

Your ref: Debbie Elworthy
Our ref: JGC/AF/AF/NADE1/1

17 February 2016

The Clerk
East Lothian Licensing Board
John Muir House
Haddington
East Lothian
EH41 3HA

By email only to: delworthy@eastlothian.gov.uk

Dear Sir

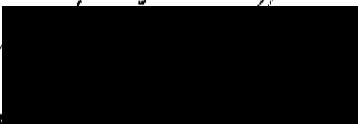
Licensing (Scotland) Act 2005
Abdul Nadeem
Pan Convenience Store, Prestonpans

Further to our letters of 15 and 16 February 2016 lodging applications for provisional premises licence and occasional licences respectively, we enclose an amended Licensing Objectives Compliance together with further copies of the documentation referred to therein. The version sent to you under cover of that letter had not been fully updated. Please replace this with the enclosed and place copies with all of our applications.

We would also like to stress that the previous designated Premises Manager, Mr Ali Raza, will **not** be considered for appointment as Premises Manager in these premises or any other licensed premises which our client owns or operates.

We would ask that this letter and the enclosures be circulated to the police, Licensing Standards Officer and any other interested parties.

Yours faithfully


John Cassells
Partner
Email: jgc@businesslaw.co.uk
DD: 01383 745791

cc. Inspector Harborow, Police Scotland
Rudi Fruzynski

1 George Square, Castle Brae, Dunfermline KY11 8QF LP1 Dunfermline 3
Phone: (01383) 721621 Fax: (01383) 722080

Email: enquiries@businesslaw.co.uk website: www.businesslaw.co.uk

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Members: Robin Millar, Stephen Lochrie, Ruth Waters, John Cassells and Alan Stalker.


Consultant: Neil Killick. Associates: Julie Sullivan, Craig Smith and Fiona Grant.

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Registered Office: 1 George Square, Castle Brae, Dunfermline KY11 8QF

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Licensing Objectives Compliance

Applicant	Abdul Kareem Nadeem 
Name and Address of Premises	Pans Convenience Store 5 Hawthorn Road Prestonpans EH32 9QW

In connection with the application for a Provisional Premises Licence and applications for Occasional Licences in terms of the Licensing (Scotland) Act 2005 in respect of the above premises, the Applicant will take the following steps to comply with the Licensing Objectives.

1 Prevention of Crime and Disorder

1. The Applicant provides in-house training, including induction and reminder training for all staff on the sale of alcohol and age restricted products.
2. Applicant has daily reminder system in place to help ensure compliance – reminder documentation attached.
3. The Premises operates a Challenge 25 proof of age policy which requires approved ID for those believed to be under 25 years of age – policy attached.
4. Staff at till all speak English and can communicate effectively with customers including communication of requests for permitted age ID and reasons for refusal.
5. Premises display full Challenge 25 information throughout the store – for example see attached.
6. The premises has CCTV cameras in operation enabling continuous monitoring of the store by staff at the till. The images can be made available to police if required.
7. Personal Licence holder to be present in store at least for part of every day and at busy times.

2 Securing Public Safety

1. The Applicant provides in-house training, including induction and refresher training for all staff on the sale of alcohol and age restricted products.
2. Applicant has daily reminder system in place to help ensure compliance – reminder documentation attached.
3. The Premises operates a Challenge 25 proof of age policy which requires approved ID for those believed to be under 25 years of age – policy attached.
4. Staff at till all speak English and can communicate effectively with customers including communication of requests for permitted age ID and

- reasons for refusal.
5. Premises display full Challenge 25 information throughout the store – for example see attached.
 6. The premises has CCTV cameras in operation enabling continuous monitoring of the store by staff at the till. The images can be made available to police if required.
 7. Personal Licence holder to be present in store at least for part of every day and at busy times. The premises are the subject of a health and safety risk assessment which is reviewed regularly.
 8. The premises are the subject of a health and safety risk assessment which is reviewed regularly.
 9. The premises are the subject of a fire risk assessment which is reviewed regularly.

3 Preventing Public Nuisance

1. Liaison with community police.
2. The premises operates a policy that anybody exhibiting behaviour considered to be anti social are ejected and barred from the premises.
3. The Applicant provides in-house training, including induction and reminder training for all staff on the sale of alcohol and age restricted products.
4. Applicant has daily reminder system in place to help ensure compliance – reminder documentation attached.
5. The Premises operates a Challenge 25 proof of age policy which requires approved ID for those believed to be under 25 years of age – policy attached.
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8. The premises has CCTV cameras in operation enabling continuous monitoring of the store by staff at the till. The images can be made available to police if required.
9. Personal Licence holder to be present in store at least for part of every day and at busy times.

