55

Crime and Prevention Document

5 Hannington's Lane, Brighton, O'Donnell Moonshine

DPS:	Redacted Text
Contact:	Redacted Text

Risks	Mitigating measures	Record keeping	Responsible person for implementation
Alcohol shoplifting	 CCTV covering shop & entrance with staff training how to operate it No alcohol on display in imminent proximity to exit & till All alcohol will be in sight line of the counter and always under surveillance of staff & CCTV 	- Min. 31 days storage	 DPS/authorized person DPS to arrange original set-up/staff on shift
	- Regular Verbal reinforcement towards staff to look out for suspicious shoplifting behaviour		- Provided by DPS/authorized person
Anti-Social Behaviour (ASB) <u>on</u> premises	 CCTV in place to discourage ASB Displaying a sign setting out 'behaviour rules' on site 	- Min. 31 days storage	 DPS DPS/authorized person Training provided by DPS/authorized person
	- Staff will be provided with a 'conflict training' to handle difficult situations on site	- Training records kept for inspections	- Training provided by DPS/authorized person / Staff on shift
	- No alcohol will be served/sold to any intoxicated person and the appropriate training 'Refusing the sale of alcohol to a person who is drunk' will	- Training records kept for inspections	Staff on siteStaff on site

56	

Entrance/Exit area of shop All bags will be 'sealed' with a sticker stating, 'for home consumption'. Verbal reiteration by staff that products are for consumption at home during check-out. Zero tolerance policy: If anti-social behaviour is observed imminent report to the police. Incident logbook to record any case Entrance/Exit area of shop - Staff on site - Staff on site - Staff on site - Staff on site - Staff on site	Anti Casial Dahaviaun	be provided incl. Verbal reminders - Limitation of people in the shop at anyone time to a max. of 8 - No promotions to encourage or glamorise Anti-Social Behaviour - Incident logbook to record any case - Imminent feedback to all staff about occurred situation for training purposes	- Avail. on site for inspection kept for 24 months	 Staff on site DPS/authorized person Staff on site to fill out / DPS or authorized person to check and sign-off at a min of every 4 weeks. DPS/authorized person
behaviour is observed imminent report to the police. - Incident logbook to record any case - Avail. on site for inspection kept for 24 months - Staff on site	Anti-Social Behaviour (ASB) <u>off</u> the premises	 All bags will be 'sealed' with a sticker stating, 'for home consumption'. Verbal reiteration by staff that products are for consumption at home during 	- Min. 31 days storage	
any case kept for 24 months Staff on site		behaviour is observed imminent report to the police.		- Staff on site
- Infillitetit teedback to all		_	- Avail. on site for inspection kept for 24 months	- Staff on site
staff about occurred situation for training purposes		situation for training		
- All alcohol sales will be in sealed containers only - No alcohol deliveries will take place from the premises - Staff on site		sealed containers onlyNo alcohol deliveries will take place		- Staff on site

Underage Sales	- No under 18's will be allowed on site, unless they are accompanied by an adult over the age of 18.
	- 'Licensed Premise for over 18's only' signage on door. - DPS/authorized person
	- Strict 'Challenge25' policy (only accept passport, driving license or EU ID Cards - Incidents of attempted underaged sales will be recorded in incident log - Staff on site
	- Display Challenge 25 sticker in prominent locations - DPS/authorized person
	- Staff training of Alcohol licensing (refresher every 2 weeks) - Training records kept for inspection - DPS/authorized person
	- List and authorization letters for all people trained to sell alcohol will be kept on site - List kept on site for inspection - DPS/authorized person
	- No deliveries will take place from the premises - DPS/authorized person
	- Incident logbook will record all attempts of underaged sales - Avail. on site for inspection kept for 24 months - Staff on site
Proxy Sales	 Verbal reinforcement to all staff to watch out for suspicious behaviour in front of shop relating to proxy sales (exchange of cash/IDs). DPS/authorized person
	- Refuse sale if suspicious of proxy sales. - Recording in incident logbook if situation occurs

Signature: Print name: Redacted Text Date: 14/09/2020