



**LICENSING ACT 2003
Schedule 132 Part A
Premises Licence**

Regulation 33, 34

**Bristol City Council
Licensing Team (Temple Street) PO BOX 3176 Bristol BS3 9FS**

Premises Licence Number

17/06322/PREM

Part 1 Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code:

15 Small Street (Former Big Chill Bar)
15 Small Street
City Centre
Bristol
BS1 1DE

Telephone number: 0117 9298074

Where the licence is time limited the dates Not applicable

Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities.

Sale of Alcohol	Monday to Sunday 11:00 - 04:00
Films	Monday to Sunday 11:00 - 04:00
Live Music	Monday to Sunday 11:00 - 04:00
Recorded Music	Monday to Sunday 11:00 - 04:00
Performances of Dance	Sunday 11:00 - 00:30
Performances of Dance	Monday to Saturday 11:00 - 02:00
Provision of facilities for making music	Sunday 12:00 - 00:30
Provision of facilities for making	Monday to Saturday 11:00 - 02:00

music

Provision of facilities for dancing Monday to Sunday 11:00 - 04:00

Late night refreshment Monday to Sunday 23:00 - 04:00

Non Standard Timings

Non standard timings not applicable.

The opening hours of the premises

Monday to Sunday 09:00 - 04:30

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Supply of alcohol authorised for On and Off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Papajis Ltd
109 Whiteladies Road
Clifton
Bristol
BS8 2PB

andy@fccbristol.com

Registered number of holder, for example company number, charity number (where applicable)

Registered Business Number - 06674145

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Sadie Fitzsimmons
8 Belvedre Road
Bath
BA1 5ED

Personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Personal licence number:

10/01039/LAPER

Issuing Authority:

Bath And North East Somerset

Annex 1 – Mandatory conditions

Mandatory condition Licensing Act 2003 - Supply of Alcohol

1.No supply of alcohol may be made under the premises licence-

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory Licensing Conditions - Additional conditions imposed by Policing and Crime Act 2009

Conditions numbered 1 - 4 shall be in force as of the 01 October 2014.

Conditions 1, 2 and 4 shall not apply where the premises licence authorises sale by retail or supply of alcohol only for consumption off the premises.

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to -

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must ensure that -
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Additional conditions imposed by Licensing Act 2003 (Mandatory Conditions) Order 2014
Conditions numbered 1 - 4 shall be in force as of 28 May 2014

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1 -
- (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - (b) "permitted price" is the price found by applying the formula -
$$P = D + (D \times V)$$
Where -
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Mandatory condition Licensing Act 2003 - Door Supervision

- Where this licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, each such individual must:
- (a) be authorised to carry out that activity by a licence granted under the Private Security Industry

Act 2001; or

(b) be entitled to carry out that activity by virtue of section 4 of that Act.

(As required by s21 Licensing Act 2003 as amended by the Violent Crime Reduction Act)

Mandatory condition Licensing Act 2003 - Exhibition of Films

In this section - "Children" means persons aged under 18."

The admission of persons to the exhibition of any film shall be restricted in accordance with any recommendations made by the Licensing Authority, Bristol City Council as the relevant film classification body, save that in those circumstances where the Licensing Authority has made no recommendation which applies to the particular film, the admission of persons shall be restricted in accordance with any recommendation made by the British Board of Film Classification. Children shall not be admitted to any exhibition of films at times where access to the premises by children has been restricted by the conditions of this licence.

In accordance with section 20 (3) (b) The Licensing Authority for Bristol hereby notifies the premises licence holder that this licence does not authorise the exhibition of any film categorised by the Licensing Authority or the Film Classification Body as R18. This restriction shall not apply to those premises licensed as a sex cinema in accordance with the Local Government (Miscellaneous Provisions) Act 1982 Schedule 3 Section 2 Control of Sex Establishments.

Annex 2 – Conditions consistent with the Operating Schedule

Conditions consistent with the operating schedule application submitted 10 May 2010

1 Further Details

Live Music: Both Indoors and Outdoors

Live music will be amplified

Recorded Music: Both Indoors and Outdoors

Recorded and DJ. Sound system controlled through a limiting device

Performance of dance: Limited to Indoors only

From time to time to accompany the live music

Provision of facilities for making music: Limited to indoors

Occasion demo band performances and 'jam' nights

Provision of facilities for dancing: Limited to Indoors

Located in the main bar area

Late night refreshment: Limited to Indoors

Pre prepared hot and cold bar snacks

2 Staff shall be trained in the requirements of the Licensing Act 2003 and drug awareness.

3 The DPS or a responsible person nominated by him shall be on the premises when trading continues past 2300 hours. This person shall not be engaged in any activities which shall prevent them from exercising general supervision.

