

Hosier Street Food and Drink Quarter Security, Management & Licensing Strategy

REF: P20-0271

DATE: 21st February 2022

INTRODUCTION

- 1.1 Planning Permission (210540) has been granted for the construction and operation of a new food and drink quarter in association with the existing Reading Market operation on Hosier Street, Reading, for a period of five years.
- 1.2 This Security, Management and Licensing Strategy should be read alongside the approved Litter Strategy and submitted Servicing and Delivery Strategy and submitted Refuse and Recycling Strategy.
- 1.3 A Premises License has been granted by Reading Borough Council for the following, under Premises License Number **LP1001149**:
 - Performance of Live Music – Indoor & Outdoor
 - Playing of Recorded Music – Indoor & Outdoor
 - Sale of Alcohol by Retail – On & Off the Premises
- 1.4 The Premises License has been granted with a schedule of agreed Conditions, which are provided at **Appendix 1** of this Strategy. These Conditions will be fully complied with in order for the operation of the site under the Premises License as granted and as per the following:

BOUNDARY TREATMENTS

- The existing palisade fencing to the southern and western boundary will remain in place, as will the gates from the access south.
- The eastern boundary is provided by the existing built form.
- The northern boundary will be formed by the existing wall, atop of which the mesh fencing and planters will be installed, replacing the current poor quality timber fencing. The fencing will be constructed on metal frames which will be fixed together so will not be easily movable. They will also be fixed into the wall / ground on which they will sit.
- The two entrances on the northern boundary will also be gated (to the same height as the fencing), which will be locked when the site is not open.

CCTV CAMERA DETAILS

- Rotating, ball CCTV Cameras will be installed in locations as shown on the plan provided at **Appendix 2** of this Strategy, being the main entrance, the bar area and rear of the site.
- The cameras will continually record whilst the premises are open, and recording kept for a minimum of 31 days.
- The recorded images shall be of such quality as to be able to identify the recorded person in any light.
- Signs shall be placed in prominent positions through out the site in order to notify customers that CCYV is in operation.
- The CCTV recording will be supplemented by Body Worn Video digital recordings by door supervisors as per the below.
- The following camera models will be utilised:
 - Hikvision 16ch Turbo HD DVR, 16ch video & 4ch audio input, Audio Over Coax Cable, 8MP:8fps
 - Hikvision Turbo HD 5MP PoC Turret Camera, 2.8mm lens, up to 40M IR range, 12VDC DS-2CE78H0T-IT3
 - HIK Analog HD 5MP Bullet 2.8mm 40m IR 12VDC/PoC DS-2CE16H0T-IT3E

DOOR SUPERVISORS

- A minimum of two SIA licensed door supervisors shall be employed on Friday and Saturday trading periods from 1800hrs until the last customer has left the premises.
- All door supervisors employed at the premises will be deployed with digitally recording Body Worn Video (BWV). The BWV will be used to record any incidents which occur inside or outside of the premises in accordance with the Premises License requirements.

SITE MANAGEMENT

- The market site will be run and managed by Blue Collar Ventures.
- In addition to relevant operators of the approved units, a representative of Blue Collar Ventures will be present on site during operating hours to ensure that the site is managed and operated in accordance with the requirements of the Planning Permission, License and relevant Strategies approved by the Local Authority.

Appendix 1 – Premises License Conditions

Blue Collar Ventures Ltd - Market Compound, Hosier Street, Reading, RG1 7JL
Proposed Conditions

Reading Borough Council Licensing propose that the following conditions be attached to any licence granted in respect of the above premises:

