

## JOHN KIRKHAM

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**From:** KIRSTY GREEN  
**Sent:** 27 April 2022 12:28  
**To:** 'CRAIG WILDSMITH'  
**Cc:** 'Ashley Stockton'; JOHN KIRKHAM  
**Subject:** RE: Sugar club

Good afternoon,

I have reviewed the training that has been sent through in relation to Sugar.

I can see that a lot of the paperwork is examples that have been provided to you, however my main concern is that these policies/procedures have been copied and pasted and are not specific to Sugar. There are also duplicate policies listed.

I also feel that there needs to be more emphasis and focus on how underage will be tackled within the venue.

Upon review I have noted the following things;

Policy titled 'Staff Manual'

Is this supposed to be the age verification policy?

Again it is not specific in detail, it states that if a young person is unable to produce ID, security will call DPS. DPS will try and speak with young person. The policy needs to detail what actions the DPS will then take and how they will manage the young person and what actions they will take.

Anti-Theft policy

It needs to be detailed what staff do with any lost/found items, is there a log to complete?

Counter Terrorism Policy

'Project Argus' training, who has completed this and is there a certificate to state that this has been completed?

Disorder Strategies

There is no mention of completing incident/ejections log.

Drugs policy

It states that there is a search policy in place, however there is no details regarding what this actually is. Does Sugar actually employ toilet attendants in both male and female toilets?

Drunkenness Policy

The policy needs to specifically detail the action that is going to be taken by staff.

Duty of Care

There is reference that the licensee will get an at risk patron home safely. How will the licensee do this, what action are they going to undertake to ensure that the patron is home safely?

First Aid Policy

All members of staff who are first aid trained need to be listed and it noted within the policy where the first aid box is kept.

Managing conflict

Within the policy it makes reference to 'during your course you will be taught'. What course? You also need to detail how Sugar specifically is going to deal with incidents, who/when do management get involved, are security notified, where are people ejected etc. There is again no mention of incident logs being completed.

Duty of care for vulnerable people

In the policy it makes reference to 'All staff in venue are trained', how are they trained and in what?

Illness/Injury

This is not completed as first aiders are not listed.

Regards,

Kirsty Green  
Licensing Enforcement Officer  
South Yorkshire Police Licensing Department  
c/o Barnsley Police Headquarters  
Churchfields  
Barnsley  
S70 2DL

Email: [kirsty.green@southyorks.pnn.police.uk](mailto:kirsty.green@southyorks.pnn.police.uk)

T: 01226 736046

M: 07917212736

Website address - [southyorks.police.uk](http://southyorks.police.uk)



Tackling child sexual exploitation is a priority for the Force and it is the responsibility of everyone to help spot the signs and say something.

For more information visit [www.southyorkshire.police.uk/spotthesigns](http://www.southyorkshire.police.uk/spotthesigns)

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**From:** CRAIG WILDSMITH [mailto:[stereo30@live.co.uk](mailto:stereo30@live.co.uk)]

**Sent:** 26 April 2022 15:21

**To:** KIRSTY GREEN <[Kirsty.Green@southyorks.pnn.police.uk](mailto:Kirsty.Green@southyorks.pnn.police.uk)>

**Subject:** Sugar club

Hi Kirsty the re arranged policies for sugar

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Cheers

Craig

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