

# Statutory Licensing Sub-Committee

17 November 2022

**Time** 10.30 am      **Public Meeting?** YES      **Type of meeting** Regulatory  
**Venue** Council Chamber, 4th Floor, Civic Centre

## Membership

**Chair** Cllr Phil Page (Lab)

### Labour

Cllr Anwen Muston  
Cllr Rashpal Kaur

Quorum for this meeting is two Councillors.

## Information for the Public

If you have any queries about this meeting, please contact the Democratic Services team:

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**Tel/Email** Tel: 01902 554452 Email: [donna.cope@wolverhampton.gov.uk](mailto:donna.cope@wolverhampton.gov.uk)  
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Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

# Agenda

## Part 1 – items open to the press and public

<i>Item No.</i>	<i>Title</i>
1	<b>Apologies for absence</b>
2	<b>Declarations of interest</b>
3	<b>Licensing Act 2003 - Application for a new Premises Licence in respect of Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD (Pages 3 - 74)</b>

CITY OF  
WOLVERHAMPTON  
COUNCIL

# Statutory Licensing Sub-Committee

17 November 2022

<b>Report title</b>	<b>Licensing Act 2003 – Application for a Premises Licence in respect of Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD</b>	
<b>Wards affected</b>	St Peters	
<b>Accountable director</b>	John Roseblade, Director of City Housing and Environment	
<b>Originating service</b>	Licensing	
<b>Accountable employee</b>	Debra Craner	Section Leader
	Tel	01902 556055
	Email	Debra.craner@wolverhampton.gov.uk

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## Recommendation for decision:

1. To submit for consideration by the Statutory Licensing Sub-Committee an application for a new premises licence.

## **1.0 Purpose**

- 1.1 To submit for consideration by the Statutory Licensing Sub-Committee an application for a new premises licence.

## **2.0 Background**

- 2.1 An application was received on 27 September 2022 from Diamond Club Ltd for a premises licence in respect of Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD. A copy of the application is attached at Appendix 1.
- 2.2 The premises are in the St Peters ward and a location plan is attached at Appendix 2
- 2.3 The application is in respect of Live Music, Recorded Music, Performance of Dance, Sale/supply of alcohol on the premises and Late-Night Refreshments.
- 2.4 The premises are situated within the Cumulative Impact Zone. A copy of the policy and the area which it covers is attached at Appendix 3.
- 2.5 It is the understanding of the Licensing Authority that the application for the premises licence has been made properly. The statutory requirement to give notice of the application has also been complied with.
- 2.6 All Responsible Authorities have been consulted on this application.
- 2.7 Relevant representations have been received from the Licensing Authority, Environmental Health, Public Health and West Midlands Police. Copies of the representations can be found at Appendices 4 to 7 respectively.
- 2.8 The agent, acting for the applicant, has provided a proposed mediation document. This can be found at Appendix 8.
- 2.9 West Midlands Police have mediated with the applicant's agent. This can be found at Appendix 9.
- 2.10 Environmental Health have agreed the proposed mediation document attached at Appendix 8. This agreement can be seen at Appendix 10.
- 2.11 The applicant, the applicant's agent and all those who have submitted representations have been invited to attend the hearing.

## **3.0 Policy Implications**

- 3.1 In the 2020 Statement of Licensing Policy, the Cumulative Impact Policy (CIP) was revised, and consideration was given to the five Cumulative Impact Zones (CIZ) and problem areas bordering them (Special Consideration Areas). Applications received for premises within these areas will be subject to a matrix approach contained within the Statement of Licensing Policy.



- 3.2 The decision supported the view that the number, type and density of premises selling alcohol for consumption and/or late-night refreshment in areas within Wolverhampton City was causing problems of nuisance and disorder and therefore causing an adverse impact on the licensing objectives of prevention of crime and disorder and prevention of public nuisance.
- 3.3 The effect of the CIP is to create a rebuttable presumption that applications in respect of the sale or supply of alcohol and/or late-night refreshment for new Premises Licences, Club Premises Certificates or Provisional Statements and applications for variations of existing Premises Licences, Club Premises Certificates, where the premises are situated in the Cumulative Impact Zone will be refused.
- 3.4 Essentially this means that applications that are likely to add to the existing cumulative impact will normally be refused, unless the applicant can demonstrate in their operating schedule that there will be no negative cumulative impact on one or more of the licensing objectives. (This policy does not act as an absolute prohibition on granting new licences in the Cumulative Impact Zones).
- 3.5 To rebut the presumption, explained in 3.4 above, the applicant is expected to demonstrate through their operating schedule and where appropriate with supporting evidence that the operation of the premises will not add to the cumulative impact already being experienced and so will not have an adverse impact on the Licensing Objectives.
- 3.6 On the 21 November 2021 the Statutory Licensing Committee postponed the review of the current Cumulative Impact Policy until 2023.

#### **4.0 Financial implications**

- 4.1 There are no direct financial implications associated with the recommendations in this report. The fee for this application is £190 and is non-refundable. The fees and charges in relation to the Licensing Act 2003 are set by the Secretary of State. This was noted by the Licensing Committee on 20 January 2022 [SB/16122021/X]

#### **5.0 Legal implications**

- 5.1 Part 4(1) of the Licensing Act 2003 states that a Licensing Authority must carry out its functions under the Act with a view to promoting the Licensing Objectives, namely:
  - (a) The prevention of crime and disorder
  - (b) Public Safety
  - (c) The prevention of public nuisance
  - (d) The protection of children from harm
- 5.2 The general duties imposed on Licensing Authorities means proper consideration must be given to the Licensing Objectives when determining a premises licence application.
- 5.3 Regard shall be had to guidance issued by the Secretary of State under Section 182 and Wolverhampton City Council's Licensing Policy statement which includes a cumulative impact policy.

- 5.4 Section 18 of the Licensing Act 2003 provides the Licensing Authority with powers to grant an application, subject to conditions, where appropriate.
- 5.5 City of Wolverhampton Council has five Cumulative Impact Zones (CIZ's)
- 5.6 Within the Council's Statement of Licensing Policy, Cumulative Impact is defined as the potential impact upon the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area.
- 5.7 The special policy will only be overridden in exceptional circumstances. The effect of this special policy is that applications for new premises licences within the area which are likely to add to the existing Cumulative Impact, will be refused following relevant representations. This presumption can be rebutted by the applicant if they can show that their application will have no negative Cumulative Impact.

In order for the Cumulative Impact Policy to be relevant to this application the Sub-Committee:

I. Should be satisfied it applies due to:

- (a) Premises being located within the Cumulative Impact Zone.
- (b) The likelihood that the activity will have an impact on the licensing objectives.

And where the Cumulative Impact Policy is deemed to apply:

II. Should refuse an application following relevant representations, unless the applicant can show that their application will have no negative Cumulative Impact. [AB/03-11-2022/103]

## **6.0 Equalities implications**

- 6.1 This report has human rights implications for both the premises licence holder and the residents from the local neighbourhood. Any of the steps outlined in Section 4 of this report may have financial implications for a licensee's business and livelihood and/or may have impact on the day to day lives of residents living in close proximity to the premises
- 6.2 Article 8(i) of the European Convention of Human Rights provides that everyone has the right to respect for his/her private family life and his/her home (which includes business premises). This right may be interfered with by the Council on a number of grounds including the protection of rights and freedoms of others. The First Protocol – Article 1 – also provides that every person is entitled to peaceful enjoyment of his possessions and shall not be deprived of his possessions except in the public interest and conditions provided for by law. Members must accordingly make a decision which is proportionate to the hearing and endeavour to find a balance between the rights of the applicant, residents and the community as a whole.

**7.0 All other implications**

7.1 There are no direct implications associated with this report.

**8.0 Schedule of background papers**

8.1 None

**9.0 Appendices**

9.1 Appendix 1- A copy of the application

9.2 Appendix 2- Location Plan

9.3 Appendix 3- Cumulative Impact Zone Policy

9.4 Appendix 4- Licensing Authority Representations

9.5 Appendix 5- Environmental Health Representations

9.6 Appendix 6- Public Health Representations

9.7 Appendix 7- West Midlands Police Representations

9.8 Appendix 8- Agent proposed conditions

9.9 Appendix 9- West Midlands Police agreed mediation

9.10 Appendix 10- Environmental Health agreed mediation

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\* required information

Section 1 of 21

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

System reference: Not Currently In Use. Your reference: Diamond Club Ltd. Explanatory text for both fields.

Are you an agent acting on behalf of the applicant? Radio buttons for Yes and No. Explanatory text: Put "no" if you are applying on your own behalf...

Applicant Details

\* First name, \* Family name, \* E-mail, Main telephone number, Other telephone number.

Include country code.

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

Are you: Radio buttons for Applying as a business or organisation, including as a sole trader and Applying as an individual.

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed...

Applicant Business

Is your business registered in the UK with Companies House? Radio buttons for Yes and No.

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

Registration number: 13871990. Business name: Diamond Club Ltd. VAT number: -. Legal status: Private Limited Company.

If your business is registered, use its registered name. Put "none" if you are not registered for VAT.

**Continued from previous page...**

Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

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

**Premises Address**

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

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

**Section 3 of 21****APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

**Confirm The Following**

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

**Section 4 of 21****NON INDIVIDUAL APPLICANTS**

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

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Limited company

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

\* Date of birth  /  /   
dd mm yyyy

\* Nationality  [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

**Section 5 of 21**

**OPERATING SCHEDULE**

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

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

Provide a general description of the premises

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

The premises is located at 2 Skinner Street, Wolverhampton, WV1 4LD. All activities will take place on the ground floor only, its layout and structural details can be seen in the building's plan attached to this application. Selling of alcohol will take place only at the bar and the consumption of alcohol only inside the building.



