

From: Emma Burle on behalf of Licensing
Sent: 26 Apr 2019 16:29:42 +0100
To: Emma Burle
Subject: FW: Variation application for Woodies, Chichester
Attachments: Rep agreement letter 23.04.19.doc

From: David.Bateup@sussex.pnn.police.uk [David.Bateup@sussex.pnn.police.uk]
Sent: 23 April 2019 12:32
To: Licensing; Helena Giudici
Cc: [REDACTED]
Subject: FW: Variation application for Woodies, Chichester

Dear Chichester Council Licensing,

Please find our second written submission in respect of this variation application.

Confirmation of acceptance of the new and revised conditions from the applicant is at the foot of this page.

Thanks,

David

David Bateup
Police Licensing Officer
Direct Dial: 01273 470 101 ext 581 214
Licensing office: 01273 40 40 30
david.bateup@sussex.pnn.police.uk

Neighbourhood Police Licensing Team
West Sussex Division, Centenary House, Durrington Lane,
Worthing, West Sussex, BN13 2PQ

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From: Joshua Wright [REDACTED]
Sent: 17 April 2019 11:37
To: Bateup David 63941 <David.Bateup@sussex.pnn.police.uk>
Subject: Re: Variation application for Woodies, Chichester

Good morning,

Thank you very much for sending these across to us.

We have no objection to the below requirements, we are looking to run Woodies with respect to the safety of patrons, staff and our neighbours alike.

Kind regards,

Josh Wright

Sent from my iPhone

On 15 Apr 2019, at 11:53, "David.Bateup@sussex.pnn.police.uk" <David.Bateup@sussex.pnn.police.uk> wrote:

Mr Wright,

Hello. Sussex police are in receipt of your variation application in respect of the above premises thank you. I have discussed the application in some detail with my colleagues, and I have set out below the new and revised conditions which we invite you to accept to go on to the new varied licence, should it be granted in due course. As the deadline for representations is Thursday of this week, if you could please come back to me ASAP that would be very helpful thank you.

Regards,

David

The Prevention of Crime and Disorder

Security Industry Authority (SIA) licensed door supervisors shall be deployed at the premises from 21:00 hours until 30 minutes after closing time on Friday & Saturday evenings. Door staff will also be employed on other occasions when such a requirement is either identified by the licence holder's own risk assessment or is requested by Sussex Police. (A minimum of 48hrs written notice required from the police licensing team). There shall be a minimum of one door supervisor to every 100 or part 100 customers starting with a minimum of two. Those performing the role of Door Supervisor will not perform any other role when engaged for the purpose of door supervision activities. Door staff shall be fully briefed prior to work, with clear written instructions regarding their specific duties. Door staff will be made aware of individuals banned by pub watch. These records will be kept at the premises and made available to officers of

any responsible authority upon request. Such door supervisors shall wear suitably marked reflective jackets in order that they can be readily identifiable to customers, staff and the police.

A documented risk assessment must be written which identifies the activities undertaken at the premises and the controls necessary to promote the licensing objectives. This will include when Polycarbonate drink vessels. It will include written emendations demonstrating what considerations have been made for any additional special events which may arise during the year. This document will be kept at the premises and shall be made available for inspection upon request by officers of any responsible authority.

Off sales of alcohol will cease at 23:00.

The Licensees/DPS to maintain active membership and attend meetings of pub watch so long as that organisation is in existence.

Polycarbonate drinking vessels will be used when the need is identified through the risk assessment or notified in writing by Sussex Police a minimum of seven days before the event.

A personal licence holder shall be on the premises at all times after 21:00 hours on a Friday and Saturday evening until closure.

Patrons will not be permitted to take drinks in open containers to consume outside on the pavement or road whilst smoking or otherwise congregating outside of the premises. Patrons using the outside of the premises to smoke will be monitored by door staff or staff and will not be permitted to obstruct the pavement, road, or create a noise nuisance or other disturbance.

An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises. The incident log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a month. The log book should be kept on the premises and be available for inspection at all times the premises are open by officers of any responsible authority. An incident will be defined as being one which involves an allegation of a criminal offence.

The last sentence of existing condition No. 2 under Annex 2 will be amended to read:

These records shall be kept for a minimum of twenty four (24) months and kept at the premises. These records shall be made available for inspection upon request by officers of any responsible authority.

Removal of condition 10 on the existing licence to be replaced with:
Children under 18 will not be permitted on the premises after 21:00.

Conditions for alcohol delivery service:

Alcohol deliveries will only be made to a residential or business address.

The person accepting the delivery must be aged 18 years or over. Where the person accepting delivery appears to be under 25, a recognised photographic ID must be produced prior to delivery.

Customers ordering alcohol for delivery to a residential or business address must have their age verified. This process will be documented, the records of which must be retained for no less than twelve months and produced on request to an officer of a Responsible Authority.

For deliveries where the alcohol is delivered by a third party where the DPS has no direct supervision or control over the delivery (such as an independent courier or Royal Mail).

All forms of advertising and promotional literature detailing the delivery service (including internet sites and flyers/leaflets) will clearly state that alcohol should only be purchased for delivery to intended recipients (or persons who will accept delivery on behalf of the named recipient) who are aged over 18.

In the event that the person ordering and paying for the alcohol nominates another person as the recipient of the alcohol, as a gift etc, the person ordering and paying for the alcohol will be required to state as part of their order that the recipient is aged over 18.

David Bateup

Police Licensing Officer

Direct Dial: 01273 470 101 ext 581 214

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