1. The premises licence holder shall ensure the premises' digitally recorded CCTV system 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. The entire licensable area shall be covered by the CCTV. There shall be at least one camera positioned at each entry and exit point to monitor any external areas to the premises. This includes any areas designated for tables and chairs and/or a designated smoking area. Data recordings shall be made immediately available to an authorised officer of Thames Valley Police or Reading Borough Council together with facilities for viewing upon request subject to the provisions of the Data Protection Act and GDPR legislation. Recorded images shall be of such quality as to be able to identify the recorded person in any light. At least one member of staff on the premises at any time during operating hours shall be trained to access and download material from the CCTV system.
2. The designated premises supervisor or nominated representative are required to contact both Thames Valley Police at licensing@thamesvalley.pnn.police.uk and the Licensing Team at Reading Borough Council at licensing@reading.gov.uk within 24 hours of when they become aware that the CCTV system is not functioning correctly, outlining the reason if known and when it is likely to be repaired and confirmation once the CCTV system is repaired.
3. When the CCTV system has been repaired the designated premises supervisor or nominated representative are required to contact both Thames Valley Police at licensing@thamesvalley.pnn.police.uk and the Licensing Team at licensing@reading.gov.uk informing them of the repair again within 24hrs of the repair.
4. Signs shall be placed in prominent positions on the premises notifying customers that CCTV is in operation.
5. A minimum of 2 (two) SIA licensed door supervisors shall be employed on Friday and Saturday trading periods from 1800hrs until the last customer has left the premises. These licensed door supervisors shall be employed solely for vetting, regulating, controlling and supervising

patrons on or within the immediate vicinity of the premises and to ensure the maintenance of good order, public safety and security.

6. All Door Supervisors employed at the premises will be deployed with digitally recording Body Worn Video (BWV). The BWV will be used to record any incidents which occur inside or outside of the premises involving customers, prospective customers or any staff member that impact on any of the four licensing objectives.
7. The Premises Licence Holder (PLH) shall ensure that all door supervisors whilst employed at the premises shall wear hi visibility jackets/ tabards in bright green, yellow or orange in order that they can be clearly visible and identifiable at all times to the public. When tabards are worn, hi visibility armbands must also be worn that incorporate displaying SIA badges. If hi visibility full sleeved jackets are worn the PLH must ensure that all door supervisors badges are also displayed via an easily visible arm band of a different hi visibility colour to the jacket that is being worn.
8. The Premises Licence Holder shall keep and maintain a register of door supervisors. The register will show the following details:
 - The name, home address and registration number of all door supervisors working at the premises.
 - SIA registration number
 - Date and time that the door supervisor commenced duty, countersigned by the DPS or duty manager.
 - Any incident of crime and disorder must be recorded giving names of the door supervisors involved.
 - Date and time the door supervisor finished work, countersigned by the DPS or duty manager.
 - A record will be kept on site of all SIA checks, on the validity of all door staff licences.
 - The door supervisor register must be kept at the premises and be made available for inspection to an officer of Thames Valley police or an authorised officer from Reading Borough Council.

9. The premises shall primarily operate as a restaurant, serving substantial food **from the commencement of licensable activities until 2100hrs each day. There shall be no sale of alcohol prior to 2100hrs on any day** where substantial food is not also available to purchase.
10. Staff employed to sell alcohol shall undergo training upon induction. This shall include, but not be limited to:
- The premises age verification policy
 - The law relating to underage sales
 - Dealing with refusal of sales
 - Proxy purchasing
 - Recognising valid identity documents not in the English language
 - Identifying attempts by intoxicated persons to purchase alcohol
 - Identifying signs of intoxication
 - Conflict management
 - How to identify and safeguard vulnerable persons who attend and leave the premises
 - Drug Policy and substance awareness, recognise their effects and types of drug paraphernalia i.e. “any equipment, product or accessory that is intended or modified for making, using, or concealing drugs, bongs, pipes, clips, grinders, plastic baggies and similar items”
 - The four licensing objectives

Such training sessions are to be documented and refreshed every six months. All training sessions are to be documented in English. Records of training shall be kept for a minimum of two years and be made available to an authorised officer of Thames Valley Police and Reading Borough Council upon request.

