

Customers temporarily leaving the premises to smoke will be required to leave drinks and other consumables inside the premises. Signs at the exit will inform customers that drinks and food may not be taken outside the premises.

Drug Policy

The Premises-Licence Holder will ensure that there is a robust written drug policy.

It will detail the following points

- the level of search for entry into the premises.
- the timeframe of inspections of the toilets and other key areas in the premise that can be used for drug use.
- The policy will outline to staff what to do if drugs are located.
- It will detail training that will be given to all staff.

Incident Book

The premises licence-holder must record all incidents that occur on the premises.

An incident log must be kept at the premises, and made immediately available on request to an 'authorised person (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol
- (h) any visit by a relevant authority or emergency service
- (i) All existing staff shall be trained within one month of the date this

The licence holder will ensure that the doors and windows will be closed from 22:00 hrs daily, apart from the main door for the purpose of ingress or egress.