 date 18.07.17
 drawn by PRW
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Dated: 2 October 2017

BLACK DIAMOND

***108 FRIAR STREET
READING RG1 1EP***

OPERATING POLICIES

DANCER CONDUCT

1. Dancers may never give out any personal information, including telephone numbers, or contact details away from the Club. Dancers may provide a customer with the days and the shifts they or other dancers work at the club.
2. Dancers may never accept telephone numbers, address or any other contact information from any customer, except in the form of a business card. Before leaving the premises, dancers must permanently surrender such cards to a member of management (without copying any information).
3. Dancers are never to be in the company of a customer except in designated dance areas.
4. Dancers must never perform a nude table dance except in the designated dance area.

During the performance:

- a. Customers must be seated in an upright position against the back of the booth with their hands by their sides before a dancer can commence a table dance. Customers must remain so seated during the entire dance.
 - b. Dancers may only touch a customer above the customer's chest with only the dancer's hands.
 - c. Dancers must not sit on or straddle the customer.
 - d. Dancers must retain one shod foot on the floor at all times and not place their feet on the booth seat.
 - e. Dancers may not use language of an inappropriate, suggestive or sexually graphic nature at any time.
 - f. Dancers shall immediately dress at the conclusion of the performance before leaving the designated area.
5. Customers are not permitted to dance at any time. Customers must remain appropriately clothed at all times. Neither customer or dancer may remove any of the customers clothing during a performance.
 6. If a customer attempts to touch, or speak to a dancer inappropriately, the dancer must immediately stop the performance and explain the relevant rules. If necessary, ask for assistance from and cooperate with a floor supervisor, who will take appropriate action, which may include escorting the customer out of the Club.
 7. Dancers are never to engage an act of **prostitution** (the receiving of gratuities or payments for any form of sexual favour or offer as such).
 8. Dancers may not accept a customer's offer of payment in return for sexual favours (**solicitation**).
 9. Dancers must not engage in communications that could be deemed as acts of prostitution or solicitation, even if the dancer has no intention of carrying out the act.
 10. Dancers are never to intentionally meet any customers outside of the club.
 11. Dancers are never to agree to meet a customer outside the club.
 12. Dancers must never engage in any unlawful activity within the club.

13. Dancers may never leave the premises during a shift, except in the case of an emergency and then only with the express permission of the duty manager. In that event, dancers must sign out before leaving the premises. If a dancer leaves early, for any reason, the dancer will not be re-admitted during that shift.
14. Dancers will either leave at the end of a shift in a nominated taxi, or a member of security will escort them to their car or off the premises.
15. At the end of the shift, dancers must not leave the premises until they have been cleared to leave by the manager.
- 16. Dancers may consume alcohol in moderation whilst acting as a hostess entertaining a customer.**
17. Dancers must never consume, possess or be under the influence of any unlawful drug or substance, unless it is personally prescribed medication by a registered GP.
18. Dancers are never to invite or knowingly permit dancer's spouse, boyfriend, girlfriend nor anyone else with whom dancers are romantically involved to enter the Club.
19. Dancers are required from time to time to participate in promotional activities and offers as designated by the Club manager:
20. Dancers are required from time to time to participate in stage and podium performances as designated by Club staff
21. For the purposes of safety and standards, the Club may employ the use of closed circuit cameras and radio communications throughout the premises.
22. Any dancer found to be in violation of any of these rules, without exception, will be subject to the disciplinary procedure.
- 23. Dancers shall receive training upon the four licensing objectives with specific regard to the identification and signs of intoxication and drug usage to enable them to make informed decisions to report incidents and customers to the staff and Managers.**