11. All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals book or electronic register, If the record is in written form then it should be documented in a bound book similar to an A4 day by day diary and marked refusals. The book/register shall contain:
- Details of the time and date the refusal was made
 - The identity of the staff member refusing the sale
 - Details of the alcohol the person attempted to purchase

(a) This book/register shall be available for inspection to an authorised officer of Reading Borough Council or Thames Valley Police. A weekly review of the refusals book/register shall also be carried out and signed off by the Designated Premises Supervisor or their nominated representative.

12. All staff to be trained to record any incident which has an impact on any of the four licensing objectives, or instances when authorised officers from Reading Borough or Thames Valley Police have attended the premises. If the record is in written form, then it should be documented in a bound book similar to an A4 day by day diary and marked incident book. It must be completed within 24 hours of the incident and will record the following:

- a) all crimes relating to the premises
- b) all ejections of persons
- c) any complaints received
- d) any incidents of disorder
- e) any faults in the CCTV system
- f) any visit by a relevant authority or emergency service.

The book/register shall be made available for inspection to an authorised officer of Reading Borough Council or Thames Valley Police upon request.

11(a). A weekly review of the incident register shall also be carried out by the DPS.

13. The premises shall at all times operate a Challenge 25 age verification policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years from making such a purchase without having first provided identification. Only a valid driver's licence showing a photograph of the person, a valid passport, military ID or proof of age card showing the 'Pass' hologram (or any other nationally accredited scheme) are to be accepted as identification.

14. Posters advertising the premises' Challenge 25 policy shall be displayed in prominent positions on the premises.

15. The Premises Licence Holder shall display a copy of their written age verification policy on checking proof of age in a prominent position on the premises.
16. No children shall be permitted on the premises at any time, unless they are with a responsible adult.
17. A current written authorisation list shall be displayed in a prominent position on the premises confirming the details of all current staff that have been authorised to sell alcohol by a Personal Licence Holder. The authorisation list shall include, the name of the staff member authorised, the name and personal licence details of the person authorising them to sell alcohol. This list shall also contain the date and signature of the staff member authorised and countersigned by the authorising Personal Licence Holder.
18. A section 57 notice shall be displayed in a prominent position detailing the location of the Part A of the premises licence, and a list of staff members that have an awareness of its location and content.
19. A closure and dispersal policy, submitted in writing to 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. Staff shall be available to ensure that customers disperse quietly from the premises and the area immediately outside the premises.
20. Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly.
21. 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 and businesses. This includes noise from any amplified music or speech played at the premises.
22. The premises licence holder shall risk assess any music acts before they perform at the premises. This risk assessment shall include:
 - i) The type/genre of music to be played
 - ii) The length of time the act shall be performing/playing for

iii) The location within the premises that the performers shall perform from

This risk assessment shall be in a written format and shall be made immediately available for inspection by an authorised officer of Reading Borough Council or Thames Valley Police upon request.

23. The premises shall only provide 1 (one) amplified live music act per month.

24. The premises shall only provide 1 (one) amplified live singing act (with acoustic instrument) per week This shall be at background levels.

25. Periodic observation throughout any entertainment period shall be undertaken by a member of staff at the boundary at reasonable and regular intervals and logged. This log must be made available for inspection by an Authorised Officer of Reading Borough Council.

26. The log book must set out: time and date of observation; observer; observation; action taken to resolve situation. 0 = satisfactory level of noise, unlikely to cause disturbance, up to 5 = severe disturbance, receipt of numerous complaints.

27. The premises licence holder or nominated representative shall actively participate in the local pubwatch scheme should one be operating in the area.

28. The premises licence holder or nominated representative shall participate in the Local Town Radio Scheme when the premises are opened for licensable activities Monday to Sunday inclusive.

