

Appendix D

Stone, Derek

From: Robson, Debra
Sent: 08 May 2018 12:17
To: Robson, Debra
Subject: FW: Rontec Portsbridge Service Station Police conditions

From: Robert Botkai [REDACTED]
Sent: 03 May 2018 15:35
To: Licensing Shared Email
Cc: Rackham, Peter (Police); Charlotte Edwards; Andrew Sanders
Subject: Rontec Portsbridge Service Station

Dear Licensing

Further to correspondence with the police licensing officer Peter Rackham I am authorised by our client to amend the application for a new premises licence for the above premises so that the operating schedule reads as set out below (I have highlighted in red where this is different to the operating schedule already submitted):

1. A CCTV system will be installed, or the existing system maintained, such system to be fit for the purpose.
2. The CCTV system shall be capable of producing immediate copies of recordings on site. Copies of recordings will be capable of being recorded digitally on to CD/DVD or other equivalent medium.
3. Any recording shall be retained and stored in a suitable and secure manner for a minimum of 31 days and shall be made available, subject to compliance with Data Protection legislation, to the police for inspection on request.
4. The CCTV system will incorporate a camera covering the entrance door and the alcohol display areas and will be capable of providing an image which is regarded as identification standard. The precise positions of the cameras may be agreed, subject to compliance with Data Protection legislation, with the police from time to time.
5. The system will display, on any recording, the correct time and date of the recording.
6. A system will be in place to maintain the quality of the recorded image.
7. The CCTV system will be maintained so as to be fully operational throughout the hours that the premises are open for any licensable activity.
8. All cashiers shall be trained to record refusals of sales of alcohol in a refusals book/register. The book/register will contain:
 - details of the time and date the refusal was made;
 - the identity of the staff member refusing the sale;
 - details of the alcohol the person attempted to purchase.

This book/register will be available for inspection by a police officer on request.

9. An incident book/register shall be maintained to record:

- All incidents of crime and disorder occurring at the premises
- Details of occasions when the police are called to the premises

This book/register will be available for inspection by a police officer on request.

11. The applicant will at all times maintain adequate levels of staff. Such staff levels will be disclosed, on request, to the licensing authority and police.

12. Between the hours of 2400 and 0500 there will be a minimum of two members of staff on duty. In the alternative, if there is only one member of staff on duty between 2400 and 0500 the entrance door to the shop will be closed to customers and any sales between these hours will be made through the night pay window.

13. Adequate waste receptacles for use by customers shall be provided in and immediately outside the premises.

14. The premises licence holder will ensure that an age verification policy will apply to the premises whereby all cashiers will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.

15. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive training in alcohol laws to include the following:

- 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

Induction training which must be completed and documented prior to the sale of alcohol by the staff member.

Refresher/reinforcement training at intervals of no more than 6 months.

Training records will be available for inspection by a police officer on request.

16. Age verification signage shall be visible within the premises in any area of the premises where alcohol is displayed and also at the point of sale.

17. The Licence holder will risk assess the premises prior to the event currently known as Mutiny Festival held within the area currently defined as King George V Playing Fields in Cosham to consider the need to employ a registered SIA security guard or guards for the duration of the Festival. Consideration will be given to any advice provided by the police.

18. No beers, lagers or cider over 6.5% ABV shall be sold in a plastic or metal container.

I understand that on the above basis there will be no police representation against the grant. Please confirm receipt of this email.

Kind regards

Robert

Robert Botkai



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