GENERAL HOUSE RULES

- 1. For smokers, you must be seen to wash your hands afterwards and freshen up. When you go out to smoke you must wear a knee length coat outside. All dancers must inform the floor supervisor before going out to smoke.**
2. You must enter and exit via the changing rooms for all stage shows.
3. Themed nights will change each month and sufficient notice will be given prior to these nights. Please read all posters in the changing room, as all dancers must take part in these events.
4. All dancers must try to work a minimum of 3 shifts per week and this will include one weekend night. You must book your shifts a week in advance. You cannot just turn up to work; if you do you will be charged a specified additional house fee on arrival. 24 hours' notice needs to be given when cancelling a shift. If no notice has been given, you will be charged double the house fee when you next work.
5. All holiday must be confirmed with Management in advance before booking.
6. Dancers must sign in before entering the changing room; and pay house fee on arrival. House fees will change throughout the year but sufficient notice will be given prior to the change.
7. No mobile phones on the floor, no chewing gum. If you are caught you will be fined £50.
8. All dancers must declare any money on them prior to the start of a shift to management. Any money found in dancers possession not accounted for will be confiscated.
9. Dancers must also obey at all times the additional house rules. These are subject to change at any time and post in designated area.

GUIDELINES FOR SAFE OPERATION

1. No Person under 18 shall be permitted and a Challenge 25 policy will be in force only accepting government approved photo ID.
2. No person under 18 will be permitted to work at the premises.
3. No solicitation or prostitution is permitted in the premises.
4. The premises will be subject to the presence of a Duty Management including staff and door supervisors at all times during operation. This includes the regular inspections of public toilet areas.
5. All windows and openings will be blocked from public view from the external areas of the premises
6. The SE Licence will be clearly on display available for inspection at all times during operations.
7. CCTV will be installed and in operation during the hours of operations as agreed with local Police. Prominent signs will remind customers of the use of CCTV
8. Performers may not stand in the lobby area nor may it be permitted for them to be visible in any way from the public highway.
9. The duty manager will be named on a sign for each shift.
10. All dancers will be subject to the code of conduct (as detailed in separate section). This will include details of a disciplinary procedure to deal with breaches in the code of conduct.
11. All managers, staff and security staff must sign to acknowledge understanding of the 'Code of Conduct for Dancers'. Any breaches should be reported to the Duty Manager immediately.
12. Duty Manager will check documents regarding proof of age and eligibility to work in the UK and retain photocopies in employment files signing and dating each copy, Employment files to include full facial photograph of all dancers, proof of ID e.g. Passport or driving licence, proof of residence and eligibility to work in the UK.
13. Employment files to be retained for 6 months after the employment ends and to be made available to Police and relevant authorities upon demand.
- 14. The Duty Manager shall not permit any dancer to perform if they are intoxicated through alcohol or drugs.**
15. The license holder must retain an incident log at the premises to record any of the following:
 - a. Ejections from the premises.
 - b. Breaches of Dance Code of Conduct
 - c. Inappropriate customer behaviour
 - d. Incidents of Crime and Disorder
 - e. Any complaint made by public, customer or dancer

- f. Any disciplinary action taken against dancers this log must be include the date; details of staff involved and operational shift when SE licence is in use which will be displayed in the reception area to assist police or council officers inspecting the premises.
16. The duty manager will ensure that the premises operates in accordance with any specific conditions outlined by the SE licence.
17. Management, security and staff will be asked to sign a declaration statement that they fully understand the dancers and customers codes of conduct and they will actively promote them by informing management of any breaches that they see.
18. The duty manager will ensure that the appropriate levels of SIA approved door supervisors are present (for the purpose of monitoring the premises).
19. The duty manager and SIA door staff will actively monitor the licensed area to ensure conditions of the SE licence are upheld and the Dancer and Customer codes of conduct are complied with.
20. Signs in the entry area will display the customer code of conduct on entering the premises and all patrons will be informed of the code.
21. Any customer found to be breaching the code of conduct may be safely ejected from the premises and recorded in an incident register.
22. As a part of the inspection process, all dancers shall be asked to sign a code of conduct which they will be held responsible to adhere to. Any breaches of the code will result in disciplinary procedures.
23. The dancer's code of conduct will be displayed in the entrance area and customers arriving will be directed to review it.
- 24. The licence holder or a member of management will on the next working day after trading inspect the incident log to ensure the quality of the record, and that any action required has been carried out.**
25. The incident log must be available at all times for Police or the local authority to inspect.
26. The Duty Manager will ensure that all performers/dancers complete the register of attendance for each shift. This register must be available for inspection by the police and the local authority.
27. Management, Staff and Dancers and Security will be trained and made aware of all conditions set out within the SEV licence.