4 The DPS shall remain a member of Bristol Pub Watch Scheme.

5 TEN working days written notice shall be given to police when required for planning events.

- 6 There shall be zero tolerance to drugs, alcohol misuse and violence.
- 7 Adequate lighting shall be provided at all times the premises is open to the public.
- 8 Current Fire Certificate shall be in place.
- 9 There shall be provision of emergency lighting.
- 10 A Registered First Aider shall be present onsite during late night periods.
- 11 Fire and Health and Safety Risk Assessments shall be reviewed periodically and documented records kept.
- 12 A notice shall be placed predominantly at the exits asking customers to leave quietly.
- 13 A noise limiting device shall be used with the sound system.
- 14 Children shall be permitted on the premises between 2400 hours and 0700 hours as bona fide residents in the letting rooms or as bona fide guests attending a private function which has been pre-booked.
- 15 Children must be accompanied by an adult

Annex 3 – Conditions attached after a hearing by the licensing authority

Conditions attached at a Hearing on 24 June 2010

Trading Standards:

- 1 Staff training should be clearly documented and signed and dated by the member of staff and the trainer. The records should be available for inspection on request by enforcement officers from Bristol City Council and partner agencies.
- 2 A Challenge 25 policy should be implemented at the premises with relevant signage clearly displayed. This will require that someone who appears to be under the age of 25 who attempts to purchase alcohol will be required to produce on request identification bearing their photograph, date of birth and a holographic mark before being served alcohol.
- 3 A record should be kept of refused sales and other incidents. This should be available for inspection on request by enforcement officers.

Police:

- 4 **Occupancy**
Overcrowding shall not be permitted in any part of the premises. The occupancy shall be restricted to 410 persons in the premises (subject to assessment by the Fire Service). The occupancy figure includes staff, performers and public. The Premises Licence Holder shall ensure that there are appropriate management controls to ensure that the occupancy figure is not exceeded at any time.
- 5 **Door Controls**
There shall be no entry or re-entry to the premises after 0300 hours.
- 6 Appropriate signage shall be clearly displayed at each exit from the premises advising

patrons of the entry, re-entry condition and that this prohibition also applies to people wishing to leave the premises to smoke.

7 A supplementary system of capacity control shall operate from 2200 hours, and on all occasions where door supervisors are employed. A capacity log shall be maintained from that time until the premises close, and shall be updated at least hourly. Such logs shall be retained for a period of 31 days and produced to a licensing or Police officer if required.

8 Door Supervision

- a) SIA registered door supervisors must be used to vet customers and maintain public order.
- b) The Premises Licence Holder shall ensure that any person responsible for the management of the premises, can identify by name, those persons employed as door supervisors at the premises to a Police Officer or Bristol City Council Licensing Officer upon request.
- c) The premises Licence Holder shall ensure that where door supervisors are employed at the premises, they enter in a bound register kept for that purpose their full name, badge number (including expiry date), the time they commenced their duty and the time they completed their duty, immediately after doing so. This register shall be kept at the premises at all times and made available to a Police or Licensing Officer immediately on requirement. Particulars of duties covering a minimum period of 31 days prior to the requirement shall be available.
- d) The Premises Licence Holder shall ensure that a register of all door supervisors employed at the premises is maintained and updated, such a register to include the following details of those personnel and is to be kept on the premises at all times: Full name, date of birth, full address, contact telephone number, employing agency (if appropriate). The register shall be made available to an authorised officer of the Council or Police upon request.
- e) On Fridays and Saturdays there will be a minimum of two door supervisors on duty from 2000 hours, and a minimum of four from 2300 hours, until the premises closes. On any Sunday prior to a Bank Holiday Monday a minimum of two door supervisors will be on duty from 2000 hours until the premises closes.
- f) All door supervisors shall be capable of communicating instantly with one another by way of radio or other simultaneous system of communication.
- g) The Premises Licence Holder shall ensure that all door supervisors employed at the premises wear a current identification badge, issued by the Security Industry Authority, in a conspicuous position to the front of their upper body.
- h) All door supervisors shall wear high visibility, distinctive, clothing or insignia (such as a jacket or waistcoat) so that they are easily identifiable in their role.