29. The premises shall at no time display broadcasts of live sporting events, such as football.

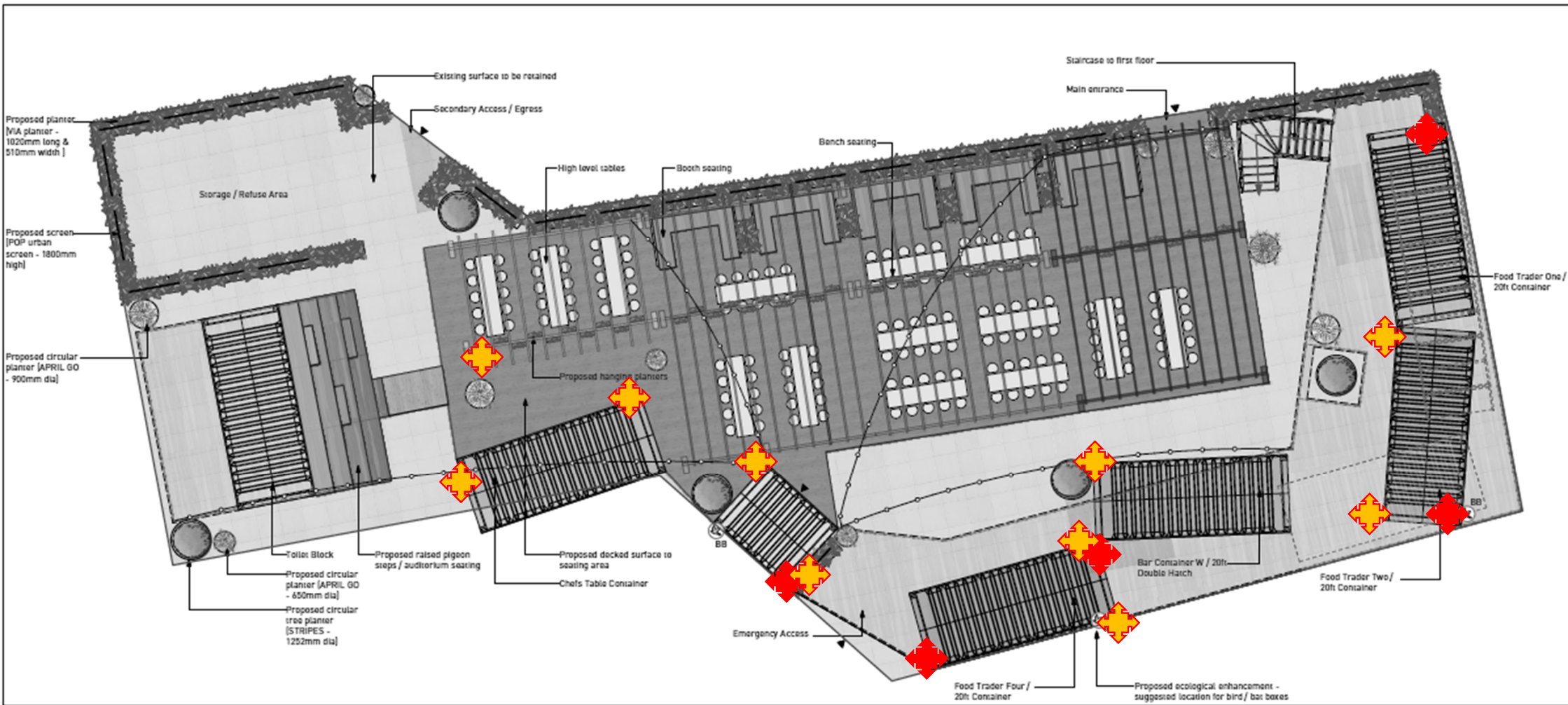
If the applicant is agreeable to the above conditions being attached to the licence, **and to reduce the sale of alcohol to 2230hrs in order to allow for a 30 minute drinking up time**, then, based on current information, Licensing shall not make a representation against the application.

Please respond by: 16/07/2021

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Robert Smalley
Licensing Enforcement Officer

Appendix 2 – CCTV Camera Locations



Low Level Camera



High Level Camera

CCTV Camera Locations