

Appendix D

From: REDACTED

Sent: Tuesday, August 29, 2023 12:39 PM

To: EastSussex.Licensing <EastSussex.Licensing@sussex.police.uk>

Subject: Re: SUSSEX POLICE- Premises Application for T&F Food Centre Eastbourne

Dear Ben,

We are happy with all conditions. Thank you for your email. Have a great day.

All the best

Efe Deniz.

Sent from Yandex Mail for mobile

22.08.2023, 09:55, "East Sussex Licensing" <eastsussex.licensing@sussex.police.uk>:

Dear Furkan

I'm one of the police licensing officers for East Sussex, I have reviewed your application for a new premises licence, with most new premises licence we ask of the following conditions to be considered so that it is in line with promoting the 4 licensing objectives of the licensing act 2003. Please can I ask that you review the below conditions

CCTV

Subject to GDPR guidance and legislation:

- (a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrances/exits to the premises as well as any outside space. The system shall be on and recording at all times the premises licence is in operation.
- (b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
- (c) CCTV footage will be stored for a minimum of 31 days
- (d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
- (e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
- (f) The management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Police e.g. USB) or provide footage via an online link as initiated by Police, without difficulty or delay and without charge.
- (g) Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.
- (h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

Training/Authorisation:

(a) The Premises Licence Holder shall ensure that all staff members engaged, or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products:

*The lawful selling of age restricted products

*Refusing the sale of alcohol to a person who is drunk

* An awareness and understanding of Safety Initiatives such as 'Ask For Angela' & 'Safe Space'

(b) Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented.

(c) All such training undertaken by staff members shall be fully documented and recorded and signed by both the employee and the DPS. All training records shall be kept on the premise or in electronic format and made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.

(d) A list of staff members who are authorised to sell alcohol on the premises shall be kept. This shall be endorsed by the DPS with the date such authorisation commences.

Challenge 25:

(a) The premises will operate an age verification policy set at a minimum of 25 years (e.g. "Challenge 25") whereby any person attempting to buy alcohol who appears to be under the specified age e.g. 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram.

(b) Signage advertising the age verification or 'Challenge 25' policy will be displayed in prominent locations in the premises.

Incident/Refusal Log:

(a) An incident/refusal log whether electronic or written will be maintained by the premises showing a detailed note of incidents that occur in the premises. The log will be inspected and signed off by the DPS (or a person with delegated authority) at least no more than four (4) weeks.

(b) The log book or electronic format should be kept on the premises and be available for inspection at all times the premises are open by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence.

(c) Feedback shall be given to staff to ensure these are used on each occasion that a refusal or incident occurs at the premises.

(d) Any refusals made for alcohol service e.g. underage, will also be recorded (either in electronic or written form) and feedback given to staff as relevant. The log will be kept at the premises for a minimum of twenty four (24) months.

Outside Areas

1. The Outside area must be kept clean and tidy and any broken glasses or polycarbonates will be disposed/removed and dealt with by staff of the licensed premises
2. Outside areas are to be well lighted and promote good visibility to those entering and exiting the premises.

Off-Licence:

- (a) No beer, lager or cider with an ABV of 6% or above shall be sold at the premises.
- (b) No more than 20% of the area within the licence plan will be used to display alcohol.
- (c) All spirits to be behind the counter and beyond arms reach of customers.
- (d) There will be no advertising of promotions/deals on any alcoholic product that can be seen from outside the premises including window posters.
- (e) There will be no advertising of alcohol placed on the outside footpath such as A boards.

OFF Sales:

- (a) All sales of alcohol, for consumption off the premises, to be made in a sealed container.

Deliveries & Online:

- (b) All alcohol orders (whether online, completed by the customer on paper, via the phone or verbally face to face) will contain age verification, whereby the customer will be asked to confirm that they are over 18 and a tick box must be marked to confirm this.
- (c) All deliveries of alcohol must be made by a person over the age of 18 years
- (d) Alcohol shall not be delivered to anywhere other than a recognisable permanent business or residential address.
- (e) In the event that there is no one to accept delivery, alcohol shall not be left on the doorstep or any other place. It can however be left securely with a neighbour as long as they are over 18.
- (f) Each and every delivery must be signed for and the person delivering the alcohol must request appropriate photographic ID from the recipient if that person is believed to be under 25 years of age. If no such ID is produced the alcohol will not be delivered.
- (g) Delivery staff must be trained in delivery of alcohol and challenge 25 prior to commencing deliveries.

Please can I have a response no later than the 28th August 2023.

Kind regards

Ben

Ben Deacon

Sussex Police Licensing Officer for Wealden, Hastings & Rother District

Neighbourhood Policing Team

Battle Police Station | East Sussex

Telephone: 01273 404535 Followed by ext:565202

Mobile:07776117094

Email: EastSussex.Licensing@sussex.police.uk

Please note I only work Mon, Tues, Thurs & Fri