**Continued from previous page...**

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

**Section 6 of 21**

**PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes  No

**Section 7 of 21**

**PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes  No

**Section 8 of 21**

**PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes  No

**Section 9 of 21**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes  No

**Section 10 of 21**

**PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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

*Continued from previous page...*

WEDNESDAY

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Will the performance of live music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of live music

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

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

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

On Christmas Eve and New Year Eve the hours and timing for the live music will be 18:00-05:00

**Section 11 of 21**

**PROVISION OF RECORDED MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

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End

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

TUESDAY

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SUNDAY

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Will the playing of recorded music take place indoors or outdoors or both?

- Indoors                       Outdoors                       Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Continued from previous page...

State any seasonal variations for playing recorded music

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

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

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

On Christmas Eve and New Year Eve the timing and hours for recorded music will be 18:00-05:00

**Section 12 of 21**

**PROVISION OF PERFORMANCES OF DANCE**

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes
- No

**Standard Days And Timings**

MONDAY

Start

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Start

End

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

TUESDAY

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SATURDAY

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SUNDAY

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Will the performance of dance take place indoors or outdoors or both?

Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of dance

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

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

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

On Christmas Eve and New Year Eve the timing and hours for provision of performance of dance will be 18:00-05:00

**Section 13 of 21**

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

[See guidance on regulated entertainment](#)

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

Yes       No

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

Yes       No

Continued from previous page...

### Standard Days And Timings

MONDAY

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End

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

TUESDAY

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Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations

**Continued from previous page...**

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

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

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

On Christmas Eve and New Year Eve the hours and timing for late night refreshments will be 23:00-05:00

**Section 15 of 21**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

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

TUESDAY

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WEDNESDAY

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SATURDAY

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**Continued from previous page...**

SUNDAY

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Will the sale of alcohol be for consumption:

- On the premises     Off the premises     Both

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

State any seasonal variations

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

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

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

On Christmas Eve and New Year Eve the timing and hours for supplying alcohol will be 18:00-05:00

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

**Name**

First name

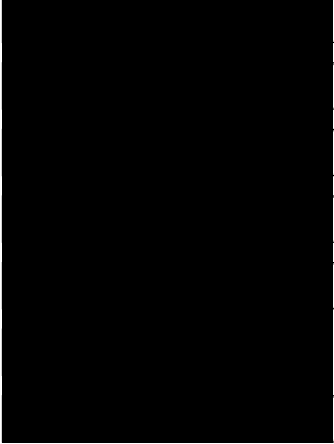
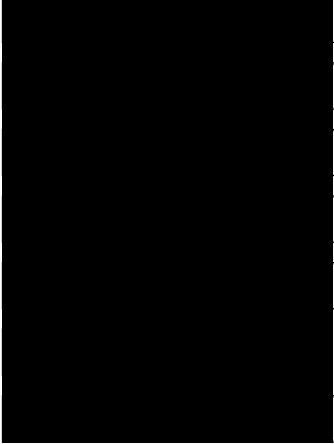
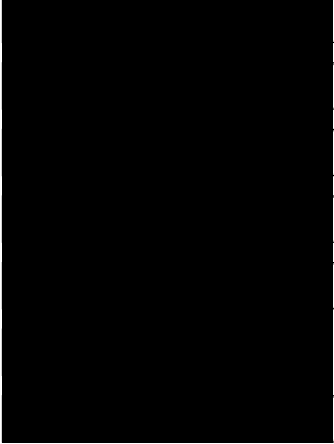
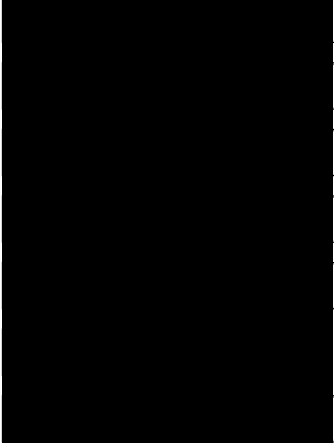
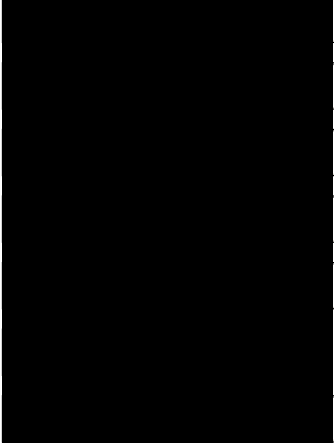
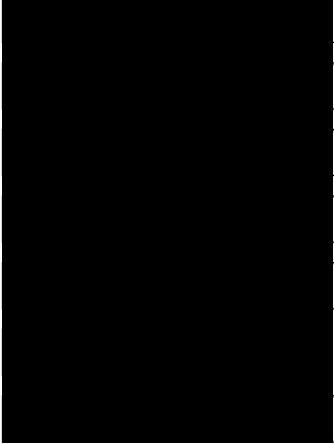
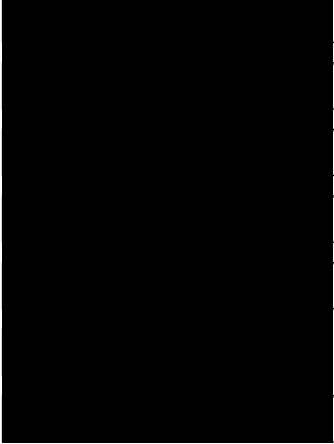
Family name

Date of birth  /  /   
dd      mm      yyyy



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**Enter the contact's address**

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

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

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

Reference number for consent form (if known)

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

**Section 16 of 21**

**ADULT ENTERTAINMENT**

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

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

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

Page 21  
End

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

*Continued from previous page...*

TUESDAY

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WEDNESDAY

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THURSDAY

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SATURDAY

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SUNDAY

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State any seasonal variations

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

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

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

On Christmas Eve and New Year Eve the timings and hours will be 18:00-05:30

**Section 18 of 21**

**LICENSING OBJECTIVES**

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

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

**Continued from previous page...**

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

It will be ensured that at all times when the premises are for any licensable activity, there are sufficient competent staff on duty on the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder. All staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training

b) The prevention of crime and disorder

We will install CCTV system with comprehensive coverage at the premises. Which will be operated and properly maintained at the premises. All recordings will be kept for 31 days. Any incidents of a criminal nature that may occur on the premises will be reported to the Police. A private security company has also been hired and it will be responsible with maintaining safe and law compliant activities within the premises.

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers, fire blankets, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting. All appliances are inspected annually. All emergency exits shall be kept free from obstructions at all times.

d) The prevention of public nuisance

All customers will be asked to leave quietly. Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regards to our neighbors.

e) The protection of children from harm

All persons will be identified based on their ID to prove whether they are over 25 years old. ID or citizen's card or driving licence bearing the photograph and date of birth of bearer. All staff will be trained for UNDERAGE SALES PREVENTION regularly. A register of refused sales shall be kept and maintained on the premises.

**Section 19 of 21**

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

*Continued from previous page...*

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

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

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

**Continued from previous page...**

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

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

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

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

***Continued from previous page...***

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

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

**Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

**Section 20 of 21**

**NOTES ON REGULATED ENTERTAINMENT**

**Continued from previous page...**

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

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

**Continued from previous page...**

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

**Section 21 of 21**

**PAYMENT DETAILS**

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

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

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £87000	£315.00
Band D - £87001 to £125000	£450.00*
Band E - £125001 and over	£635.00*

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

Band D - £87001 to £125000	£900.00
Band E - £125001 and over	£1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

\* Fee amount (£)

190.00

**ATTACHMENTS**

**AUTHORITY POSTAL ADDRESS**



## DECLARATION

- I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

THE INFORMATION GIVEN MAY BE HELD IN MANUAL OR COMPUTERISED FORM AND WILL BE SUBJECT TO THE PROVISIONS OF THE DATA PROTECTION ACT 1998

- This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

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

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

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### Continued from previous page...

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

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

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

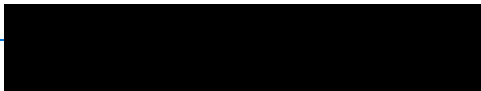
Don't forget to make sure you have all your supporting documentation to hand.

**Consent of individual to being specified as premises supervisor**

Valentin Costin Gavrilă

.....  
*[full name of prospective premises supervisor]*

of



.....  
*[home address of prospective premises supervisor]*

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

New Premises Licence Application

.....  
*[type of application]*

by

Diamond Club Ltd

.....  
*[name of applicant]*

relating to a premises licence

.....  
*[number of existing licence, if any]*

for

Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

.....  
*[name and address of premises to which the application relates]*

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

[Diamond Club Ltd](#)

.....  
*[name of applicant]*

concerning the supply of alcohol at

[Diamond, 2 Skinner Street Wolverhampton WV1 4LD](#)

.....  
*[name and address of premises to which application relates]*

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.

