

Licensing Unit,
Chichester District Council,
East Pallant House
1 East Pallant
Chichester
PO19 1TY



Neighbourhood Licensing Team West Sussex Division

15th August 2018

**RE: APPLICATION FOR GRANT OF A NEW PREMISES LICENCE UNDER THE LICENSING ACT 2003
FOR EAST WALLS LIMITED, 3 EAST ROW, CHICHESTER, PO19 1PD**

Dear Mr Foord,

I write on behalf of the Chief Officer of Police for Sussex to raise a representation against the grant of the above application on the grounds of the licensing objective of the Prevention of Crime and Disorder, the Prevention of Public Nuisance and the Protection of Children from Harm.

The application is for a high class boutique hotel. The hotel is situated in a quiet street, close to the city centre. The applicant has requested the sale of alcohol on the premises twenty-four hours a day, but then later states that alcohol will be served between the hours of 11:00 and 23:00hrs.

Sussex Police have no objection to the principal of the application, but have concerns about the lack of detail included within section M of the application. The applicant has said that there will be age restrictions to protect children from harm, but no further information is provided as to what the age restriction will be or how this will be imposed. There is no reference made to staff training or the use of incident and sales refusal logs. Sussex Police therefore propose the following additional conditions which should not prove onerous on the day-to-day operation of the premises:

1. The premises will operate an age verification policy set at a minimum of 25 years, whereby any person attempting to buy alcohol who appears to be under the specified age will be asked for photographic ID to prove their age. Signage advertising the "Challenge" policy will be displayed in prominent locations in the premises and shall include the point of sale and the area where the alcohol is displayed, as a minimum. The recommended forms of ID that will be accepted are passports, driving licences with a photograph or Citizen Card or validated proof of age cards bearing the "PASS" mark hologram.
2. All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs. Induction training must be completed prior to engaging in any sale of alcohol. Refresher training shall be conducted thereafter

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at intervals of no more than eight weeks. All restricted sales training undertaken by staff members shall be fully documented and signed by the employee and the DPS. All training records shall be made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Officers or Licensing staff.

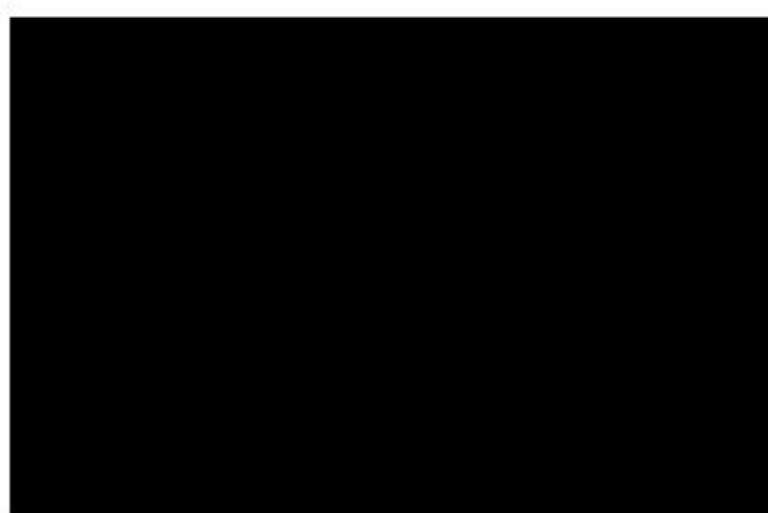
3. The premises shall at all times maintain and operate a sales refusals log and an incident log will be kept to record all refusals and incidents of crime or disorder. These shall be reviewed and signed by the Designated Premises Supervisor at intervals of no more than eight weeks. Feedback shall be given to staff to ensure these are used on each occasion that a refusal or incident occurs at the premises. These records shall be kept for a minimum of twenty four months, and made immediately available upon request to the Local Authority Licensing Officers and Sussex Police Officers or Licensing staff.
4. 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 entrance to the premises. The system shall be on and recording at all times the premises licence is in operation.
 - The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
 - CCTV footage will be stored for a minimum of 31 days.
 - 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.
 - The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
 - Subject to Data Protection guidance and legislation, 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 for the police without difficulty or delay and without charge to Sussex Police.
 - Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.

Therefore Sussex Police invite the licensing committee to grant with conditions this application.

If the applicant is agreeable to the proposed conditions, Sussex Police can resolve this representation subject to these conditions being attached to the premises licence.

Please contact this office on the number below or via email to ws_licensing_wor@sussex.pnn.police.uk should you wish to discuss this representation.

Yours sincerely



K Ottery
Chief Inspector
District Commander

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