9 Security

- a) The premises Licence Holder shall ensure that signage is prominently displayed in the premises advising all customers not to leave any belongings unattended.
- b) The Premises Licence Holder shall document and implement a search policy at the premises, and will produce the policy when so requested by a Police Officer or City Council Licensing Officer.
- c) The Premises Licence Holder shall ensure that an 'Incident report register' is maintained at the premises, in a bound book, in which full details of all incidents are to be completed as soon as practicable after the event, and in any case no later than the close of business on the day of the incident. The time and date the report was completed, and by whom, is to form part of the entry. The incident report register will be held at the premises at all times, and contain all incidents of at least the preceding 12 months. This register shall be produced to an authorised Officer of the Council or the Police immediately upon request.

10 CCTV

- a) CCTV will be operative at the premises of a standard satisfactory to the Police and Licensing Authority, and shall monitor all areas used by patrons, including the outside and designated smoking areas. All CCTV equipment shall be maintained in good working order and

shall continually record during licensable hours and for a minimum period of two hours afterwards.

- b) In the event of any extension or replacement of the CCTV equipment any replacement or additional CCTV equipment shall be installed to the satisfaction of the Police and Licensing Authority.
- c) That tapes, or other recording media relating to CCTV equipment, be retained for a minimum of 31 days and made available to an authorised officer of the Police or Licensing Authority immediately upon request.
- d) The correct time and date shall be generated onto both the recording and real time image.
- e) If the CCTV equipment breaks down the Premises Licence Holder shall ensure that the Designated Premises Supervisor, or in their absence other responsible person, verbally inform the Council's Licensing Office and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the date, time and by what means this notification was achieved and to whom the information was passed. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Office and the Police shall be informed when faults are rectified, and the fact recorded in the incident report register.
- f) A member of staff technically able to operate the CCTV system shall be available during all hours when the premises are open and shall comply with any reasonable request of an authorised officer of the Council or Police to view any CCTV footage that has been recorded. The Premises Licence Holder shall ensure that a member of staff shall be technically able to reproduce CCTV images into removable format and that such removable format shall be produced within twenty four hours following any request from an authorised officer of the Council or the Police.
- g) Signage shall be clearly displayed to the effect that Closed Circuit Television equipment is in operation to monitor security and customer safety.

11 No drinks promotions shall be allowed which encourage inappropriate, irresponsible or excessive consumption of alcohol.

12 The Premises Licence Holder shall ensure that all drinking glasses used within the premises are of polycarbonate type or toughened or safety glass to the appropriate safety standard, in that they shall not produce sharp shards when broken.

13 The Premises Licence Holder shall ensure that drinking water is available free of charge at all times that any licensable activity is taking place. Notices publicising the availability of free drinking water shall be clearly displayed in areas accessible by the public.

14 No persons under the age of 18 years shall be permitted to enter or remain on the premises after 2200hrs.

15 The Premises Licence Holder shall ensure that all members of staff working at the premises receive appropriate training commensurate with their duties and that staff are familiar with all means of ingress and egress and the appropriate procedures in case of any emergencies that require an immediate evacuation of the premises. A record of all training including reviews and refresher training shall be documented and shall be available upon request by an Officer of the Police, Fire or Licensing Authority.

16 All means of exit from the building shall be kept clear of any obstruction when the premises are open to the public.

17 A documented risk assessment of promotional or one-off events shall be conducted by the management of the venue and such risk assessment shall be available upon request by an authorised officer of the Council or the Police. Promotional or one-off events shall be notified to the Licensing Authority and the Police at least one month prior to the proposed event.

18 The Premises Licence Holder shall ensure that they or a nominated representative take part in any locally operating licensing forum or any such relevant scheme.

19 The Premises Licence Holder shall ensure that management representatives attend any management meeting requested by the Police or Licensing Authority to discuss any matters relating to the premises considered relevant in furtherance of the Licensing Objectives.

20 The Premises Licence Holder or his/her representative shall, at all times, comply with any operational requirement of the Police or City Council to increase Public Safety, in particular harm caused by substance abuse.

21 Noise

- a) Except for access and egress all doors and windows shall be kept closed when Licensable activity is taking place.
- b) The Designated Premises Supervisor, duty manager, or other competent person shall carry out observations in the vicinity of the nearest noise sensitive properties, on at least one hourly intervals from 0100 hours, whilst licensable activity is being held in order to establish whether there is a noise breakout from the premises.
- c) A record of such observations shall be kept in a bound book for that purpose, such a book to be completed immediately after the observations detailing the time of the observation, the location of the observation, the duration and the result of the observation, and any action taken and the persons completing the observation.
- d) Such a book to be made available at all times upon request to a Police Officer or an Officer of the Local Authority, and shall contain details of the observations of at least the preceding 31 days.
- e) Where necessary, steps shall be taken to minimise the extent of noise breakout from the premises to ensure that all local residents are not disturbed.