4 Protection of Public Health

1. Staff are trained not to sell alcohol to those under the influence.
2. The premises does not advertise or promote alcohol in a manner to encourage excessive drinking.
3. The Applicant provides in-house training, including induction and reminder training for all staff on the sale of alcohol and age restricted products.
4. Applicant has daily reminder system in place to help ensure compliance – reminder documentation attached.
5. The Premises operates a Challenge 25 proof of age policy which requires approved ID for those believed to be under 25 years of age – policy attached.

6. Staff at till all speak English and can communicate effectively with customers including communication of requests for permitted age ID and reasons for refusal.
7. Premises display full Challenge 25 information throughout the store – for example see attached.
8. The premises has CCTV cameras in operation enabling continuous monitoring of the store by staff at the till. The images can be made available to police if required.
9. Personal Licence holder to be present in store at least for part of every day and at busy times.

5 Protecting Children from Harm

1. Unaccompanied children in store are closely monitored. No more than 4 / 5 permitted in store at any one time.
2. There is a strict control on the sale of age restricted products, including EPOS till prompts to staff.
3. The Applicant provides in-house training, including induction and reminder training for all staff on the sale of alcohol and age restricted products.
4. Applicant has daily reminder system in place to help ensure compliance – reminder documentation attached.
5. The Premises operates a Challenge 25 proof of age policy which requires approved ID for those believed to be under 25 years of age – policy attached.
6. Staff at till all speak English and can communicate effectively with customers including communication of requests for permitted age ID and reasons for refusal.
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8. The premises has CCTV cameras in operation enabling continuous monitoring of the store by staff at the till. The images can be made available to police if required.
9. Personal Licence holder to be present in store at least for part of every day and at busy times.

07718882837

Janet Hood Consulting
not a firm of solicitors

janethood@me.com

ONE PAGE PER DAY

Daily reminders Pan Convenience Store
Reminders to be made by Premises Manager
Other Personal Licence Holder
Other responsible person

Record of Daily Staff Reminders - must be kept on file or in book - one page per day			
DATE	eg 3 June 2016		
Staff reminded name	eg Janet Hood	eg Mary Smith	eg Joe Bloggs
Challenge 25	X		
No service of alcohol to under 18s	X		
No entry by or service to drunk persons	X		
Check outside for agency purchases	X		
Start time for sale of Alcohol 10 a.m.	X		
Closing time for sale of alcohol 10 p.m.	X		
Look at till reminders	X		
Ensure signage clear and easy to read pointed out to staff	X		
Staff signature	eg Janet Hood		
Manager advising name	eg Abdul Nadeem		
Manager Signature	eg AKNadeem		

CHALLENGE 25 POLICY FOR

PANS CONVENIENCE STORE

In these premises it is the policy that in terms of

The Alcohol etc. (Scotland) Act 2010 section 6

No person employed within these premises to sell or serve alcohol shall sell or serve alcohol to any individual whom they believe to be under the age of 25 or to any person attempting to purchase alcohol for a person whom they believe to be under the age of 25 - UNLESS

The employee has requested, seen, and accepted photographic proof of age of the person they believe to be under 25 in the form of

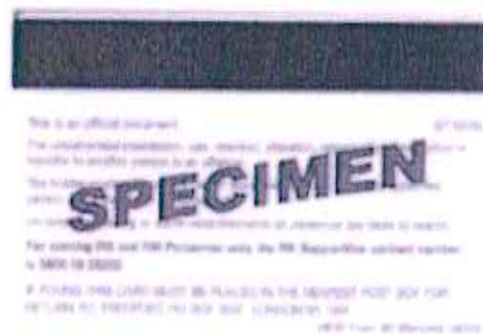
1. Current Passport
2. Current Photo driving license
3. Current Young Scot, Citizen or other acceptable "PASS" logo Card.
4. EU ID CARD
5. MOD ID CARD
6. BIOMETRIC RESIDENCY PERMIT

UNDER NO CIRCUMSTANCES SHALL ALCOHOL BE SOLD TO PERSONS WHO ARE UNDER THE AGE OF EIGHTEEN.