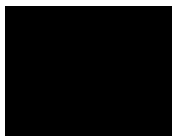
Personal licence number

.....  
*[insert personal licence number, if any]*

Personal licence issuing authority

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

Signed



Name (please print)

[Valentin Costin Gavrilă](#)

Date

[20/09/2022](#)



**Legend**

- Emergency escape route from Upper Circle to Ground Floor
- Emergency escape route from Lower Circle to Ground Floor
- Emergency escape route from Upper Circle to Ground Floor
- Kitchen & Food Preparation
- Bar and Bottle Storage
- Boundary for Licensed area
- Site boundary

**Fire Alarm**  
The fire alarm is to conform to BS 5839 Part 1 2002 with L3 smoke detection. The fire alarm is to be fitted with suitable cut-out/visual signal device to supplement the audible alarm.

**Emergency Lighting**  
Non-maintained emergency lighting to be fitted throughout the premises in accordance with the relevant standards BS 5266 Part 1/6 2005

Maintained illuminated emergency lighting to be fitted above all exits in accordance with the relevant standards BS 5266 Part 1/6 2005.

**Ventilation**  
Ventilation to be all in accordance with ADP Table 2.3. to be designed to work in conjunction with heating system by heating & ventilation engineer.

**Upholstered Furniture**  
Resistant to ignition source: smouldering cigarette as specified in BS EN 1021-1-2006  
Resistant to ignition source: match flame equivalent as specified in BS EN 1021-1-2006  
Resistant to ignition source 5 for upholstery composites as specified in BS 5852:2006, Clause 11.  
If in order to secure compliance with the above standards, if the fabric submitted for test has been treated beforehand with a fire retardant product, the testing laboratory must subject the samples to a walter book test.  
A copy of the laboratory test report from an accredited testing laboratory identifying compliance of the furnishing composite with the above mentioned British Standard must be forwarded to this Authority before installation and confirmation that the furnishings specified in the certificate have been installed in the premises.

**Curtains and other Textile Hangings**  
Curtains and other textile hangings must be inherently flame retardant or be treated with a durable flame retardant. They must be capable of coping with the Type D performance requirements of BS5667, Part 2, 1900 - 'Specification for Fabrics for Curtains and Drapes - Flammability Requirements'.

**Textile floor coverings**  
Textile floor coverings should be tested to BS4790 (effects of small ignition source hot metal test). Vertically hung textiles should conform to BS5436.

**Artificial foliage**  
Artificial foliage and other decorative effects are to be fire retardant to the satisfaction of the Fire Authority.

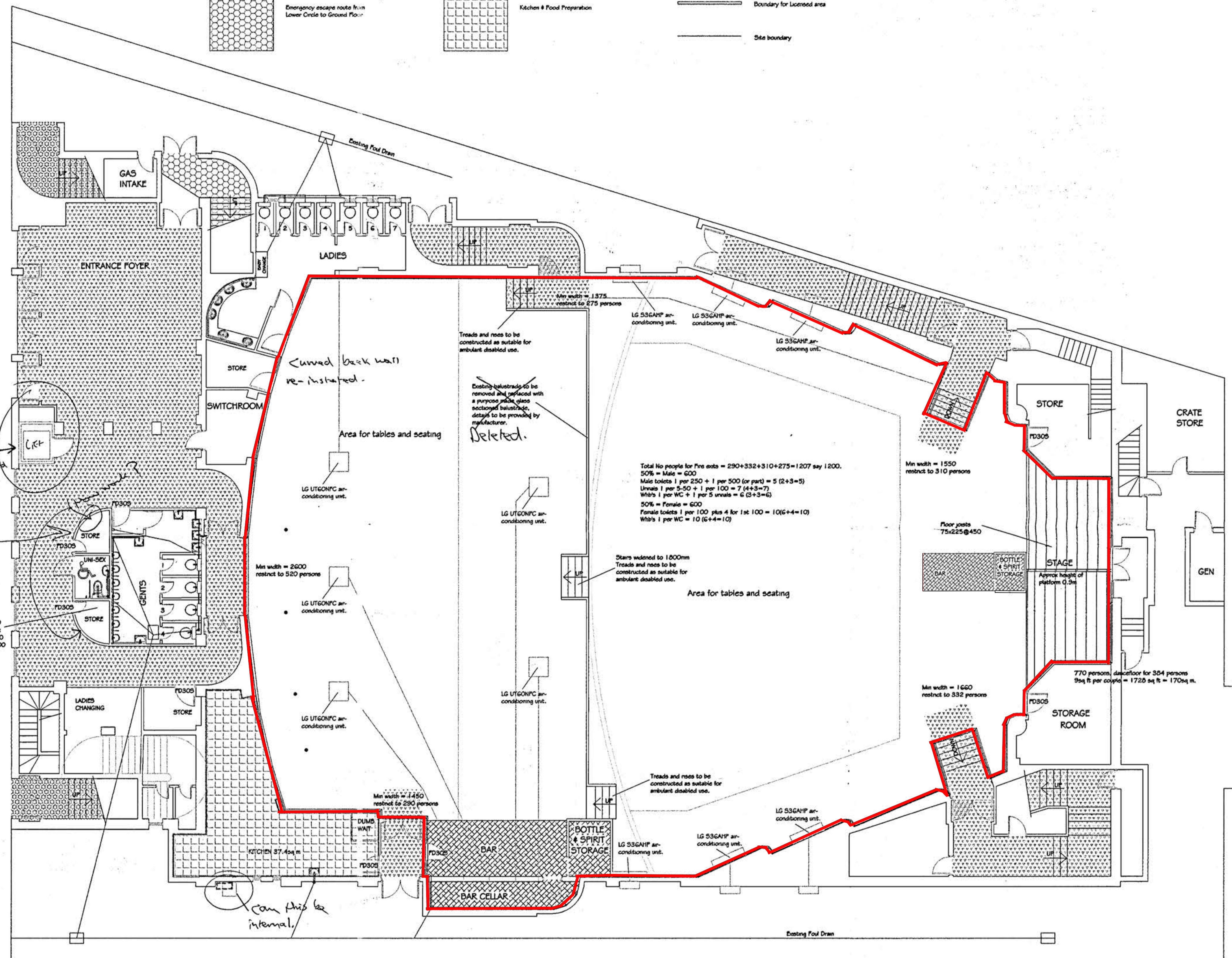
**Fire Resisting Doors**  
Fire resisting doors (FD30S) should also incorporate suitable: Intumescent strips and cold smoke seals and positive self closing devices & selectors if required

**Occupancy**  
The final maximum occupancy figure which must be done in agreement with the fire authority. The agreed figure will be added as a voluntary condition to the premises licence. This will be confirmed in writing to the licensing Authority once the relevant information and appropriate inspections have been carried out. However the overall figure will not exceed the figure set by the Environment Agency.

**Certificates**  
The following certificates will be available to confirm conformity with the relevant standards  
Fire Alarm - commissioning, design and installation  
Emergency lighting  
Upholstered furniture  
Carpets  
Curtains and drapes  
Building Control completion certificate or written consent from the Building Inspector that the premises can be occupied

**Final Inspection**  
The premises will not be open for licensable activity until the Fire Authority have carried out a satisfactory final inspection and confirm this in writing to the Licensing Authority.

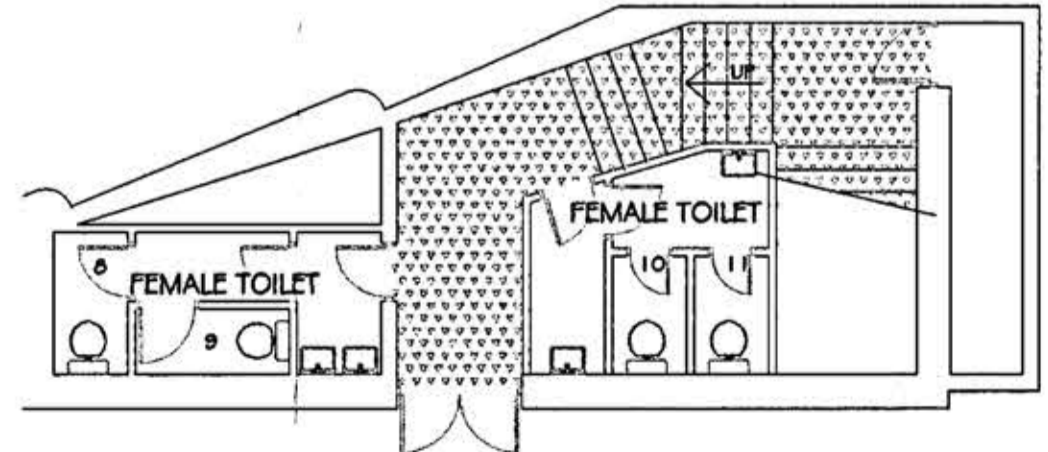
This drawing is to read in conjunction with the 'General specifications' SOLIDUTIONS



Proposed Ground Floor Plan

REGENERATION & ENVIRONMENT  
REC'D - 7 MAY 2008  
REQ No.  
REFERRED TO:

WOLVERHAMPTON CITY COUNCIL  
24 JUL 2008  
**GRANTED**  
THIS IS A PLANNING DECISION



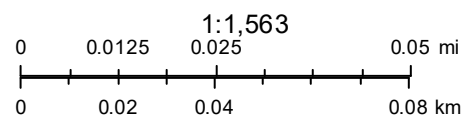
The builder is responsible for checking that all angles, volumes, heights and other dimensions conform to all relevant regulations





11/2/2022, 2:23:19 PM

 Cumulative Impact Zone



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## **CUMULATIVE IMPACT POLICY**

It is not proposed to set quotas for particular types of licences. Applications will be considered on their individual merit thus ensuring that the characteristics of the many different types of licensed activity are fully considered. If crime and disorder or general disturbance/nuisance does prove to be linked to the concentration of customers of licensed premises or activities in these or any other particular areas, then it may be necessary to seek controls over the issue of new licences through a 'Cumulative Impact Policy'.