22 Management representatives and/or Door Supervisors shall monitor the outdoor areas at all times when licensable activity is taking place, including the smoking area, to prevent anti-social behaviour, obstruction, and to remove any accumulated litter.

23 The Premises Licence Holder shall ensure that designated glass/waste collectors are on duty at the premises from 22.00 hours on each trading day until the premises closes to ensure that any empty drinking containers and bottles are removed as soon as practicable from the public areas.

24 No bottles or glasses shall be removed from the premises.

25 Dispersal

At the conclusion of trading shall be in accordance with the following:-

During the last half hour of permitted hours the number of bar service points shall be reduced and staff reallocated to collect glasses and generally assist customer departure.

During this period there shall be a reduction in the volume levels and a gradual increase in ambient light levels to encourage a gradual dispersal of customers. DJ announcements will encourage that dispersal, as well as reminding patrons to leave quietly in consideration of neighbours.

Highly visible notices shall be displayed at all exits requesting that customers leave quietly and respect neighbours and their property.

Door supervisors:-

Shall encourage customers to drink-up and progress to the exit within the venue throughout the latter part of drinking-up time

Shall draw the attention of exiting customers to the notices in the foyer and ask them to be considerate.

Shall ensure the removal of all bottles and glasses from any customer who attempts to leave the venue carrying one.

Shall actively encourage customers not to assemble outside the venue.

Shall direct customers to the nearest taxi ranks or other transportation away from the area.

Health and Safety

26 No accumulation of combustible rubbish, dirt, surplus material or stored goods shall be permitted to remain in any part of the premises except in an appropriate place and of such quantities so as not to cause a nuisance, obstruction or other safety hazard.

27 With regard to areas used by members of the public, any alterations made to electrical installations, including the use of temporary wiring and distribution systems, shall comply with the relevant edition of the Regulations for the Electrical Equipment of Buildings issued by the Institution of Electrical Engineers (BS 7671 or any British Standard replacing or amending the same).

28 A Residual Current Device protection, sensitive to tripping currents of not more than 30 milli-amps, must be fitted to power circuits supplying sockets that may be used by entertainers/ members of the public.

29 With regard to premises with outdoor areas, a Residual Current Device protection sensitive to tripping currents of not more than 30 milli-amps, must be fitted to power circuits supplying outdoor sockets and also indoor sockets that might be expected, with the use of plug-in extension leads, to power outdoor circuits.

30 For events where it is anticipated that more than 100 persons will be in attendance or where an activity is taking place that is likely to give rise to personal injury (e.g. indoor sporting events/ use of special effects/ etc) the Premises Licence Holder shall ensure that adequate first aid provision is available at all times that licensable activity is taking place and shall have a suitably qualified first-aider on the premises during that period.

31 As far as possible, all drinking glasses used within the premises must be of toughened or safety glass to the appropriate safety standard, in that they shall not produce sharp shards when broken.

32 Items of glassware (such as glasses, bottles, etc) shall not be permitted in the outdoor area/ dancefloor area.

33 The Premises Licence Holder/Designated Premises Supervisor or his/her deputy shall ensure that any bottles or glasses are removed from persons leaving the premises.

34 Arrangements must be in place to ensure that all parts of the premises that members of the public may use, whether this be regularly or only in case of emergency are suitably illuminated during times of use (this includes internal and external areas, for example such as corridors, lobbies, emergency exits, car parks, etc).

35 Adequate procedures must be implemented to ensure overcrowding (such as that which may cause injury through crushing) does not occur in any part of the premises.

36 Adequate and separate sanitary conveniences shall be provided for persons of both sexes and shall be separately approached and adequately screened. The conveniences for each sex

shall be indicated by a suitable notice. The sanitary conveniences in the premises shall at all times be kept in good order and repair, be properly and effectively cleansed, ventilated and disinfected, and supplied with water, paper and efficient flushing arrangements. During the time the premises are open to the public the sanitary conveniences and the approaches thereto shall be properly and efficiently lighted.

37 Adequate sanitary accommodation shall be provided at the premises in accordance with either the District Surveyors Technical Standards for places of entertainment or the BS6465 standard for sanitary provisions.

