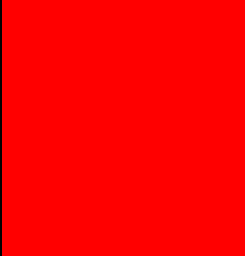


Issue that requires addressing	Documentary source of Information where the issue was raised	Whose Responsibility is it to action	Recommendations on what documents/evidence required to demonstrate compliance	Priority Colour Code
Licensing Conditions. Written drugs policy	Annex A to the Review Application	Premises Licence Holder	Written Policy	
Licensing Conditions Noise monitoring records	Annex A to the Review Application	Premises Licence Holder	Written records	
Licensing Conditions Noise management plan	Annex A to the Review Application	Premises Licence Holder	Written Policy	Luke verbally advised on the 9 th of Feb 2022 that he has done this
Licensing Conditions Challenge 25 training for staff	Annex A to the Review Application	Premises Licence Holder	Copy of training records	
Fire Safety North Stair Well Fire Separation House Keeping Stair Nosing's	Pg 7-16 of the Review Application	TBC	Written evidence required to establish responsibilities regarding maintenance of the common parts of the building. Provide photographs demonstrating the repairs	Stair nosing's still need completing and documentation/copy of the lease detailing tenants/landlords' responsibility
Balcony Are	Annex 2 to the Review Application	Duty holder (employer)	Risk Assessment detailing the control measures in place (physical protection with a raised barrier system) but you need to address remaining risks such as maintenance of the premises in this area such as lights, clearing any debris etc Include photos of the improvements made to the area	The major risk to customers has been taken care of by the installation of physical protection around the hazard. The outstanding documentation is the risk assessment and plan to reinstate the floor
PAT testing	Annex 2 to the Review Application and you own Fire Risk Assessment (pg 35) Whilst there are other matters raised in Annex 2 they cannot be directly linked to Licensable Activity or the Public Safety Objective but are still never the less legal requirements	Employer/Licence Holder	PAT testing register	This matter has been highlighted in your own RA as Category 1 which means imminent risk of fire
Highlight Changes in Level	Annex 2 to the Review Application	Premises Licence Holder	Before and After Photos	

Fire Separation South Stairwell	Pg 17 of the Review Application Pg 33 of your own FRA	TBC	Written evidence required to establish responsibilities regarding maintenance of the common parts of the building. Provide photographs demonstrating the repairs	Highlighted as a Category 1 on your FRA
Box in electrical cables on South stairwell	Pg 17-20 of the Review Application	TBC	Written evidence required to establish responsibilities regarding maintenance of the common parts of the building. Provide photographs demonstrating the repairs	Cable that was running at head height now clipped, improvement works to box in wires have been largely completed, some suspect cables in direct contact with fluorescent light
Electrical Test and Repairs	Pg 21 of the Review Application and pgs 10 & 35 of your own FRA	TBC	As the electrical testing on the whole building is required the responsibilities need setting out. Unsafe electrics comprise the safety of the building not just the premises under scrutiny. Provide documentary records of testing or written update regarding the time frame for a competent person to carry out this test	Electrical testing highlighted as Category 1 on your own FRA
Ceiling in Gents Toilets	Pg 22 of the Review Application. Risk Highlighted in the documentation was imminent risk of collapse which has been addressed	Premises Licence Holder	Photos showing Repairs	Pg 15 of your own FRA raises compartmentalisation issues, while the repair deals with the risk of collapse it may open another problem with regards to separation.
Dirt and Grime in the toilets	Pg 22 of the Review Application. Not directly relevant to the Licensing objectives	Premises Licence Holder	Improvements have been made with the installation of cubicle doors and seats. Toilets are still in a poor condition, but this is more of a policy issue	
CCTV inoperable	Pg 24 and 25 of the Review Application and Appendix D	Premises Licence Holder	Demonstrate the system is compliant with the terms of conditions. Confirmation following an inspection by the Police or statement from CCTV engineer	
Fire Safety	Pg 12 of your own FRA. Combustible materials being stored in the open cellar area on the south side stairwell (1 st floor)	TBC (likely to be the responsibility of Skinny Jimmy's but requires confirmation)	Written evidence required to establish responsibilities regarding maintenance of the common parts of the building. Provide photographs demonstrating the repairs	

Fire Safety Operational practice in the absence of a working Fire Alarm	Pg 6 of your own FRA. Employment of 4 x stewards dedicated to Fire Wardens.	Premises Licence Holder	Evidence that stewards have been in place, evidence that they have had adequate training and supervision. Invoices /payroll Induction paperwork and training records	
Fire Safety Fire doors and closures	Pg 15 of your own FRA. Self-closer on the fire door near the gents' toilets was found to be broken on the inspection on the 9 th February 2022	Premises Licence Holder	Photo showing repair	
Fire Safety Notices /plans and labels on fire doors	Pg 16 of your own FRA	Premises Licence Holder	Copies or photos showing "Action on Fire Notices" and stickers on fire doors	
Fire Safety Fire Alarm	Pg 17 and 35 of your own FRA suggests an alarm is installed but makes the recommendation due to compartmentalisation issues that an L2 system should be installed. Pg 35 indicates the alarm issue is a Category 1 Risk	TBC-	Clarification is required that the alarm will be linked to all premises so a breakdown of the spec, the contractor who will be installing and when the installation will take place	
Fire Safety Evidence of staff training	Pg 21 of your own FRA indicates that the SIA staff will be specifically training in raising the alarm and evacuating the premises	Premises Licence Holder/ employer	Evidence of Training Records	
Fire Safety Fire Drills	Pg 23 of your own FRA indicates the need for a fire drill	Premises Licence Holder/employer	Documented evidence of a fire drill	
Fire Safety Fire Alarm Clarification	Pg 23 of your own FRA para 26.5 indicates that a fire alarm is in place. This point needs clarification as our understanding is the alarm is inoperable?	FRA Author	E mail sent to FRA Author which seeks clarification as to why the box regarding an alarm is ticked as YES	
Fire Safety Fire Extinguishers	Pg 23 &pg 26 of your own FRA indicates the need to maintain fire extinguishers and suitable locate round the premises Information on locations of the extinguishers again to be clearly communicated to staff	Premises Licence Holder/ employer	Copy Service Certificate Install extinguishers in suitable locations as there seemed to be a large amount stored behind the DJ booth and not too many other in other areas	

Fire Safety Maintenance Responsibilities	Pg 25 of your own FRA indicates the importance of clarifying the maintenance responsibilities particularly in areas such as the common parts	TBC	Task already highlighted in numerous points above. Copy of a lease or agreement between landlord and tenants	
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Summary of issues

24 Points raised

16 issues highlighted as Red (High Priority)

8 issues highlighted as Amber (partially addressed or not safety critical)