

Stone, Derek

From: Cherry, Jaqueline <[REDACTED]>
Sent: 13 March 2017 11:04
To: Robson, Debra
Subject: RE: New Application for Becketts Bellevue Terrace

Hi

As it is a restaurant go for the alternative conditions

Jackie

From: Robson, Debra [REDACTED]
Sent: 13 March 2017 10:12
To: Cherry, Jaqueline
Subject: RE: New Application for Becketts Bellevue Terrace

Oh yeah I know that but regarding training:

Training

5.a Staff will be trained regarding appropriate precautions to prevent the sale of alcohol to persons under the age of 18, the signs and symptoms of drunk persons and the refusal of sale due to intoxication.

5.b Records will be kept of such training which must be signed and dated by the member of staff who has received that training.

5.c All staff will receive refresher training every six months as a minimum and records are to be kept of this refresher training which should be signed and dated by the member of staff who received that training.

5.d In addition to their training a written test related to the training given will be conducted before the staff member is permitted to sell or authorise alcohol. The test will consist of a minimum of ten questions of which the pass rate is 80%. Anyone who fails to reach the prescribed pass rate will be retrained and re-tested. Anyone not attaining the pass rate will not be permitted to sell or authorise the sale of alcohol until the pass rate is attained. There will be a minimum of two sets of questions to be used in the training which will be rotated upon each subsequent six month training session.

5.e All training records will be made immediately available for inspection by Hampshire Constabulary and any responsible Authority upon request. Training records will be kept for a minimum period of two years. Training records will be kept on the licensed premises to which they relate to.

Or alternatively If the above is too complex then the following training condition may be more suitable for your needs

5.a The licence holder must ensure that all staff selling alcohol have received adequate training, which must incorporate a process of assessment and refresher training to a recognised national standard on the law with regard to age restricted sales.

5.b Such training will be properly documented and full training records kept. No member of staff shall sell alcohol until they have completed this training and it has been documented and signed by both the staff member and the DPS. (A copy of this training document has been attached to this email.)

Thanks

Debbie

From: Cherry, Jaqueline [REDACTED]
Sent: 13 March 2017 08:50
To: Robson, Debra
Subject: FW: New Application for Becketts Bellevue Terrace

Hi Debbie

All conditions accepted apart from Challenge 25 which will alter to Challenge 21. The wording for the condition can remain it just needs the 5 to be changed to a 1.

Many thanks

Regards

Jackie

From: Jason Parker [REDACTED]
Sent: 09 March 2017 20:33
To: Cherry, Jaqueline
Cc: Soraya Parker
Subject: RE: New Application for Becketts Bellevue Terrace

Hi Jackie

Many thanks for your email and for taking my call this evening.

As explained, your recommendations all seem very reasonable other than the Challenge 25 policy you have asked us to adopt.

I have spoken to Jackie Greaves at PCC Environmental Health and explained more thoroughly the nature of our business. Jackie agrees with us that Challenge 21 would be satisfactory and I am hoping that you will agree.

I would be delighted to show you around our venue at any time should you wish to gain a better understanding of how we work and how we look to protect our customers and staff.

Kindest regards

Jason Parker
Director
Becketts Southsea Ltd
[REDACTED]

From: jaqueline.cherry [REDACTED]
Sent: 07 March 2017 20:19
To: Jason Parker <[REDACTED]>
Subject: New Application for Becketts Bellevue Terrace

Hello

I will be the Police Licensing Officer who will be dealing with your application for Becketts, 11 Bellevue Terrace, Southsea, Portsmouth, PO5 3AT.

I am aware that you have previously held a premises licence for this property but have made extensive changes that has incurred the need to request a new licence. I have viewed the new application and see that you have also requested extending your current licensable activities.

Owing to this and the fact that the premises will now be open past midnight, I have proposed some conditions that I hope you will accept and attach to this new licence.

Below are the conditions with recommended wording which will assist with providing due diligence.

1) CCTV

1.a The premises shall have sufficient cameras located within the premises to cover all public areas including outside of the premises covering the entrance and exits.