It would first be necessary to establish that, because of the number and density of licensed premises in a particular area, there are exceptional problems of nuisance, disturbance and/or disorder outside or away from those licensed premises as a result of their combined effect. Where particular premises are identifiable as being responsible for the problems, action will be taken against them.

Before deciding whether to adopt a Cumulative Impact Policy, the Council must be sure that the imposition of individual conditions to particular premises would not solve the problem. The Council has a duty under Section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder.

In the Guidance issued under the Act there are four steps specified to be followed in considering whether to adopt a Cumulative Impact Policy:

- Identification of serious and chronic concern from a responsible Authority or representatives of residents about nuisance or disorder.
- Assessment of causes.
- Where it can be demonstrated that disorder and nuisance is arising as a result of customers of licensed premises, identifying the area from which problems are arising and the boundaries of that area.
- Adopting a policy about future licence applications from that area.

The Licensing Committee will keep any Cumulative Impact Policy under review and modify or remove it, as considered appropriate.

As detailed above the Council recognises that because of the number of and density of licensed premises selling alcohol and/or Late Night Refreshment in particular areas there might be exceptional problems of nuisance, disturbance and/or disorder outside or away from those licensed premises as a result of their combined effect. In these cases it may be necessary to seek controls over the issue of new licences through a 'Cumulative Impact Policy'.

The Licensing Authority is now of the view that in these areas this is causing cumulative impact and designates these areas as Cumulative Impact Zones. The details of the policy specific to each area are described below.

The effect of the Cumulative Impact Policy is to create a **rebuttable** presumption that applications in respect the licensable activities detailed below for new Premises Licences, Club Premises Certificates or Provisional Statements and applications for variations of existing Premises Licences, Club Premises Certificates (where the modifications are relevant to the issue of cumulative impact for example increases in hours or capacity) where the premises are situated in one of the Cumulative Impact Zones will be refused.

To rebut this presumption the applicant would be expected to show through the operating schedule and where appropriate with supporting evidence that the operation of the premises will not add to the cumulative impact already being experienced. This policy does not act as an absolute prohibition on granting new licences in the Cumulative Impact Zones.

The Cumulative Impact Policy will not be used to revoke an existing licence or certificate and will not be applicable to the review of existing licences.





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CITY OF  
WOLVERHAMPTON  
COUNCIL

Debra Craner  
Licensing Services  
City of Wolverhampton Council  
Civic Centre  
St. Peter's Square  
Wolverhampton  
WV1 1SH

25 October 2022

Dear Debra,

**Licensing Act (2003) - New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD - PRE1498**

I write on behalf of the Licensing Authority as a Responsible Authority to submit formal representations to the above application under the licensing objectives of the Prevention of Crime and Disorder, Prevention of Public Nuisance, Public Safety and the Protection of Children from Harm.

The premises is located within the City Centre Cumulative Impact Zone (CIZ). There is a rebuttable presumption that applications within a CIZ will be refused unless the applicant can demonstrate that there will be no negative cumulative impact on the licensing objectives: Prevention of Crime and Disorder, Prevention of Public Nuisance, Protection of Children from Harm and Public Safety.

There is insufficient information within the operating schedule to show how the applicant will address these licensing objectives. Some of the conditions are also unenforceable.

As the premises licence for the venue was revoked on 22 June 2021 by the Statutory Licensing Sub-Committee, due to a cannabis farm on the upper floors of the premises, the Sub-Committee should be given the opportunity to consider this application and its significant omissions.

Should the Sub-Committee be inclined to grant the application, I request that the below modified conditions be included on the licence:

**Modifications to the operating schedule**

**The prevention of crime and disorder**

**To replace:**

From: We will install CCTV system with comprehensive coverage at the premises. Which will be operated and properly maintained at the premises. All recordings will be kept for 31 days.

To: A digital CCTV system will be in place which covers entry/exit points of the premises and all areas where alcohol/money is served/taken, all areas where the public have access, the immediate vicinity outside the premises and any area where searches are conducted. The system will be installed and maintained in working order at the premises during all times when the premises is open. The system's recorded images and video will be high definition, in colour, indicate the correct date and time and be kept for at least 31 days unedited. The footage will enable facial identification of every person entering the premises, in any light condition. At least one designated member of staff will be trained to use the CCTV system and be available to provide downloads upon request or, in any case, within 24 hours. Images and video will be downloadable in a suitable format and provided to any officer of a responsible authority upon request.

From: A private security company has also been hired and it will be responsible with maintaining safe and law compliant activities within the premises.

To: SIA front-line licensed door supervisors used from 20:00 until close of business, at a ratio of at least 1:100. One of these shall be female on Friday, Saturdays and Bank Holidays. SIA door staff will also be used three hours prior to kick-off of Wolverhampton Wanderers home matches, with away fans excluded and during occasions when live music takes place. The SIA door staff will be smart and wearing high-visibility jackets to ensure they can be identified. There will be a radio link at the premises for security. The DPS shall ensure that the provision of door staff at the premises is appropriate to ensure the safe control of the premises and shall review this on a regular basis. A register shall be maintained of all persons engaged as door supervisors, to include the name and SIA number of the staff. A nightly briefing of door supervisor responsibilities shall take place and a written record shall be maintained of the time and dates commenced and finished and signed to confirm the briefing has taken place. Clickers shall be used to monitor and maintain capacity levels. SIA registered door supervisors shall be provided outside of the premise for an additional period of 30 minutes after closing, to assist in the safe and orderly dispersal of patrons from the premises. Body cameras and high visibility vests, tabards or jackets shall be worn by door supervisors when employed in this function.

From: Any incidents of a criminal nature that may occur on the premises will be reported to the Police.

To: An incident book, or record, will be kept and maintained at the premises. Each entry made shall carry the day, date and time that each report was made and pages shall carry sequential numbering. It will record the following:

- (a) All crimes reported to the venue
- (b) All ejections of patrons, with details of the individual(s) if known.
- (c) All complaints received (whether of a criminal or licensing nature).
- (d) All incidents of disorder.
- (e) The seizure of drugs and offensive weapons.

- (f) All visits by a responsible authority or emergency service.
- (g) Any faults in the CCTV system, searching equipment or scanning equipment.
- (h) Any refusal of the sale of alcohol.
- (i) The times on duty and off duty, including names and licence numbers of all licensed door supervisors employed by the premises.
- (j) Any items found during the full site check

The incidents log will be produced to an officer of a responsible authority upon request. Where a crime is believed to have been committed, the incident will be reported to the West Midlands Police. The incidents log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

**To add:**

The DPS or a Personal Licence Holder will be working on the premise at all times licensable activity takes place.

Any live boxing or wrestling must be regulated by an approved regulatory body.

Alcohol must be purchased on site; customers are not allowed to bring their own alcohol for consumption onto the premises.

Signs informing patrons of a zero-tolerance policy to all drugs shall be placed at key locations, including all entrance areas, toilets and the bar area. There shall be a lockable 'drugs box' at the premises to which no member of staff, except the DPS and/or a single designated role-holder at business, shall have access. All controlled drugs (or items suspected to be) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all its contents must be given to West Midlands Police for appropriate disposal.

The previous premises licence holder, Mr Paramjit Singh, will have no involvement with the operation nor management of the business.

The premises will participate in the local link radio scheme and ensure that they have at least one fully functional link radio at all times when the premises is open for licensable activity.

### **The prevention of public nuisance**

**To add:**

Alcohol must not be sold less than 15 minutes before the premises' scheduled closing time.

Customers permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.

All doors and windows will be kept closed from 23:00 hours except for entrances and exits, to allow entry and egress.

All refuse and bottles shall be disposed of in bins quietly so as not to disturb neighbours or local residents. There shall be no disposal of glass bottles and refuse outside between 23:00 hours and 08:00 hours.

### **Public safety**

#### **To add:**

The designated premises supervisor shall ensure that tables are cleared of all bottles and glasses on a regular basis during trading hours to avoid an accumulation of glassware.

The premises licence holder shall ensure that during opening hours there is at least one competent and fully trained person able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises and that adequate records are maintained in relation to the supply of any first aid treatment.

A full site check, including internal and external areas, is to be completed both before and after opening for business, looking for any weapons, illegal substances or insecure areas.

A dedicated area shall be provided for the purpose of providing care to patrons who are in need of assistance through injury or intoxication or awaiting collection. In cases where patrons refuse all offer of assistance, all steps taken by staff at the premise shall be recorded, to evidence what efforts were made to ensure the safety of the individual concerned.

All staff to be trained in order to carry out a safe evacuation of the premises in an emergency and training to be implemented on an annual basis. A record of this training to be kept on the premises and be made available to any responsible authority upon request.

Public areas will be maintained free from obstruction and trip hazards. All exit routes will be kept unobstructed, with non-slippery and even surfaces, free of trip hazards and clearly signed.

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

### **The protection of children from harm**

#### **To replace:**

From: All persons will be identified based on their ID to prove whether they are over 25 years old. ID or citizen's card or driving licence bearing the photograph and date of birth of bearer.

To: The Challenge 25 scheme will be operated to ensure that any person who appears to be under the age of 25 will provide documented proof that they are over 18 years of age. Proof of age will only comprise a passport, photocard driving licence, an EU/EEA national ID card or a card bearing the PASS hologram.

