

# Appendix 2

Representation by  
Lancashire Police

Appendix 2

Iqbal, Waj

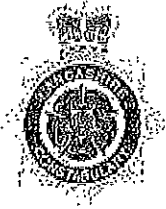
**From:** Taylor, Andrew <Andrew.Taylor2@lancashire.pnn.police.uk>  
**Sent:** 06 November 2018 11:51  
**To:** Iqbal, Waj  
**Subject:** Conditions.  
**Attachments:** Storey-Printroom.docx

Waj,

Thanks for coming today mate.

Please find attached agreed conditions for the Storey app.

Cheers  
Andy



**Constable 2338 Andrew Taylor**  
Licensing Officer  
Lancaster Police Station

t: 01524 596631  
01524 596648



\*\*\*\*\*  
\*\*\*\*\*

This message may contain information which is confidential or privileged. If you are not the intended recipient, please advise the sender immediately by reply e-mail and delete this message and any attachments, without retaining a copy.

Lancashire Constabulary monitors its emails, and you are advised that any e-mail you send may be subject to monitoring.

This e-mail has been scanned for the presence of computer viruses.

\*\*\*\*\*  
\*\*\*\*\*

## Storey-Printroom Bar and Garden

### Agreed conditions:

A documented Challenge 25 scheme will be operated at the premises. The Challenge 25 scheme shall be actively promoted and advertised at the premises and will ensure that any person purchasing alcohol, who appears to be under 25 years of age, shall be asked to provide acceptable identification to prove that they are 18 years of age or over. Failure to supply such identification will result in no sale or supply of alcohol to that person.

The Proof of Age Standards Scheme (PASS) will be actively promoted at the premises by the display of Challenge 25 posters bearing the PASS logo.

A PASS accredited holographic proof of age card will be the main identification document accepted at the premises as proof of age. A PASS card must be accepted as proof of age if a purchaser possesses one. Where a purchaser does not possess a PASS accredited proof of age card, only the following alternative forms of alternative identification will be acceptable:-

- (a) Photo driving licence
- (b) Passport or
- (c) Her Majesty's Forces Warrant Card

To utilise and fully record any refused sales or challenges made to patrons and such records be kept in an appropriate form and be made available on inspection to the police or other authorised agency.

All staff involved with the provision of alcohol will successfully complete training in age related products prior to operating a till. This will be fully documented and be available for inspection to police officers or other authorised persons.

An incident book will be maintained in which there will be recorded:

- All incidents of crime and disorder
- Refused sales to suspected under-age and drunken persons.
- A record of any person asked to leave the premises.
- Details of occasions on which the police are called to the premises.
- A record of persons searched on suspicion that drugs are being carried and the reason for such suspicion.

The book will be available for inspection by a police officer or authorised person on demand.

CCTV equipment shall be installed and be maintained in good working order in accordance with the manufacturer's instructions. Training should be provided for staff members in the usage of the CCTV equipment. CCTV footage recorded must, as a minimum, cover each entry/exit point of the premises and be recording at all times when the premises is conducting licensable activities. The images recorded by the CCTV system shall be retained in unedited form for a period of not less than 30 days.

The Data Controller will make footage available within a reasonable time to a Police Constable or Authorised Officer, where such request is made in accordance with and which satisfies the Data Protection Act 1998.

A Drugs Policy must be in place at the premises and positive action taken when drugs are found. Appropriate signage must be on display and all incidents reported to Police. Frequent checks of the toilets must be undertaken to check for any drug use.

A daily risk assessment must be undertaken by management & DPS as to the requirement for SIA registered door security to cover the evening/night events. Police & Lancaster City Council should be consulted if in doubt. Appropriate records must be kept detailing name and badge number and times when SIA on duty.

No unaccompanied children allowed on the premises.

A Personal Licence Holder must be on duty at all times the premises is open for licensable activities except in the case of an emergency.

All private bookings should be risk assessed by management. Records of the booking should be kept and any concerns passed to Police Licensing. These records should be available for inspection by Police or any other responsible authority.