

From: Lisa Roberts <Lisa.Roberts@staffordshire.police.uk>
Sent: Monday, May 15, 2023 11:15 AM
To: John Chislett <J.Chislett@sstaffs.gov.uk>; mccdarren; External Email for Licensing <Licensing@sstaffs.gov.uk>
Cc: James Finn <James.Finn@staffordshire.police.uk>
Subject: FW: Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

CAUTION-THIS EMAIL WAS SENT FROM OUTSIDE THE COUNCIL. DONT OPEN LINKS OR ATTACHMENTS UNLESS YOURE SURE YOU CAN TRUST THIS SENDER!

Dear Licensing,

Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

Relevant Representations.

In relation to the above application received by Staffordshire Police on the 26th April 2023, Staffordshire Police wish to make representations on the basis that it is considered that the application in its current form would not promote the licensing objectives.

To address these concerns, Staffordshire Police request the below conditions to be incorporated into the Premises Licence. If the below conditions are agreed by the Applicant, Staffordshire Police will withdraw representations to the application.

To incorporate conditions in section M (b) The prevention of crime and disorder:

1. An Event Management Plan (EMP) /Risk Assessment (RA) must be provided to Staffordshire Police Force Events Unit (email: events@staffordshire.police.uk) **14 days prior to the event taking place**. The EMP/RA must include details of security/stewarding arrangements having regard to the anticipated numbers attending the event. The Event Management Plan must include fire risk assessment, provisions for injury/ill health and emergency/evacuation plans, Policing/security/searching provisions (including a drug and weapon search policy), child protection policy including lost child procedure, noise management plan, crowd control/audience behaviour, dispersal policy, traffic management and food hygiene procedures.

2. Where the Event Management Plan/Risk Assessment indicates that Security/Door Staff are required, then they must be Security Industry Authority (SIA) registered and conditions 3a and 3b, as referenced below, must be complied with.

3a. The Premises Licence Holder/Designated Premises Supervisor must identify the requirement for Security/Door Staff at all times by way of a risk assessment. Where the Risk Assessment identifies the need for Security/Door Staff to be deployed, staff must be of sufficient number to be able to control entry to the premises and deal with any instances of disorderly behaviour within the premises simultaneously. Security/Door Staff must remain at the premises until such time the premises are closed and all members of the public have left the venue. All persons utilised at the premises in the capacity of a Security/Door Staff must wear high visibility clothing.

3b. Where Security/Door Staff are employed there must be a register of every SIA person employed at the premises that contains the following details:

- Name, date of birth and home address
- Security Industry Authority licence number
- Time and date Security/Door Staff starts and finishes duty
- Each entry shall be signed by the Security/Door Staff

That register must be kept fully updated at all times and remain at the licensed premises and be available for inspection immediately by an authorised officer of the Licensing Authority, the Security Industry Authority or Police.

4. No open vessels containing alcoholic drinks must be taken from the boundaries of the premises.
5. Where the Event Management Plan/Risk Assessment indicates a requirement for non-glass drinking receptacles (including bottles), these must be of an alternative material other than glass. Any drinks not available in this packaging must be decanted and the glass/bottle retained by the staff at the location and not handed to the customer.

To incorporate conditions in section M (e) The protection of children from harm:

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.
2. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.
3. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.
4. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 12 months.
5. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This refusals register must be checked following each event by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. This register can be written or electronic.
6. The Designated Premises Supervisor must ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice must be made available for inspection upon request by a Responsible Authority and all staff selling alcohol must be in possession of formal identification to enable to verify their identity against the notice.

If you have any queries please do not hesitate to contact me.

With many thanks, kind regards, Lisa.

Sent on behalf of SGT 4613 Jim Finn.

9456 Lisa Roberts
Licensing Officer



Police Licensing Unit,
Staffordshire Police Headquarters,
Block 9, Ground Floor, Weston Road, Stafford, Staffordshire, ST18 0YY.
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From: Lisa Roberts

Sent: 04 May 2023 11:46

To: 'mccdarren

Cc: James Finn <James.Finn@staffordshire.police.uk>; 'John Chislett' <J.Chislett@sstaffs.gov.uk>

Subject: Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

Dear Mr. McClure,

Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

In relation to the above application received by Staffordshire Police on the 26th April 2023, Staffordshire Police request the below conditions to be incorporated into the Premises Licence please:

To incorporate conditions in section M (b) The prevention of crime and disorder:

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Please could you advise, by return email, if you are in agreement to the above amendments and conditions being amended/incorporated into the Premises Licence?

If you have any queries please do not hesitate to contact me.

With many thanks, kind regards, Lisa.

Sent on behalf of SGT 4613 Jim Finn.

9456 Lisa Roberts
Licensing Officer



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