38 Every wash hand basin provided for use by members of the public shall be provided with hot and cold (or suitably mixed) water, soap and towels (or a suitable alternative method of hand drying). Adequate arrangements must be in place to ensure this hot water supply does not pose any risks of scalding to members of the public (NB: this arrangement must not create secondary risks of legionnaires disease).

39 Where the premises, or parts of the premises may be hired out by third parties or be used by events promoters, the licence holder must ensure that there are appropriate arrangements in place that will ensure that as far as is possible, the third party is aware of the licensing conditions and has in place their own arrangements which will ensure that the licensing objectives are not compromised.

40 The premises license holder or the person appointed to be in charge of the premises when licensable activity entertainment is taking place, shall provide or have the unhampered use of a telephone on the premises for use in an emergency. In premises that do not have the benefit of a permanent phone installation then a mobile phone must be available.

41 All traffic routes used by members of the public (including entrance ways, gangways, lobbies, corridors, passages and exit routes and the tread of all steps and stairways) shall be of suitable construction, non-slippery, free from obstruction, and free from disrepair such that may cause someone to trip or fall or pose other safety hazards. In complying with this requirement, particular regard must be had for the type of person that may be using the area (e.g. elderly or very young, disabled, impaired through drink or drugs, etc) and the circumstances of this usage (e.g. low lighting levels, crowds, etc). In particular, where relevant:

The nosings of the treads of steps shall be of a contrasting colour to the remainder of the tread. The nosings shall show up clearly under emergency lighting conditions. Any changes in level shall be clearly visible to members of the public, such as by using contrasting colours or additional lighting. Mats more than 1 cm thick shall be sunk to floor level unless of rubber with wide bevelled edges.

42 A continuous handrail shall be securely fixed on each side of all staircases, steps and landings at a height of not less than 840 mm nor more than 1 metre, measured vertically from the pitch line, except that only one such handrail need be provided to such staircases, flights of steps or landings which are less than 1 m wide. Where a staircase is 1.8 meters or more in width, a central handrail shall, in addition, be provided, properly supported and secured to the steps.

43 All parts of the licensed premises used by members of the public shall be effectively and suitably ventilated by a sufficient quantity of fresh or purified air. The air within the premises shall be maintained at a reasonable and comfortable temperature immediately before and during their use by patrons. Guidance on this should be sought from Guide B `Heating, Ventilation, Air conditioning and refrigeration' issued by the CIBSE (Chartered Institute for Building Services Engineers) or any document replacing the same.

44 Suitable procedures must be implemented to ensure the safety of vulnerable persons, such as disabled persons, on the premises whilst the licensable activity is taking place.

45 The licence holder shall ensure that adequate measures are in place to remove litter or waste arising from their customers and to prevent such litter from accumulating in the immediate vicinity of their premises. In particular, where necessary the premises licence and club premises certificate holder shall ensure that adequate measures are in place to provide customers with sufficient receptacles for the depositing of waste materials such as food wrappings, drinks containers, smoking related litter, etc.

46 Windows and mirrors must be of safety glass or adequately protected from breakage, particularly when they are in safety-critical locations. They must also be marked to make their presence obvious.

47 If patrons are to be allowed to use the area outside the front door for smoking then the following conditions must apply:-

The area must be adequately monitored by door staff and CCTV to ensure that patrons do not cause a nuisance patrons do not obstruct access to adjoining premises risk of crime and disorder in this area is adequately controlled

If there is a risk that patrons may acquire illegal items such as drugs or weapons while in this area then they must be searched before being allowed to re-enter the premises

Patrons must not be allowed to take drinks/ glass items* to the smoking area

If there is a risk that drinks may be left unattended whilst their owner is outside smoking, suitable measures must be in place to reduce the risk of drinks being spiked such as warning signs and CCTV/ door staff presence.

The area must be provided with suitable ashtrays/bins, the use of which is monitored by door staff

The area must be regularly swept to remove cigarette ends

Adequate arrangements must be made to prevent overcrowding or disorder on the route to the smoking area, particularly if patrons are exiting towards the smoking area while others are queuing for entrance to the venue.

48 The premises licence holder shall ensure that potable drinking water is available free of charge at all times that any licensable activity is taking place. The drinking water shall be provided from the bar when such facilities are available. Notices publicising the availability of free drinking water shall be clearly displayed in areas accessible by the public.

Annex 4 – Plans

Plans as submitted to the Licensing Authority 10 May 2010, drawing number LO_11_001 Ground Floor Plan and drawing number LO_11_002 First Floor Plan, as attached.

