

Appendix D

Stone, Derek

From: Greaves, Tracey
Sent: 26 September 2016 10:23
To: Robson, Debra
Subject: RE: Kassia - 80-82 Osborne Rd Lic Application

Morning Debbie,

Sorry I was out of the office for a couple of days end of last week making tobacco visits and was only in the office for 30 minutes or so am to pick up leaflets.

Please add 'with a yearly refresher' see below.

As to Challenge 25 - TS supply doesn't need to be on as they can get from Drinkaware too - we just offer our posters/info for ease.

Proxywatch - yes please add that TS supply as it's our local scheme (but with Kassia it's probably going to be PubWatch).

Thanks, Tracey

From: Robson, Debra
Sent: 19 September 2016 11:21
To: Greaves, Tracey
Subject: RE: Kassia - 80-82 Osborne Rd Lic Application

Hi Tracey

Obviously I don't duplicate conditions on the licence so do you want me to add preferably 6 monthly to the police condition.

The police condition is as follows:-

All staff must receive comprehensive training in relation to the sale of alcohol **with a yearly refresher**. No member of staff shall be permitted to sell or deliver alcohol until such time as they have successfully completed this training. Training shall cover:

- Sale of alcohol to persons under 18
- Challenge 25 and acceptable forms of Identification
- Signs of Drunkenness
- Refusal register and when/how to use
- The Licensing Objectives

This training shall be documented and records kept on the premises. Police and the Licensing Authority shall have access to an individuals training records upon request.

Debbie

From: Greaves, Tracey
Sent: 16 September 2016 08:43
To: Robson, Debra
Subject: FW: Kassia - 80-82 Osborne Rd Lic Application

Hi,

Steph has agreed to all 4 conditions - see below for wording (similar to Police but TS included yearly refresher training).

Kind regards, *Tracey*

From: Steph at Red Lounge [REDACTED]
Sent: 15 September 2016 14:17
To: Greaves, Tracey
Subject: Re: Kassia - 80-82 Osborne Rd Lic Application

Hi Tracey,

Thank you for your email.

I can confirm that we agree to points 1 to 4 below. These conditions have been enforced by the Licensing and Alcohol Harm Reduction team (attached).

Thank you for the items via post - we will look out for them.

Kind Regards,

Steph Thomas / Operations Manager
[REDACTED]

Red. Lounge
[REDACTED]



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On 15/09/2016 13:01, Greaves, Tracey wrote:

Good afternoon Steph and Fasu,

I am the Trading Standards Officer responsible for accessing licence applications in regard to the licensing objective 'The Protection of Children from Harm', Underage Sales and compliance with Portsmouth Local Licensing Policy.

I would like you to consider making some additions to your application for 80-82 Osborne Road, Southsea.

'The Licensing Authority will expect applicants for licenses to demonstrate that they have ensured that all their front line staff have received or will receive adequate training on the law with regard to age restricted sales and that this has been properly documented and training records kept. It is also expected that licence holders will ensure all front line staff receive refresher training on an on-going basis and in addition, where there is an identified need to do so'. (Portsmouth Policy Statement 27.28).

I note that in your application, page 11, you have already described the additional steps on section e) - to ID all persons under 25, have well trained staff and keep a refusal log.

In light of this I would propose the conditions and the wording of them below:-

- 1) The licence holder must ensure that all staff selling alcohol have received adequate training in regard to the 2003 Licensing Act, which must incorporate a process of written assessment on the law with regard to age restricted sales and a yearly refresher (at least, preferably 6 monthly). Staff will not be involved in the sale of alcohol until this training has been carried out and successfully completed.

- 2) The premises will operated a Challenge 25 policy. (Trading Standards supply).

- 3) The premises will operate a Proxy Watch scheme (Trading Standards supply) or belong to Pub Watch.

- 4) The premises will operate and keep an up to date refusal log.

If you are happy to agree all of some of these conditions then please email your agreement (state numbers agreeing to) back to me.

I will pop a few useful forms and posters in the post to the Billett Avenue address.

If you wish to discuss anything further please call me on [REDACTED]

Kind regards,

Tracey

Tracey Greaves

Trading Standards Officer (Alcohol & Tobacco Harm Reduction)

Portsmouth City Council

Civic Offices

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Portsmouth

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