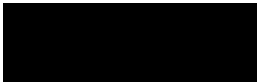
From: A register of refused sales shall be kept and maintained on the premises.

To: An electronic or written refusals log will be maintained at the premises with a record of all refusals of admission or service, including the sale of alcohol. The refusals log will include the basis of a refusal; the person making the decision to refuse; the date and time of refusal. The refusals log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

From: All staff will be trained for UNDERAGE SALES PREVENTION regularly.

To: All customer-facing staff to receive training before their first shift when the premises is open to the public and refresher training every six months on their responsibilities with regard to licensing legislation, underage and proxy sales. Training will also cover Challenge 25, personal safety, conflict management, recognising signs of drunkenness, how to refuse service, the premises' duty of care, company policies and reporting procedures, action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services and the conditions in force under this licence. This training must be documented and produced to an officer of a responsible authority upon request.

Yours sincerely,



**Greg Bickerdike**  
**Licensing Manager**  
**Responsible Authority for the Licensing Authority**

Direct: 

Email: 

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**From:**Sarah Gee  
**Sent:**17 Oct 2022 14:25:33 +0100  
**To:**Licensing  
**Cc:**[REDACTED]  
**Subject:**RE: New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD - PRE

Afternoon

As the venue is currently trading on TENS I still raise objections as the premises is located within the CIZ however I will be mediating with the applicant to draw up an operating schedule. Once mediation has taken place I shall provide the agreed conditions and providing no other responsible authority has put in representations, this should negate the need for a hearing.

I note the last date for representations is 25<sup>th</sup> October 2022.

Many thanks

Sarah

Sarah Gee (she/her)

Senior Officer - City Centre

[REDACTED]

[REDACTED]

[REDACTED]

City of Wolverhampton Council

Twitter: @WVProtect

[Environmental Health](#)

**From:** Sarah Gee  
**Sent:** 03 October 2022 09:07

To: Licensing <Licensing@wolverhampton.gov.uk>

Cc: [REDACTED]

**Subject:** RE: New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD - PRE

Morning

Following a conversation with [REDACTED] where I queried the above applications validity, I was advised to send back my representations to the application with no mediation as the application does not provide sufficient information to allow me to consider the application. There is not enough information to describe what the premises is to be trading as, there is insufficient information to show that the licensing objectives have been met and there is no mention of the fact that the premises is within the CIZ (and the rebuttable presumption that the application will be refused unless the applicant can demonstrate within the application that the granting of the licence will have no negative impact on the area.)

Many thanks

Sarah

Sarah Gee (she/her)

Senior Officer - City Centre

[REDACTED]

[REDACTED]

[REDACTED]

City of Wolverhampton Council

Twitter: @WVProtect

[Environmental Health](#)

CITY OF  
WOLVERHAMPTON  
COUNCIL

Debra Craner  
Licensing Services  
City of Wolverhampton Council  
Civic Centre  
St. Peter's Square  
Wolverhampton  
WV1 1SH

25 October 2022

Dear Debra,

**Licensing Act (2003) - New Premises Licence Application - Diamond, 2 Skinner Street,  
Wolverhampton, WV1 4LD - PRE1498**

I write on behalf of Public Health as a Responsible Authority to submit formal representations to the above application under the licensing objectives of the Prevention of Crime and Disorder, Prevention of Public Nuisance, Public Safety, and the Protection of Children from Harm.

The detail in the operation schedule regarding use of the premises is lacking and some conditions on the application would be difficult to enforce. Public Health are not convinced, given that the premises is in the Cumulative Impact Zone, that the license holder can operate the venue responsibly and uphold the four licensing objectives.

Yours sincerely,

[REDACTED]

Senior Public Health Specialist  
City of Wolverhampton Council

Email: [REDACTED]

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**From:**WV Licensing

**Sent:**5 Oct 2022 09:26:20 +0100

**To:**Licensing; [REDACTED]

**Cc:** [REDACTED]

**Subject:**RE: [External]: New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD - PRE

**CAUTION:** This email originated from outside of the council. Do not click links or open attachments unless you are sure the content is safe.

Good Morning

West Midlands Police are raising representations for this premise licence application under all the licensing objectives, the prevention of crime and disorder, public safety, prevention of public nuisance and the protection of children from harm.

There is no detail in the application of how the venue is going to be used.

The licence conditions/objectives that have been written on the application are not enforceable and lack significant detail. For such a big venue we would expect the premise to have bespoke enforceable conditions, we cannot mediate with the applicant because of the lack of detail.

The suggested DPS does not appear to have a personal licence as the details of holding a licence have not been provided.

The application form has not been signed by anyone.

We also have concerns around the suitability and ability of the proposed licence holder and DPS.

*Kind regards*

[Redacted]

PC 5223 Alison Oldfield

Wolverhampton Partnerships  Licensing and Regulatory Officer

[Redacted]

Email [Redacted]

Licensing email - [Redacted]

[Large Redacted Area]

**From:** [REDACTED]@innpacked.com>  
**Sent:** 24 October 2022 15:52  
**To:** [REDACTED]@police [REDACTED]  
**Cc:** Licensing; Sarah Gee  
**Subject:** 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD  
**Attachments:** Diamond Banqueting Conditions V2.docx

**CAUTION:** This email originated from outside of the council. Do not click links or open attachments unless you are sure the content is safe.

Good afternoon Alison, Sarah and Anita,

I hope that you are all well. As discussed Diamond Club Ltd have instructed us to act on their behalf for their premises licence application.

To that end I have attached the proposed conditions for the licence, taking into consideration your suggestions and the policies in place in Wolverhampton.

I understand that you are busy this week in particular with hearings etc but I would be grateful if you could review the attached and let me know if you have any queries or would need to see any wording changed or further conditions included.

*Kind regards,*

[REDACTED]  
Administrator

DD: [REDACTED]  
[REDACTED]@innpacked.com

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## **General – all four licensing objectives**

We recognise that our premises is located in one of Wolverhampton's special saturation policy areas and is therefore subject to licensing policy for the city centre. We contend, however, that our premises will not contribute to cumulative impact based upon the robust series of proposals we offer below.

In addition, we proposed to include a full set of policies which will strictly adhered to by all of our staff across our company. We will also ensure that the management team are fully aware of Wolverhampton's licensing policy requirements in order to successfully promote the licensing objectives at all times.

Consequently, we contend that this application should be granted.

## **The prevention of crime and disorder**

The Premises Licence holder shall make sure that all staff are trained in the main principles of the Licensing Act 2003, notably the promotion of the four licensing objectives, and the specific conditions of this premises licence before being allowed to sell alcohol.

All staff will receive refresher training every six months about their responsibilities under the Licensing Act 2003 and training records will be available to police and authorised officers on reasonable request.

The Designated Premises Supervisor shall co-operate with reasonable requests made by authorised officers of responsible authorities under the Licensing Act 2003 to ensure the licensing objectives are not undermined. The premises licence holder or the designed premises supervisor will regularly attend pub-watch meets and be part of the Link radio system.

The premises licence holder and/or Designated Premises Supervisor (DPS) shall carry out reviews of security incidents at the premises. Such reviews shall be documented and conducted at least quarterly and include details of any remedial action identified and implemented. Copies of the security review shall be made available upon inspection by a responsible authority, police officer, or authorised officer.

The designated queuing area shall be enclosed within appropriate barriers to ensure that the footway is kept clear. Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by licensed door supervisors to ensure that there is no public nuisance or obstruction to the public highway.

Queuing outside the premises shall be restricted to a designated area located at the front of the premises.

Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.



A Clubscan/IDSCAN or similar system shall be operated at the premises. All persons entering the premises must provide verifiable ID and record their details on the system.

The premises licence holder shall ensure that the provision of door supervisors at the premises is appropriate to ensure the safe control of the premises and shall review this on a regular basis and upon request from WMP.

All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets, vests or armbands.

A minimum of 2 Security Industry Authority SIA-licensed door supervisors shall be on duty at the entrance of the premises at all times while it is open for business.

Door supervisors shall be employed at the ratio of 2 door supervisor for every 100 customers (or part thereof).

At least 1 female door supervisor(s) shall be on duty at the premises at such times as door supervisors are required to be provided.

When the premises are carrying on licensable activities after 22:00 hours, at least 2 registered door supervisors are to be on duty at each door used for entry or exit. A minimum of 2 SIA-licensed door supervisors shall be on duty at the exit from the premises to ensure orderly dispersal from 00:00 hours until the area immediately outside the premises is clear of customers at the close of business.

Any door supervisors on duty at the premises must be supplied by an SIA- Approved Contractor Scheme company.

All door supervisors shall be briefed on their responsibilities and relevant company operating procedures before they commence duty.

An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to WMP or an authorised officer of the licensing authority, which will record the following incidents including pertinent details: the times on duty, names and the licence numbers, of all licensed door supervisors employed by the premises.

The premises licence holder and/or DPS shall carry out a documented risk assessment on the need for searching patrons entering the premises. The risk assessment shall be reviewed regularly and no less than every six months.

CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition.

Cameras shall encompass all ingress and egress to the premises, fire exits, outside, all area's where licensable activities are taking place and all areas where the sale/ supply of alcohol occurs.

A monitor shall be mounted on the wall at the premises where it is clearly visible to all members of the public.

The monitor shall show the live CCTV footage being recorded.

Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand.

The premises licence holder/ designated premises supervisor must ensure that they or an appointed member of staff is capable and competent at downloading CCTV footage in a recordable format EITHER DISC or USB to the Police/Local Authority on demand.