CUSTOMER CODE OF CONDUCT

1. Customers should be aware that CCTV is in force throughout the premises during operational hours. This may be reviewed by police and the local authority at any time in line with our statutory obligations.
2. Management reserves the right of admission to the venue.
3. Customers may not touch dancers during a performance.
4. Customers may not make lewd or offensive remarks to dancers.
5. Customers may not harass or intimidate dancers.
6. Customers may not ask dancers to perform any sexual favour.
7. No photography or videoing to be permitted on the premises this includes the use of mobile phones this is restricted to the lobby area only.
8. Any customer failing to adhere to the above will be ejected from the premises

OPERATIONAL STATEMENT

1. The venue will typically open around 9pm.
2. Dancers will arrive early to avoid contact with customers outside the venue.
3. A member of management will greet the dancers and mark them on the attendance sheet.
4. Dancers will get changed into their work clothes.
5. Door supervisors will greet and judge patrons to see if they are suitable to enter the premises.
6. It is anticipated that the venue will not have more than approximately 65 patrons Thursday - Saturday and 20-30 Sunday - Wednesday.
7. The target clientele will be gentlemen and ladies of 25+.
8. Patrons will be explained the general rules of the club.
9. Patrons entering the venue will pay an entrance fee between £15 - £20. Patrons will meet a waitress on entrance and will be escorted to a table.
10. Patrons will be discouraged from ordering drinks at the bar.
11. Dancers will approach patrons, drink, converse and sell private dances starting at £20 for a 3 minute dance and can go up to £400/£500 for an hour.
12. Dances will take place in one of the private booths, VIP suites or public dance areas.
13. There will be a continuous stage show throughout the night. Dancers will take it in turns to dance on the stage.
14. The venue will typically shut at 4am.
15. Door staff will usher patrons out of the venue and into cabs.

WELFARE POLICY

1. When first starting all dancers will receive an induction to the club which will include:
 - A full tour of the building.
 - Awareness of fire exits and procedure.
 - Dance policy, stage and podium requirements explained.
 - Code of conduct fully explained.
 - How and when they are paid.
 - When they can take breaks.
 - Who their point of contact is, should they have any personal or work related problems.
2. Member of management will always be available each shift to listen to any personal or work related problems dancers may have
3. Management will take immediate action should a dancer raise concern over inappropriate behaviour by a customer. This could include a warning of the customer being removed from the premises.
4. Full dressingroom facilities with lockers will be made available.
5. Dancers will be allowed soft drinks free of charge .
6. Door supervision and management ensure the customer code of conduct is adhered and the dancer's safety and welfare is paramount.
7. A first Aider will always be on site during trading hours.

SECURITY

- Gateway Security Services (UK) Ltd T/a Gateway Security Services will be providing the security at Black Diamond, Reading.
- The company has extensive experience supplying door supervisors within the licensed leisure industry.
- The company is fully insured to the sum of £10m pounds.
- Other accreditations and memberships held by Gateway Security Services
- Gateway Security Services always work closely with the local authorities and relevant authorities. They have experience providing security to lap dancing venues having worked with a venue in Guildford. The management have in excess of 30 years' experience in the security industry.

EJECTION POLICIES

Cooperative Patrons

Most non-violent ejections are due to unsuitable behaviour or intoxication. In these circumstances, door supervisors will ask the patrons politely to leave the venue.

They will escort the customers without using any force to the nearest fire exit. Door supervisors will immediately record any ejections in the incident log.

Non-cooperative Patrons

If a customer refuses to leave the venue, a door supervisor may use reasonable and necessary force; this will be the last resort. 'Reasonable and necessary' equals the amount of force needed to overcome resistance according to a person's physical condition, build and perceived threat.

Approved restraint holds may be used to eject the customer out of the nearest fire exist. The door supervisors will come back into the venue and immediately record the incident in the log book.

Drug and Violence Policy

Black Diamond will operate a zero tolerance on all drugs and violence related offences.

Those committing serious drug and violent offences will receive a life time ban from the club.

A full drugs policy will be written up in accordance to the inclusive and preventative policies Reading Police have in place.

Search Policy

Random searches will be conducted on patrons entering the premises

All bags will be searched.

Random searches will be carried out on dancers and staff.