

Appendix D – Responsible Authority Representations



Sussex Police
Serving Sussex

www.sussex.police.uk

West Sussex Division
Neighbourhood Licensing Team

West Sussex Licensing Team
Centenary House
Durrington Lane
Worthing
West Sussex
BN13 2PQ

Tel: 01273 404 030

WS_Licensing_WOR@sussex.pnn.police.uk

16th February 2024

Mr Simon Jones
Licensing Unit
Adur and Worthing Councils
Portland House
Richmond Road
Worthing
BN11 1LF

Dear Mr Jones,

RE: APPLICATION FOR A NEW PREMISES LICENCE FOR GORING GAP LIMITED, MARINE DRIVE, GORING BY SEA, WEST WORTHING. UNDER THE LICENSING ACT 2003. OS REF: TQ1001NW.

I write on behalf of the Chief Officer of Police for Sussex to raise a representation in respect of this new licence application on the grounds of the prevention of crime and disorder, public safety, and the protection of children from harm.

This is new application for an outdoor based licensed premises on an open field opposite Goring Greensward and the beach front.

The role of Sussex Police in this application is as a responsible authority to ensure the four licensing objectives are upheld and promoted.

Following consultation with Mr Christopher Dixon representing the applicant Company, the following new and revised conditions have been agreed to promote the licensing objectives.

Sussex Police Headquarters
Malling House Malling, Lewes, East Sussex, BN7 2DZ

Telephone: 101 | 01273470101

The licensed area will now be as per the attached revised floor plan. In effect the licensed area is now to be reduced, with the car park at the eastern end of the premises now being removed from the licensed area.

The Protection of Children from Harm:

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.

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 and outside the premises at all times.

CCTV footage will be stored for a minimum of 31 days.

The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. Times will be updated promptly when British Summer Time starts and ends.

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. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open to the public. This staff member shall be able to show Police or authorised officer recent data or footage with the absolute minimum of delay when requested.

Subject to GDPR 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. (or other electronic portable device acceptable to Sussex Police), or upload CCTV footage to Sussex Police Digital media systems via the internet for the police without difficulty or delay and without charge to Sussex Police.

Any breakdown or system failure will be notified to the police licensing team immediately (and a receipt or acknowledgement from police licensing obtained and retained for production upon request) & remedied as soon as practicable.

In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex 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.

No glass bottles on site or for off sales.

For both on and off sales guests will not have access to any glassware (whether bottles or drinking receptacles). Off sales of drinks including alcohol will be in eco-friendly plastic glasses or disposable paper cups only.

On and off sales of wine will be offered in measures of 125ml and 175ml and will be decanted into eco-friendly plastic glasses or disposable paper cups (no glass). Wines will also be available to purchase on and off the premises in sealed 18.75cl PET (plastic) bottles.

On and off sales of wine/prosecco will be offered in measures of 125ml and will be decanted into eco-friendly plastic receptacles or disposable paper cups (no glassware).

All off sales of alcohol will be in sealed containers, with the exception of cocktails and premium draft beers which may be sold in open eco-friendly plastic drinking receptacles or paper cups.

Any off sales of alcohol will be in eco-friendly plastic receptacles or paper cups only.

The premises will become members of the Worthing Pubwatch or similar body if one is operating, and will regularly attend meetings of the pubwatch.

Customers will not be permitted to consume alcohol whilst congregating outside the boundary of the licensed area whilst smoking or otherwise remaining in the immediate vicinity.

SIA Door Staff

Security Industry Authority (SIA) door supervisors must be deployed at the premises at any time when the licence holder identifies by way of a suitable and sufficient written risk assessment that SIA door supervisors and/or other security measures are necessary on any day of the week at any time in addition to the above.

The written risk assessment must also consider busy periods such as Bank Holidays, Christmas and New Year, Seasonal Variations and other events in the vicinity along with any special events at the premises such as live music, discos, screening of sporting events and other similar functions or entertainment. The risk assessment will also cover any requirement for polycarbonate drinking vessels, ticket only events, entry restrictions and last entry times.

The written risk assessment will be kept on the premises when licensable activities are taking place and made available immediately upon request to officers of any responsible authority.

All SIA registered door supervisors shall wear and operate body worn video cameras with a recording facility. The body-worn cameras will be recording all the time the door supervisors are on duty whether inside the premises or in the vicinity of the premises at ground level. All recordings shall be stored for a minimum period of 31 days, with date and time stamping. Viewing of recordings shall be made available upon the request of police, or authorised local authority officers, throughout the entire 31 days period. The premises will ensure there are sufficient spare batteries fully charged for the body worn cameras so there is no issue with cameras not recording due to flat batteries.

SIA door supervisors shall complete incident logs prior to the end of their shift. Records shall be maintained at the premises containing the full name, date of birth, and SIA badge number of every Door Supervisor. The record shall include all dates and times when a Door Supervisor is employed. If Staff are employed through an agency the name and address of the agency must be included. The Door Supervisor records will be kept at the premises and made immediately available to officers of any responsible authority upon request.

Those performing the role of door supervisor shall not perform any other role when engaged for the purpose of door supervision activities.

No cash or alcohol will be left on the premises overnight.

There will be no alcohol delivery service.

For the Protection of Children from Harm:

The premises will operate a “Challenge 25” policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, driving licenses with a photograph, photographic military ID or proof of age cards bearing the “PASS” mark hologram, official photographic identity cards issued by EU states bearing a hologram or ultraviolet feature.

Suitable and sufficient signage advertising the “Challenge 25” policy will be displayed in prominent locations in the premises, including the point of sale and the area where the alcohol is displayed.

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

1. the lawful selling of age restricted products
2. refusing the sale of alcohol to a person who is drunk or underage
3. the premises age verification policy

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

All such training undertaken by staff members shall be fully documented and recorded and signed and dated by both the employee and the DPS. All training records shall be kept on the premises when licensable activities are taking place, and made immediately available to officers of any responsible authority upon request.

The above conditions will apply both to the premise and any concessions operating at the premises. The Designated Premises Supervisor will manage and be responsible for all sales of alcohol by concessions.

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 log book will record the following:

1. all crimes reported to the venue
2. all ejections of patrons
3. any complaints received
4. any incidents of disorder
5. any faults in the CCTV system
6. details of any officer of a responsible authority who visits the premises, including their name, job title and the responsible authority they represent.

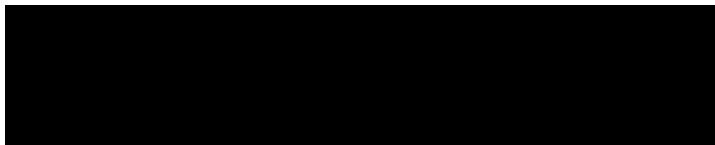
The Incident Log will be kept for a minimum of twenty four (24) months. All previous Incident Logs will be kept on the premises for a minimum of two years, and be available for inspection at all times the premises are open by officers of any responsible authority.

A refusals book will be maintained at the premises (separate and in addition to the Incident Log) in which staff will record individually all refusals to sell age restricted products. The refusals book will record the date and time of the refusal, the name of the member of staff who made the refusal, the age restricted item which was refused, a narrative explaining the reason for the refusal and a description of the customer who was refused the sale.

Under 18s will not be permitted on the premises after 21:00 until close unless accompanied by a responsible adult.

I enclose an email confirmation from Mr Dixon confirming his acceptance of the above new licence conditions. Accordingly Sussex Police withdraw their representation subject to the new conditions and the revised floor plan in their entirety being added to the new licence, should it be granted in due course.

Yours sincerely,



West Sussex Licensing Inspector

Sussex Police

Enc