The Recording equipment and tapes/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual.

An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded.

In the event of technical failure of the CCTV equipment the Event Supervisor MUST report the failure to the Police immediately.

Only persons entitled to work in the UK may be employed at the premises, with employment records kept, which will be made available for inspection by the police or responsible authorities without delay at their request.

An incident log must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol, including those unable to provide acceptable proof of age
- (h) any visit by a relevant authority or emergency service

The premises must have a written drugs policy which all staff at the premises shall receive regular training on and written records of such training will be maintained.

Any drugs found on the premises will be seized and will be recorded in a Police issued drugs index and stored in a Police approved lockable safe on the premises or handed to Police if an arrest is made.

Any drugs found on the premises will be seized and will be recorded in a Police issued drugs index and stored in a Police approved lockable safe on the premises or handed to Police if an arrest is made.

### **Public Safety**

Regular inspections of the premises will take place to identify any hazards that are likely to put staff and customers at risk from harm. The findings of these inspections should be documented, and hazards should be dealt with within a time scale based on risk assessment.

All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

No accumulation of combustible rubbish, dirt, surplus material or stored goods shall be permitted to remain in any part of the premises except in an appropriate place and of such quantities so as not to cause a nuisance, obstruction or other safety hazard.

Drinks shall be served in containers made from polycarbonate.

Regular checks and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms and equipment to ensure their continued safe operation. A written record of these checks shall be kept and made available to an authorised officer of the licensing authority.

The premises licence holder shall ensure that a suitable fire risk assessment and emergency plan is in place at all times.

The edges of the treads of steps and stairways shall be conspicuously displayed.

A minimum of one qualified first aider shall be onsite when licensable activities are taking place.

An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.

The DPS will obtain the Level 3 Award for Designated Premises Supervisors Awarding within 6 months of becoming DPS

## **The Prevention of Public Nuisance**

Noise and disturbance from the premises or users of the premises must not negatively impact on the nearest noise sensitive properties.

Provide containers to collect any litter created by patrons smoking outside the premises and ensure any smoking litter is removed on a regular basis.

Noise from patrons using any external areas to queue or to smoke, shall be effectively managed to ensure no disturbance is caused at the nearest noise sensitive properties.

Signs requesting patrons to use external areas quietly and to leave the premises quietly shall be placed at all exits.

Deliveries to the premises and collections from the premises shall be made at times that do not cause a noise nuisance to nearby residents.

An A4 Public Space Protection Order (PSPO) notice, provided by the Licensing Authority will be displayed prominently on the premises.

Apart from normal entrance and egress all external windows and doors shall be kept shut at all times when regulated entertainment is being provided.

Entertainment shall be held internally only; no music or speakers shall be provided to external areas of the premises.

Patrons smoking outside the premises shall be monitored regularly to ensure the potential for noise nuisance is controlled.

Clear and legible notices shall be prominently displayed at any area used for smoking requesting customers to respect the needs of local residents and use the area quietly.

Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 19:00 and 07:00.

Between the hours of 21:00 and 07:00 no waste/glass bottles shall be moved or deposited outside

The premises licence holder will keep a dispersals policy and ensure that all staff are fully trained in all aspects of the policy.

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

The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised

person (as defined by Section 13 of the Licensing Act 2003) or the police or an authorised Trading Standards Officer of Wolverhampton Council.

Prominent, clear and legible signage shall also be displayed at all entrances to the premises as well as at, at least one location behind any bar advertising the scheme operated.

A written register of refusals will be kept including a description of the people who have been unable to provide required Identification to prove their age.

Such records shall be collected by staff and produced to the police or an authorised person (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Wolverhampton Council.

Children under the age of 18 will not be permitted on the premises.

Staff will be required to complete our training manual on the responsible sale of alcohol as well as the licensing law and our policies prior to being able to work at the event.

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**From:** WV Licensing <wv\_licensing@westmidlands.police.uk>  
**Sent:** 03 November 2022 10:30  
**To:** [Redacted] Licensing; [Redacted]  
**Subject:** RE: [External]: New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD - PRE  
**Attachments:** Diamond Banqueting Conditions V3.docx; signed mediation diamond.docx

**CAUTION:** This email originated from outside of the council. Do not click links or open attachments unless you are sure the content is safe.

Good Morning.

Further to my below email West Midlands Police have mediated with the applicant, please see attached signed mediation documents.

The Representative for the premise licence holder has amended the Conditions first submitted as per attached also for ease, to encompass what we have mediated.

Further to these amendments being made this should negate the need for a hearing subject to no other Responsible Authority making representations.

*Kind regards*  
*Alison*

PC 5223 Alison Oldfield  
Wolverhampton Partnerships – Licensing and Regulatory Officer

## **General – all four licensing objectives**

We recognise that our premises is located in one of Wolverhampton's special saturation policy areas and is therefore subject to licensing policy for the city centre. We contend, however, that our premises will not contribute to cumulative impact based upon the robust series of proposals we offer below.

In addition, we proposed to include a full set of policies which will strictly adhered to by all of our staff across our company. We will also ensure that the management team are fully aware of Wolverhampton's licensing policy requirements in order to successfully promote the licensing objectives at all times.

Consequently, we contend that this application should be granted.

## **The prevention of crime and disorder**

The Premises Licence holder will train all staff in the main principles of the Licensing Act 2003, notably the promotion of the four licensing objectives, and the specific conditions of this premises licence before being allowed to sell alcohol.

All staff will receive refresher training every six months about their responsibilities under the Licensing Act 2003 and training records will be available to police and authorised officers on reasonable request.

The Designated Premises Supervisor shall co-operate with reasonable requests made by authorised officers of responsible authorities under the Licensing Act 2003 to ensure the licensing objectives are not undermined. The premises licence holder or the designed premises supervisor will regularly attend pub-watch meets and be part of the Link radio system.

The premises licence holder and/or Designated Premises Supervisor (DPS) shall carry out reviews of security incidents at the premises. Such reviews shall be documented and conducted at least quarterly and include details of any remedial action identified and implemented. Copies of the security review shall be made available upon inspection by a responsible authority, police officer, or authorised officer.

The designated queuing area shall be enclosed within appropriate barriers to ensure that the footway is kept clear. Any queue to enter the premises that forms outside the premises shall be kept orderly and supervised by licensed door supervisors to ensure that there is no public nuisance or obstruction to the public highway.

Queuing outside the premises shall be restricted to a designated area located at the front of the premises.

Any person who appears to be intoxicated or who is behaving in a disorderly manner will not be allowed entry to the premises

A Clubscan/IDSCAN or similar system shall be operated at the premises. All persons entering the premises must provide verifiable ID and record their details on the



system. This will be made available for inspection by any Responsible Authority, upon reasonable request

The premises licence holder shall ensure that the provision of door supervisors at the premises is appropriate to ensure the safe control of the premises and shall review this on a regular basis and upon request from WMP.

All security and any staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets or vests.

A minimum of 2 Security Industry Authority SIA-licensed door supervisors shall be on duty at the entrance of the premises at all times while it is open for business.

Door supervisors shall be employed at the ratio of 2 door supervisor for every 100 customers (or part thereof).

At least 1 female door supervisor(s) shall be on duty at the premises at such times as door supervisors are required to be provided.

When the premises are carrying on licensable activities after 22:00 hours, at least 2 registered door supervisors are to be on duty at each door used for entry or exit. A minimum of 2 SIA-licensed door supervisors shall be on duty at the exit from the premises to ensure orderly dispersal from 00:00 hours until the area immediately outside the premises is clear of customers at the close of business for a period of no less than 30 minutes after close.

Any door supervisors on duty at the premises must be supplied by an SIA- Approved Contractor Scheme company.

All door supervisors shall be briefed on their responsibilities and relevant company operating procedures before they commence duty.

A door staff log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to WMP or an authorised officer of the licensing authority, which will record the following incidents including pertinent details: the times on duty, names and the licence numbers, of all licensed door supervisors employed by the premises

Knife arch: A knife arch will be in place on all entrance points and will be used as a condition of entry into the venue. This knife arch and any knife wands will be maintained in good working order and if it breaks, West Midlands Police are to be informed and action taken to repair at the earliest opportunity

A Colour CCTV system will be in place which covers entry/exit points of the premises and all areas where alcohol/money is served/taken, all areas where the public have access, all area where searching is taking place and the immediate vicinity outside the premises. The system will be installed and maintained in working order at the premises

during all times when licensable activities are authorised by the licence. The system's recorded images and video will be of court-evidential high quality, indicate the correct date and time and be kept for at least 31 days unedited. At least one designated member of staff will be trained to use the CCTV system and be available to provide downloads upon request or, in any case, within 24 hours. Images and video will be downloadable in a suitable format and provided to any officer of a responsible authority upon request. Signs will display that CCTV is in operation.

A monitor shall be mounted on the wall at the premises where it is clearly visible to all members of the public.

The monitor shall show the live CCTV footage being recorded.

Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days and handed to Police on demand.

The premises licence holder/ designated premises supervisor must ensure that they or an appointed member of staff is capable and competent at downloading CCTV footage in a recordable format EITHER DISC or USB to the Police/Local Authority on demand.

The Recording equipment and tapes/discs shall be kept in a secure environment under the control of the DPS or other responsible named individual.

An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded.

In the event of technical failure of the CCTV equipment the Event Supervisor MUST report the failure to the Police Licensing immediately.

