

Appendix 5

From: Jo Belton <Jo.Belton@southyorkshire.police.uk>

Sent: 25 July 2025 17:18

To: Diane Kraus <Diane.Kraus@rotherham.gov.uk>

Subject: Hepworth Drive

Dear Mr Kraus

The following additional evidence is submitted in support of the application was made by the Chief Constable of South Yorkshire Police for the review of the Premises Licence issued to Hepworth Drive Off Licence Store Limited in respect of Hepworth Drive Off Licence Store (22 Hepworth Drive, Aston, Sheffield S26 2BG).

On Tuesday 22nd July 2025 at approximately 10:50 hours I visited the premises to carry out a Licence compliance inspection. At the time of this inspection there was a single member of staff working, Ms Lauren Gale. I found the shop to be operating in non-compliance with the following conditions:

Condition 2 of Annex 2 of the Licence

Staff shall log all refusals and challenges made under the Challenge 25 Policy in a bound book. This log must show:

- a. the date the refusal/challenge is made;
- b. the name of the member of staff who made the refusal/challenge;
- and
- c. if refused, whether fake ID was seized

Non-compliance – refusals were being logged but not challenges

Condition 3 of Annex 2 of the Licence

The DPS shall check the Challenge 25 log at least once a week, and sign and date each check

Non-compliance – no DPS checks recorded in Challenge 25 log

Condition 8 of Annex 2 of the Licence

The DPS shall check the incident book at least once a week, and sign and date each check

Non-compliance – no DPS checks recorded in incident book

Conditions 9. of Annex 2 of the Licence

The CCTV system installed at the premises shall:

- a. be maintained fully at all times;
- b. make and retain clear images; and
- c. show an accurate date and time that the images were made.

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Non-Compliance of condition 9a – Staff member unable to access the CCTV at the time of the visit. Told this was due to a faulty mouse and that DPS was aware of the fault

As not able to access system, unable to ascertain compliance with conditions 9b and 9c

Conditions 10 of Annex 2 of the Licence

All CCTV images shall be retained for a period of not less than 31 days.

Unable to ascertain compliance with condition 10

Conditions 11 of Annex 2 of the Licence

CCTV images shall be immediately made available for review upon request of the Police or an authorised officer of the Licensing Authority.

Non-compliance – unable to review CCTV images

Conditions 13 of Annex 2 of the Licence

A record of each member of staff who is authorised to sell alcohol shall be kept on the premises. This record shall include the staff members full name, address, and date of birth.

Non-compliance – no record available.

Conditions 14 of Annex 2 of the Licence

All staff shall receive training on induction, and year thereafter, on:

- a. operation of 'Challenge 25';
- b. types of acceptable ID;
- c. method of recording refusals;
- d. refusing sales of alcohol to persons who appear to be drunk;
- e. preventing proxy sales; and
- f. how to review the CCTV system if requested.

Unable to ascertain compliance with condition 14 – member of staff on duty said she had been trained but no record of this.

Conditions 15 of Annex 2 of the Licence

Staff training shall be recorded, and this record shall be kept of the premises and shall, on request, be made available for inspection by the Police or an authorised officer of the Licensing Authority.

Non-compliance – no record available (shown a book that had some training questions in, but no signed training record maintained)

The above evidence demonstrates that the Licence holder is unwilling, or unable, to operate the premises in a manner that promotes the licensing objectives and supports the recommendation of the Chief Constable of South Yorkshire Police that the Premises Licence is revoked.

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I would also mention that at the time of my visit the exterior of the shop was like a building site, creating a hazard for people entering and exiting the shop.

Yours sincerely

Jo Belton

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