

# Appendix F

## Memorandum of Agreement

This memorandum reflects the agreement between Ladan Hadavi, Premises Licence Holder of Golden Grill, 9 Western Road, Hove, BN3 1AE, and the Chief Constable of Sussex Police in the matter of the Review of the Premises Licence to be heard on the 25<sup>th</sup> April 2014.

It is agreed that the premises licence be varied as follows:

1. Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System, operated and maintained throughout the premises internally and externally to cover all public areas, including the entrance to the premises. The CCTV cameras and recording equipment must be of sufficient quality to work in normal lighting levels inside the premises at all times. CCTV footage will be stored for a minimum of 28 days and subject to Data Protection requirements 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. The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. 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 for the police without difficulty or delay and without charge to Sussex Police. Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.
2. The premises will join the BCRP or like scheme operating with 'Nightsafe' information, Yellow card schemes and radio' if it exists.
3. The premises will contract the services of an approved mobile support unit if available to cover all its hours of opening.
4. The premises will complete a written risk assessment in relation to the provision of SIA registered door staff at the premises. The written risk assessment will take into account information or guidance offered by the police, and also taking into account busy periods such as Bank Holidays and other City Centre events. The written risk assessment will be available for inspection by police and Authorised Licensing Officers. Additional door staff will be provided at the premises for a specified period if required in writing by Sussex Police.

- Sussex Police
5. All staff however frequently or infrequently employed and in whatever role shall receive training in the hours of operation permitted, the law and conditions on the licence. This training will be carried out before the premise re-opens, will be documented in full and a written record kept in a separate file for each member of staff who will not commence working at the premise until the training is received and acknowledged and thereafter will be refreshed at intervals of no longer than 3 months. All details of training and the written records will be kept for at least 12 months and made available for inspection by the police and authorised officers under the Act.

The following have also been agreed:

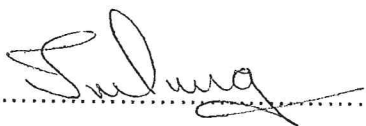
From the 29<sup>th</sup> of May 2014 until the 29<sup>th</sup> of August 2014 on any occasion the premises is open after 23.00 hrs an SIA registered door supervisor will be employed until after close of the premises, such closure time being recorded daily by the manager in charge and signed off by the Door Supervisor employed. During this three month period a written risk assessment will be made concerning the need for additional door staff, taking into account information or guidance offered by the police, and also taking into account busy periods such as Bank Holidays and other City Centre events. The written risk assessment will be available for inspection by police and Authorised Licensing Officers. Additional door staff will be provided at the premises for a specified period during the three month period if required in writing by Sussex Police. [This temporary condition will supersede condition 4 above during the specified period between May to August].

The premises licence holder agrees a period of suspension from Thursday the 22<sup>nd</sup> of May through to Wednesday the 28<sup>th</sup> of May during which time no licensable activities will take place after 23:00 hrs.

Sussex Police and Ladan Hadavi submit this Memorandum of Agreement to the Licensing Committee for consideration and respectfully request that the agreement is accepted in its entirety.

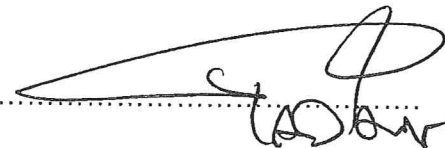
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Both parties contend that application of the above conditions to the Premises Licence and suspension of the Premises Licence, as detailed above, is both necessary and proportionate to ensure the four Licensing Objectives will be promoted.

Signed..........

Jean Irving signing on behalf of Sussex Police

Dated:

Signed..........

Ladan Hadavi on behalf of Golden Grill

9/03/14

Dated:

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