Only persons entitled to work in the UK may be employed at the premises, with employment records kept, which will be made available for inspection by the police or responsible authorities without delay at their request.

Incidents log: An electronic or written incidents log will be maintained at the premises with a record of all incidents of crime and disorder reported to or by the premises; all ejections of patrons; any complaints received; seizures of drugs, offensive weapons, fraudulent ID or other items; any faults in the CCTV system, searching equipment or scanning equipment; any visit by a relevant authority or emergency service. The incidents log will be produced to an officer of a responsible authority upon request. Where a crime is believed to have been committed, the incident will be reported to the West Midlands Police. The incidents log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

The premises must have a written drugs policy which all staff at the premises shall receive regular training on and written records of such training will be maintained.

Any drugs found on the premises will be seized and will be recorded and stored in a lockable safe on the premises or handed to Police if an arrest is made.

No search no entry Policy and provide signage at the entry points to inform patrons

### **Public Safety**

Regular inspections of the premises will take place to identify any hazards that are likely to put staff and customers at risk from harm. The findings of these inspections should be documented, and hazards should be dealt with within a time scale based on risk assessment.

All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

The provision for a smoking area will not be at the front of the venue. Any smoking area will be enclosed and no alcohol taken outdoors.

No accumulation of combustible rubbish, dirt, surplus material or stored goods shall be permitted to remain in any part of the premises except in an appropriate place and of such quantities so as not to cause a nuisance, obstruction or other safety hazard.

Drinks shall be served in containers made from polycarbonate.

Regular checks and maintenance shall be carried out on all equipment, electrical installations, emergency lighting and fire alarms and equipment to ensure their continued safe operation. A written record of these checks shall be kept and made available to an authorised officer of the licensing authority.

The premises licence holder shall ensure that a suitable fire risk assessment and emergency plan is in place at all times.

The edges of the treads of steps and stairways shall be conspicuously displayed.

A minimum of one qualified first aider shall be onsite when licensable activities are taking place.

An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.

The DPS will obtain the Level 3 Award for Designated Premises Supervisors Awarding within 6 months of becoming DPS

## **The Prevention of Public Nuisance**

Noise and disturbance from the premises or users of the premises must not negatively impact on the nearest noise sensitive properties.

Provide containers to collect any litter created by patrons smoking outside the premises and ensure any smoking litter is removed on a regular basis.

Noise from patrons using any external areas to queue or to smoke, shall be effectively managed to ensure no disturbance is caused at the nearest noise sensitive properties.

Signs requesting patrons to use external areas quietly and to leave the premises quietly shall be placed at all exits.

Deliveries to the premises and collections from the premises shall be made at times that do not cause a noise nuisance to nearby residents.

An A4 Public Space Protection Order (PSPO) notice, provided by the Licensing Authority will be displayed prominently on the premises.

Apart from normal entrance and egress all external windows and doors shall be kept shut at all times when regulated entertainment is being provided.

Entertainment shall be held internally only; no music or speakers shall be provided to external areas of the premises.

Patrons smoking outside the premises shall be monitored regularly to ensure the potential for noise nuisance is controlled.

Clear and legible notices shall be prominently displayed at any area used for smoking requesting customers to respect the needs of local residents and use the area quietly.

Arrangements shall be put in place to ensure that waste collection contractors do not collect refuse between 19:00 and 07:00.

Between the hours of 21:00 and 07:00 no waste/glass bottles shall be moved or deposited outside

The premises licence holder will keep a dispersals policy and ensure that all staff are fully trained in all aspects of the policy.

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

Challenge 25: The Challenge 25 scheme will be operated to ensure that any person who appears to be under the age of 25 will provide documented proof that they are

over 18 years of age. Proof of age will only comprise a passport, photocard driving licence, an EU/EEA national ID card or a card bearing the PASS hologram.

Refusals log: An electronic or written refusals log will be maintained at the premises with a record of all refusals of admission or service, including the sale of alcohol. The refusals log will include the basis of a refusal; the person making the decision to refuse; the date and time of refusal. The refusals log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

Such records shall be collected by staff and produced to the police or an authorised person (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Wolverhampton Council.

Children under the age of 18 will not be permitted on the premises.

Staff will be required to complete our training manual on the responsible sale of alcohol as well as the licensing law and our policies prior to being able to work at the event.

Diamond  
2 Skinner Street  
Wolverhampton  
WV1 4LD



31<sup>st</sup> October 2022

**22/09987 New Premises Licence Application - Diamond, 2 Skinner Street,  
Wolverhampton, WV1 4LD**

### Operating Schedule

#### **The prevention of crime and disorder**

**From:** The Premises Licence holder shall make sure that all staff are trained in the main principles of the Licensing Act 2003, notably the promotion of the four licensing objectives, and the specific conditions of this premises licence before being allowed to sell alcohol.

**To:** The Premises Licence holder will train all staff in the main principles of the Licensing Act 2003, notably the promotion of the four licensing objectives, and the specific conditions of this premises licence before being allowed to sell alcohol.

**From:** Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises

**To:** Any person who appears to be intoxicated or who is behaving in a disorderly manner will not be allowed entry to the premises

**From:** A Clubscan/IDSCAN or similar system shall be operated at the premises. All persons entering the premises must provide verifiable ID and record their details on the system.

**To:** A Clubscan/IDSCAN or similar system shall be operated at the premises. All persons entering the premises must provide verifiable ID and record their details on the system. This will be made available for inspection by any Responsible Authority, upon reasonable request.

**From:** All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets, vests or armbands.

**To:** All security and any staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets or vests.

**From:** When the premises are carrying on licensable activities after 22:00 hours, at least 2 registered door supervisors are to be on duty at each door used for entry or exit.

A minimum of 2 SIA-licensed door supervisors shall be on duty at the exit from the premises to ensure orderly dispersal from 00:00 hours until the area immediately outside the premises is clear of customers at the close of business.

**To:** When the premises are carrying on licensable activities after 22:00 hours, at least 2 registered door supervisors are to be on duty at each door used for entry or exit. A minimum of 2 SIA-licensed door supervisors shall be on duty at the exit from the premises to ensure orderly dispersal from 00:00 hours until the area immediately outside the premises is clear of customers at the close of business for a period of no less than 30 minutes after close.

**From:** An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to WMP or an authorised officer of the licensing authority, which will record the following incidents including pertinent details: the times on duty, names and the licence numbers, of all licensed door supervisors employed by the premises

**To:** A door staff log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to WMP or an authorised officer of the licensing authority, which will record the following incidents including pertinent details: the times on duty, names and the licence numbers, of all licensed door supervisors employed by the premises

**From:** The premises licence holder and/or DPS shall carry out a documented risk assessment on the need for searching patrons entering the premises. The risk assessment shall be reviewed regularly and no less than every six months.

**To:** • Knife arch: A knife arch will be in place on all entrance points and will be used as a condition of entry into the venue. This knife arch and any knife wands will be maintained in good working order and if it breaks, West Midlands Police are to be informed and action taken to repair at the earliest opportunity.

**From:** CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly facial recognition.

Cameras shall encompass all ingress and egress to the premises, fire exits, outside, all area's where licensable activities are taking place and all areas where the sale/ supply of alcohol occurs.

**To:** A Colour CCTV system will be in place which covers entry/exit points of the premises and all areas where alcohol/money is served/taken, all areas where the public have access, all area where searching is taking place and the immediate vicinity outside the premises. The system will be installed and maintained in working order at the premises during all times when licensable activities are authorised by the licence. The system's recorded images and video will be of court-evidential high quality, indicate the correct date and time and be kept for at least 31 days unedited. At least one designated member of staff will be trained to use the CCTV system and be available to provide downloads upon request or, in any case, within 24 hours. Images and video will be downloadable in a suitable format and provided to any officer of a responsible authority upon request. Signs will display that CCTV is in operation.

**From:** In the event of technical failure of the equipment the Event Supervisor MUST report the failure to the Police immediately.

**To:** In the event of technical failure of the CCTV equipment the Event Supervisor MUST report the failure to the Police Licensing immediately.

**From:** An incident log must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol, including those unable to provide acceptable proof of age
- (h) any visit by a relevant authority or emergency service

**To:** • **Incidents log:** An electronic or written incidents log will be maintained at the premises with a record of all incidents of crime and disorder reported to or by the premises; all ejections of patrons; any complaints received; seizures of drugs, offensive weapons, fraudulent ID or other items; any faults in the CCTV system, searching equipment or scanning equipment; any visit by a relevant authority or emergency service. The incidents log will be produced to an officer of a responsible authority upon request. Where a crime is believed to have been committed, the incident will be reported to the West Midlands Police. The incidents log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

**From:** Any drugs found on the premises will be seized and will be recorded in a Police issued drugs index and stored in a Police approved lockable safe on the premises or handed to Police if an arrest is made.

**To:** Any drugs found on the premises will be seized and will be recorded and stored in a lockable safe on the premises or handed to Police if an arrest is made.

**From:** Any drugs found on the premises will be seized and will be recorded in a Police issued drugs index and stored in a Police approved lockable safe on the premises or handed to Police if an arrest is made.

**To:** Any drugs found on the Person / premises will be seized and will be recorded and stored in a lockable safe on the premises or handed to Police if an arrest is made.

**To Add:** No search no entry Policy and provide signage at the entry points to inform patrons.



## Public Safety

**From:** Regular inspections of the premises will take place to identify any hazards that are likely to put staff and customers at risk from harm. The findings of these inspections should be documented, and hazards should be dealt with within a time scale based on risk assessment.