1.b CCTV warning signs to be fitted in public places.

1.c The CCTV system must be operating at all times whilst the premises are open for licensable activity. All equipment shall have a constant and accurate time and date generation.

1.d The recording system will be able to capture a minimum of 4 frames per second and all recorded footage must be securely retained for a minimum of 31 days.

1.e Records must be made on a weekly basis and kept for inspection to show that the system is functioning correctly and that data is being securely retained.

1.f The DPS or premises manager must be able to demonstrate that the CCTV system has measures to prevent recordings being tampered with, i.e. password protected.

1.g There shall be sufficient members of trained staff at the premises during operating hours to be able to provide viewable copies immediately to police and other enforcement agencies on request when investigating allegations of offences or criminal activity. Any images recovered must be in a viewable digital format. Footage supplied in a digital format will also have a copy of the CCTV system software enabled to allow playback.

2) Incident book

2.a An incident book will be provided and maintained at the premises. It will remain on the premises at all times and will be available to police for inspection upon request.

2.b Any incidents that include physical altercation or disorder, physical ejection, injury, id seizure or drug misuse will be recorded in the incident book. The entry is to include an account of the incident and the identity of all person(s) involved (or descriptions of those involved if identity is not known). Should there be any physical interaction by members of staff and the public the entry will include what physical action occurred between each party. The entry shall be timed, dated and signed by the author.

2.c If the member of staff creating the entry has difficulties reading or writing then the entry may be written by another staff member. This should however be read back to the person creating the entry and counter signed by the person who wrote the entry.

2.d The Premises Licence Holder shall ensure that the incident log is checked, entries reviewed and signed and dated on a weekly basis.

3) Refusals book

- 3.a A written log shall be kept of all refusals including refusals to sell alcohol. The Premises Licence Holder shall ensure that the refusals log is checked, signed and dated on a weekly basis.
- 3.b The refusals log will be kept and maintained at the premises and will be available for inspection immediately upon request by Hampshire Constabulary and any responsible authority.
- 3.c The record of refusals will be retained for 12 months.

4) **Challenge 25**

- 4.a There will be a Challenge 25 policy operating at the premises. Challenge 25 means that the holder of the premises licence shall ensure that every individual, who visually appears to be under 25 years of age and is seeking to purchase or be supplied with alcohol at the premises or from the premises, shall produce identification proving that individual to be 18 years of age or older.
- 4.b Acceptable identification for the purposes of age verification will include a driving licence, passport or photographic identification bearing the "PASS" logo and the persons date of birth.
- 4.c If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to or for that person.
- 4.d 'Challenge 25' posters shall be displayed in prominent positions at the premises.

Training

- 5.a Staff will be trained regarding appropriate precautions to prevent the sale of alcohol to persons under the age of 18, the signs and symptoms of drunk persons and the refusal of sale due to intoxication.
 - 5.b Records will be kept of such training which must be signed and dated by the member of staff who has received that training.
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- 5.e All training records will be made immediately available for inspection by Hampshire Constabulary and any responsible Authority upon request. Training records will be kept for a minimum period of two years. Training records will be kept on the licensed premises to which they relate to.

Or alternatively If the above is too complex then the following training condition may be more suitable for your needs

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5.b Such training will be properly documented and full training records kept. No member of staff shall sell alcohol until they have completed this training and it has been documented and signed by both the staff member and the DPS. *(A copy of this training document has been attached to this email.)*

6) Authorisation of supply of alcohol in absence of DPS

6.a. A record will be kept at the premise of any persons that the DPS has authorised to supply alcohol. Further to this when the DPS is absent from the premise a list will be made available stating who will be managing the venue.

7) Signage

7.a Signage will be displayed on the premises informing customers asking them to leave the premises quietly.

8) SIA

8,a At all times when the premises is open for licensable activities there shall be a risk assessment conducted as to whether it is necessary to employ SIA staff.

8.b Records of the risk assessments made will be kept for a minimum of 12 months.

I trust the above meets with your satisfaction.

I await your reply.

Regards

Jackie

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[redacted]

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