



January 2022

1. Date
2. Premises **Sugar Club, Pitt Street, Town Centre, Barnsley**
3. Designated Premises Supervisor **Ashley Stockton**
4. South Yorkshire Police Representative **John Kirkham Licensing Enforcement Officer**

Outline and Purpose

This action plan is an agreement between all the parties identified above to provide a framework of assistance and guidance to ensure compliance with the licensing objectives in respect of licensable activities conducted at Sugar Club, Pitt Street, Town Centre, Barnsley. This Action Plan has been suggested to the Designated Premise Supervisor/Premise Licence Holder as a means of ensuring that the premise is run to the standard expected by the Responsible Authorities under the Licensing Act 2003.

The failure by the Designated Premises Supervisor to abide by the action plan or any of its components with due cause or reasonable excuse, together with raised concerns as to the non compliance with the conditions of a licence or with the licensing objectives, may result in an application by the police to the Licensing Authority, to review the conditions of the licence (which includes adding new conditions, or the alteration, or omission of any established conditions) under Section 182 of the Licensing Act 2003.

Background

On the 8th January 2022 information was received that underage were frequenting the venue. Officers attended that same night and were also concerned that a number of individuals that were approached, appeared underage and were unable to produce any ID, with a number of individuals admitting to being underage.

Methodology

South Yorkshire Police will facilitate the improved compliance by regular meetings with the DPS to ensure the elements of the action plan are satisfied and to address any delays or issues relating to its implementation. Compliance with the action plan will be reviewed at these meetings and non-attendance or repeated rescheduling of meetings may lead to an adverse inference of non co-operation.

Action

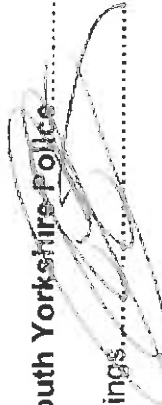
Action	Implementation Date	Date Completed
Refusal and ejection log to be maintained by bar staff and security staff. To be made available upon request for inspection by the Responsible Authorities under the Licensing Act 2003.		
Challenge 25 will be enforced at the venue, with signage displayed throughout.		
All policies and procedures will be reviewed, updated and will reflect the practices conducted at the Sugar Club as discussed at our meeting on the 20 th January 2022. Documentation will be held in a folder at the premises and will be available for inspection by responsible authorities on request.		
Provide/Refresh training for staff, detailing information/processes/procedures surrounding customer behaviour/dealing with conflict, drugs, intoxication and injury, age verification, vulnerable people and spiking. Training to be reviewed every 6 months and a training log kept which can be produced upon request of an authorised person. A copy of SYP Violent Incident Protocol supplied.		

	<p>Training shall be given to security staff in relation to illness and injury, drugs, age verification, refusal and ejection, spiking, vulnerable people, prevention and reduction of crime and incident recording. This is to be completed by all security staff and refreshed every 6 months. A training log should be kept which can be produced upon request by an authorised person.</p>	
	<p>All security staff to be briefed at the start of every shift, which is then to be logged and signed by all staff in attendance.</p>	
	<p>A documented de-brief to be completed with the head doorman and DPS/manager at the end of every shift.</p>	
	<p>A CCTV system will be fitted, maintained and in use at all times whilst the premises are open. The CCTV images will be stored for 30 days and police and authorised officers of the council will be given access to images for purposes in connection with the prevention and detection of crime and disorder.</p>	
	<p>Members of the management team will be trained in all aspects of the cctv system including the ability to configure, monitor, record and download.</p>	
	<p>All areas of the venue will be covered by CCTV, there will be no blind spots.</p>	
	<p>A review of all cameras to ensure a quality image is captured by CCTV and that there is quality face recognition on the camera that captures customers as they enter the venue.</p>	
	<p>Risk assessments to be completed at the premises to ensure the ratio and duty times of security staff and staff working is sufficient for the occupancy/event.</p>	

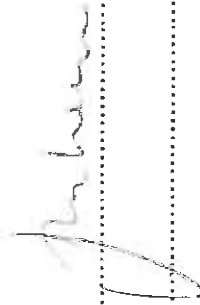
The signatories below agreed this action plan and all its components



Signed on behalf of premises
Print Name Ashley Stockton
Date 27th January 2022
Position PLH/DPS.....



Signed on behalf of South Yorkshire Police
Print Name Clive Collings
Date 27th January 2022
Position Inspector.....



Signed on behalf of South Yorkshire Police
Print Name John Kirkham
Date 27th January 2022
Position Licensing Enforcement Officer.....