**TO:** Regular inspections of the premises will take place to identify any hazards that are likely to put staff and customers at risk from harm. The findings of these inspections will be documented, and hazards should be dealt with within a time scale based on risk assessment.

**From:** All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

**To:** All exit routes and public areas will be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

**To Add:** The provision for a smoking area will not be at the front of the venue. Any smoking area will be enclosed and no alcohol taken outdoors.

## The Protection of Children from Harm

**From:** The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person (as defined by Section 13 of the Licensing Act 2003) or the police or an authorised Trading Standards Officer of Wolverhampton Council.

**To:** • Challenge 25: The Challenge 25 scheme will be operated to ensure that any person who appears to be under the age of 25 will provide documented proof that they are over 18 years of age. Proof of age will only comprise a passport, photocard driving licence, an EU/EEA national ID card or a card bearing the PASS hologram.

**From:** A written register of refusals will be kept including a description of the people who have been unable to provide required Identification to prove their age.

Such records shall be collected by staff and produced to the police or an authorised person (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Wolverhampton Council.

**To:** • Refusals log: An electronic or written refusals log will be maintained at the premises with a record of all refusals of admission or service, including the sale of alcohol. The refusals log will include the basis of a refusal; the person making the decision to refuse; the date and time of refusal. The refusals log will be kept for at least 12 months and will be produced to an officer of a responsible authority upon request.

I Edith Lake, acting as the representative on behalf Diamond Club, agree to modify the premises licence application to include the above amendments to the operating schedule.

Applicant/agent Signature: [REDACTED]

Date: 01/11/2022

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Subject to the above amendments to the operating schedule, I, Alison Oldfield, acting in my capacity as the Licensing and Regulatory Officer, West Midlands Police Responsible Authority agree this should negate the need for a hearing subject to no further representations from any other person or Responsible Authority.

West Midlands Police – Responsible Authority Signature: [REDACTED]

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Date: 01/11/22

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West Midlands Police  
Wolverhampton Police Licensing  
Wolverhampton Police Station  
Bilston Street  
WV1 3AA

**From:** Sarah Gee  
**Sent:** 08 November 2022 13:24  
**To:** Anita Chonk  
**Subject:** RE: 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

Yes it would Anita  
Thanks  
Sarah

Sarah Gee (she/her)  
Senior Officer - City Centre

---

**From:** Anita Chonk <[REDACTED]>  
**Sent:** 08 November 2022 12:13  
**To:** Sarah Gee <[REDACTED]>  
**Subject:** RE: 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

Sensitivity: NOT PROTECTIVELY MARKED

Hi Sarah

Further to these amendments being made, would this negate the need for a hearing subject to no other Responsible Authority making representations?

Regards  
Anita

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**From:** Sarah Gee <[REDACTED]>  
**Sent:** 25 October 2022 12:12  
**To:** Anita Chonk <[REDACTED]>  
**Subject:** FW: 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

Sensitivity: NOT PROTECTIVELY MARKED

Hi Anita  
FYI  
Thanks

S

Sarah Gee (she/her)  
Senior Officer - City Centre

[Redacted]

[Redacted]

---

**From:** Licensing <[Redacted]@innpacked.[Redacted]>

**Sent:** 25 October 2022 11:39

**To:** Sarah Gee <[Redacted]>

[Redacted]

**Subject:** RE: 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

Sensitivity: NOT PROTECTIVELY MARKED

**CAUTION:** This email originated from outside of the council. Do not click links or open attachments unless you are sure the content is safe.

Hi Sarah,

Thank you for your time on the phone this morning. Yes I can confirm that the conditions submitted on 24/10 will supersede all conditions originally offered in the premises licence application for the Diamond Club Ltd.

*Kind regards,*

**Edith Lake**

Administrator

[Redacted]

## Excellence as Standard

Member of

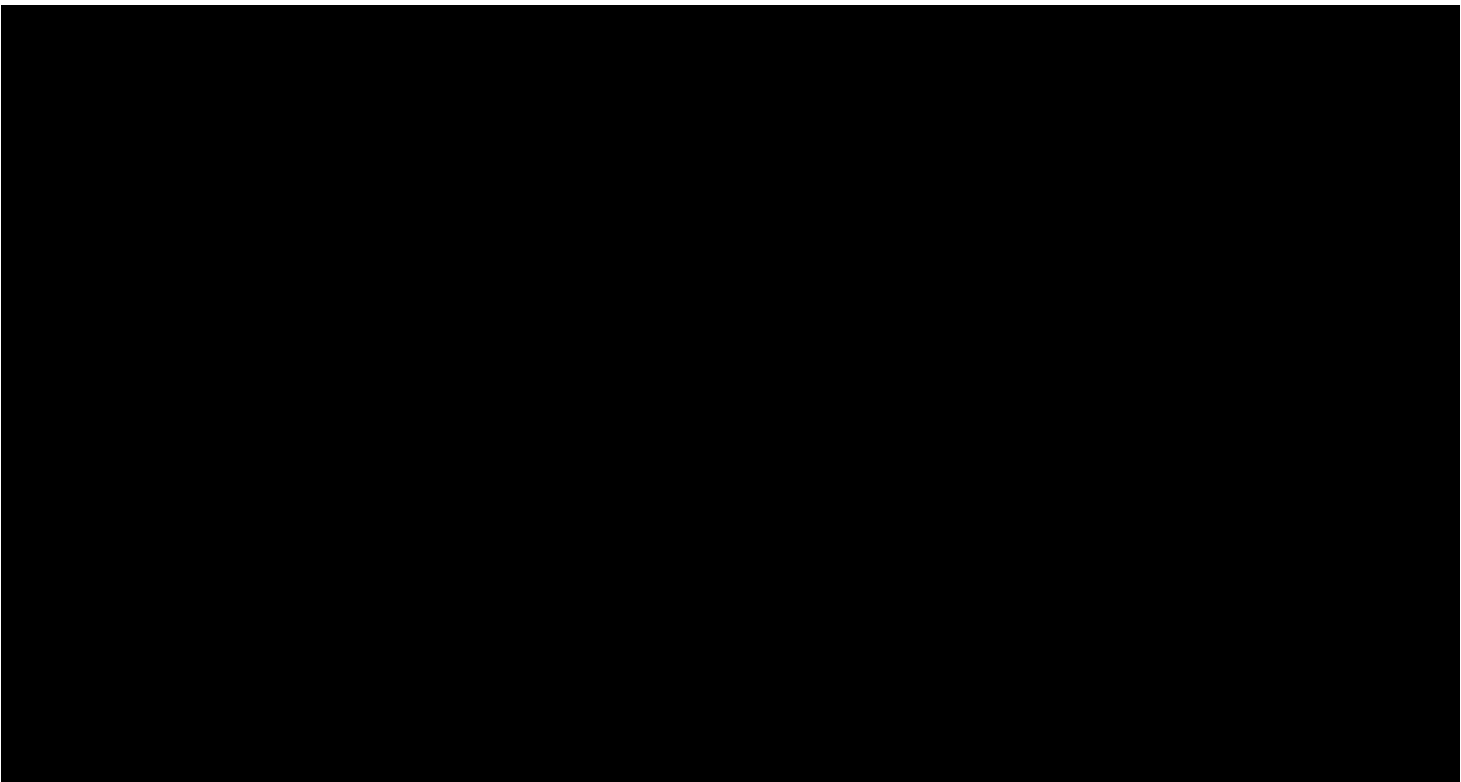
 Institute of Licensing

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**From:** Sarah Gee <[REDACTED]>

**Sent:** 25 October 2022 08:41

**To:** Licensing <[REDACTED]@innpacked>

**Subject:** RE: 22/09987 New Premises Licence Application - Diamond, 2 Skinner Street, Wolverhampton, WV1 4LD

**Importance:** High

Sensitivity: NOT PROTECTIVELY MARKED

Morning Edith

For clarity can you confirm that this set of conditions will replace ALL of the conditions that were offered in the original application?

Many thanks

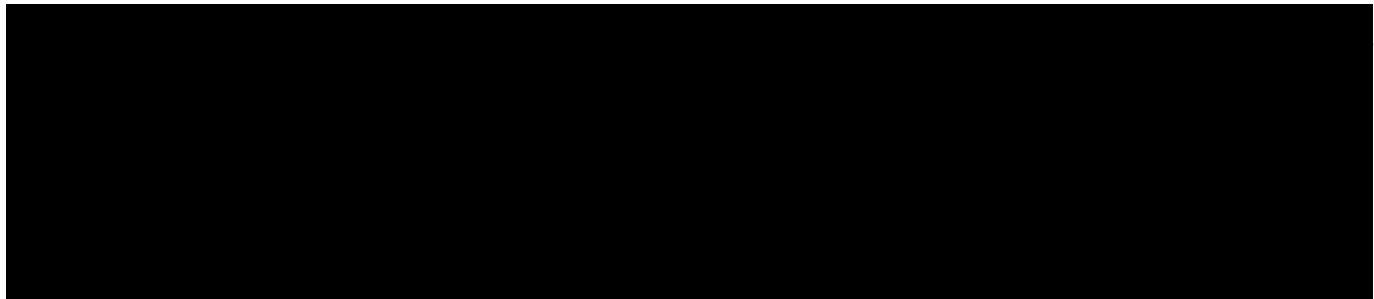
Sarah

Sarah Gee (she/her)

Senior Officer - City Centre

[REDACTED]  
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