ALL EMPLOYEES UNDERSTAND THAT FAILURE TO ADHERE TO THIS POLICY WILL PUT AT RISK THE PREMISES LICENCE; THE JOBS OF THEIR COLLEAGUES & THE BUSINESS OF THEIR EMPLOYER. THEY FURTHER UNDERSTAND THAT ANY SUCH FAILURE MAY BE DEEMED GROSS MISCONDUCT UNDER THE TERMS OF THEIR CONTRACT OF EMPLOYMENT AND MAY LEAD TO INSTANT DISMISSAL AND CRIMINAL PROSECUTION.

EMPLOYERS SIGNATURE _____ DATE _____

EMPLOYEES SIGNATURE _____ DATE _____



Janet Hood LLB Dip LP Accredited Licensing Law Specialist
Janet Hood Consulting - janethood@me.com 0771 888 2337

UNDER 25?

Please be
prepared to show
proof of age when
buying alcohol



drinkaware.co.uk



LICENSING (SCOTLAND) ACT 2005

PANS CONVENIENCE STORE

It is an offence for a person under the age of 18 to buy or attempt to buy alcohol on these premises.

It is also an offence for any other person to buy or attempt to buy alcohol on these premises for a person under the age of 18.

Where there is doubt as to whether a person attempting to buy alcohol on these premises is aged 18 or over, alcohol will not be sold to the person except on production of evidence showing the person to be 18 or over.

This notice is displayed in accordance with the provisions of section 110 of the Licensing (Scotland) Act 2005

Notice prepared by Janet Hood,

– Accredited Licensing Specialist

E: janethood@me.com M: 0771 888 2837

CUSTOMER INFORMATION

PANS CONVENIENCE STORE

The Alcohol etc. (Scotland) Act 2010 section 6

PLEASE NOTE THAT THE MANAGEMENT OF THESE PREMISES HAVE MADE THE FOLLOWING POLICY WITH WHICH THE STAFF MUST COMPLY

ANY PERSON ATTEMPTING TO PURCHASE ALCOHOL

WHO APPEARS TO BE UNDER THE AGE OF 25

OR ANY PERSON ATTEMPTING TO PURCHASE ALCOHOL FOR ANOTHER PERSON

WHO APPEARS TO BE UNDER THE AGE OF 25

WILL NOT BE SERVED UNLESS THE PERSON APPEARING TO BE UNDER THE AGE OF 25 CAN PRODUCE CURRENT PHOTOGRAPH AGE VERIFICATION DOCUMENTS

THE ONLY AGE VERIFICATION DOCUMENTS ACCEPTED ON THESE PREMISES ARE

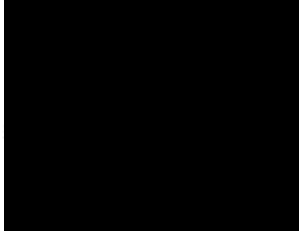
1. Current Passport Current
2. Photo driving licence
3. Current Young Scot, Citizen or other acceptable "PASS" logo Card.
4. EU ID CARD
5. MOD ID CARD
6. BIOMETRIC RESIDENCY PERMIT



Your ref:
Our ref: JGC/AF/AF/NADE1/1

17 February 2016

Janet Hood



Dear Janet

Pans Convenience Store, 5 Hawthorn Road, Prestonpans

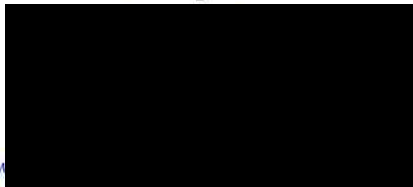
We refer to the above and would confirm that the current owners of the above property are Faheem Younis and Abdul Kareem Nadeem as partners of and trustees for the firm of Faheem Younis and Abdul K Nadeem who purchased the property on 13 June 2014 from Mohammed Yousaf and Mohammed Younis (Faheem Younis' father).

The subjects were thereafter leased to Pan Convenience Store Limited by a lease dated 7 November 2015. The lease was granted for a period of 10 years commencing 7 November 2015 terminating 6 November 2025.

In terms of the lease Pan Convenience Store Limited is entitled to exclusive occupation of the premises.

Mr Mohammed Younis has now no connection with the property.

Yours sincerely



Paralegal

Email: af@businesslaw.co.uk
DD: 01383 745774

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