

Wyreside Hall conditions agreed with Lancashire Police

1. 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.
2. 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.
3. 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
4. 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.
5. All staff involved with the provision of alcohol will successfully complete training in age related products prior to operating a till. Refresher training will also be successfully completed not more than every 6 months, this will be fully documented and be available for inspection to police officers or other authorised persons.
6. 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.
7. The images recorded by the CCTV system shall be retained in unedited form for a period of not less than 30 days.
8. 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.

9. All private bookings should be risk assessed by management. Payment should be via card only with full details taken at point of booking. 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.
10. No persons under the age of 18 shall be employed on the premises in relation to the selling of alcohol.
11. No person under the age of 21 will be allowed to organise or book a private function at the premises.
12. 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.
13. Any requirement for SIA Door Staff to be done on a risk assessment basis such as:
Music Festivals, St Patrick's Day, Bank Holidays, last Friday before Christmas known as 'Black Eye Friday', Any showing of major sporting events including Boxing, Football (World Cup, European Championships, Premier League), Wrestling etc,

Where there is information from Police where security is needed such as a wake, funeral or high tensions in the area and community.

The manager in charge must risk assess these events and have in place sufficient SIA door staff cover to manage the premises and ensure the Licensing Objectives are being promoted.

Any bookings, events etc where large numbers expected (large numbers being in excess of what the manager usually expects on any given day of trading) then the manager is requested to email Police Licensing. Management are welcome to contact Police Licensing for any advice on these matters.