

Hennessey Staff Policies and procedures - Door Steward

Working hours are 9pm-12:30am every friday and saturday at **Hennessey Cocktail Lounge** and 10pm-3am at **Hennessey Sports bar and Hennessey Late Lounge** - with the option for extra hours as and when. I.E. Bank Holidays, events (weddings, birthday parties, new years etc.) These premises are a 2-3 person door, where one person will be situated at the entrance to the premises, whilst the other/s will be inside.

Your role consists of:

Ensuring we operate a challenge 25 policy (protection of children from harm) - ID all customers who don't visibly look over the age of 25 when entering the premises.

Acceptable forms of Identification are:

Drivers Licence

Passport

Citizen Card

If you have any question about the authenticity of a document, we have an Ultraviolet light above the till to check for holograms.

Prevention of Public Nuisance

At the beginning of every shift, you are required to put out our 'cafe barrier' system to create a smoking area towards to LEFT of the premises - i.e. alongside our building and not the building next door. (This applied to Hennessey Cocktail Lounge only - our other premises have designated outside smoking areas.)

This area is limited to 8 patrons at Hennessey Cocktail Lounge.

Hennessey Sports bar should be capped at 15 patrons.

No glasses are permitted at either.

Whilst smoking guests should be reminded to keep noise to a minimum to avoid disturbing residents. After repeat warnings, failure to cooperate will result in refusal of entry back into the premises.

Our terminal hour is **00:30 at Hennessey Cocktail Lounge 02:30 at Hennessey Late Lounge and 03:00 at Hennessey Sports Bar**, this is the latest time where every customer should have left the building- ideally before. You are reminded to ask them to leave quickly and quietly and not to linger around the area. We have a direct radio to 'ace taxis' should they require a taxi back home.

Prevention of crime and disorder

As a trained SIA steward, you will already be trained in methods of safely dealing with any fights or issues, should they occur inside or directly outside of our premises.

It is your job to ensure the safety of ALL customers and staff members inside the premises - in the likely event you do have to step in to protect a member of the public, you must record all details in full in our record book behind the bar, you must state:

The time of the incident

What happened

Who was involved - a description if you can't remember the name.

What you did to resolve the situation

Were the authorities called? Log number etc.

What can we do to avoid situations like this happening in the future.

As a 2 or 3 man door, one or more you will be based inside the premises. This person/s should monitor the toilets every 10-15 minutes to check for any signs of drugs use.

We operate a zero tolerance policy towards drugs and anybody involved in the use or selling of drugs will be asked to leave immediately.

Their name and details of the incident should be recorded in our handbook and name be placed on our 'banned' list.

Public Safety

Our Capacities at each premises are the following:

Hennessey Cocktail Lounge - 150

Hennessey Late Lounge - 50

Hennessey Sports Bar - 125

You will be issued with a 'clicker' at each site, which you MUST use when a customer leaves or enters a premises to ensure we have an accurate reading of how many guests are present. If we reach capacity, guests who are queueing for entry must be told to keep noise to a minimum whilst waiting for others to leave.

UPDATE

During the Covid Pandemic, our capacities for each premises are as follows:

Hennessey Cocktail Lounge - 65

Hennessey Late Lounge - 30

Hennessey Sports Bar - 60

During the cover pandemic, the addition role of the inside door steward/s are to ensure:

Tables of 6 inside only, this number cannot be compromised unless they are formed of 2 households. This has been the case at Hennessey Cocktail Lounge in the daytime, where children and families come together - but is very unlikely at the other premises as children aren't allowed inside so large households don't come together. Therefore are no exceptions to the rule of 6 at these premises.

Masks must be worn on entry into the premises, and can only be removed once seated. They must be worn whenever a customer goes to the toilet or leaves the premises - they cannot come to the bar.

Singing/Dancing/Chanting is not allowed, and therefore all guests must be reminded to sit down and stop singing/chanting at all times.

Failure to cooperate with these rules will result in ejection from the premises.

What you should wear

YELLOW branded, high visibility jacket at all times where you are working any of our doors.

Radio with earpiece - these are to ensure swift communication across all staff and sites. Any issues - i.e. ejection, refusal of service, drug use must be communicated via radio to our other sites so we can refuse entry to anyone we believe could be a nuisance.

Body Camera - these should be worn on your chest at all times where you are on duty. It is your responsibility to ensure these are charged, alongside your radio at the end of the night.

Appropriate black trousers and footwear (not supplied)

In date SIA badge on your arm - you must keep track on when your badge is nearing expiration, it is your responsibility to pay and renew your badge. An expired badge will result in immediately loss of work. We would cover the costs of renewal and recoup costs as a deduction from pay is required.

I confirm I have received a copy of the Hennessey Cocktail Lounge Staff Handbook and that I have read this and understood the contents.

I also confirm that I have sought clarification from my line manager on any issues outlined in the Handbook which I am not clear about.

Signed: _____

Date: _____

Please return this form duly completed and signed to your line manager.

Hennessey Staff Policies and Procedures - Bar

Operations hours are 2pm-12:30am every day (subject to change, seasonal too) at **Hennessey Cocktail Lounge** and 10pm-3am at **Hennessey Sports bar** daily, **Hennessey Late Lounge** is our overflow downstairs bar which should only be open when Hennessey Sports bar has reached capacity. Hours may be extended due to I.E. Bank Holidays, events (weddings, birthday parties, new years etc.)

Your role consists of:

Ensuring we operate a challenge 25 policy (protection of children from harm) - ID all customers who don't visibly look over the age of 25 when entering ordering alcohol

Acceptable forms of Identification are:

- Drivers Licence
- Passport
- Citizen Card

If you have any question about the authenticity of a document, we have an Ultraviolet light above the till to check for holograms.

Children must be asked to leave the premises at **9pm** - at hennessey cocktail lounge, and aren't permitted entry to any other of our premises.

Prevention of Public Nuisance

Guests smoking outside should be asked to do quietly, when a doorman is present they will monitor this area, when they are not then it is everybody else's job.

This area is limited to 8 patrons at Hennessey Cocktail Lounge.

Hennessey Sports bar should be capped at 15 patrons.

No glasses are permitted at either.

Whilst smoking guests should be reminded to keep noise to a minimum to avoid disturbing residents. After repeat warnings, failure to cooperate will result in refusal of entry back into the premises.

Our terminal hour is **00:30 at Hennessey Cocktail Lounge 02:30 at Hennessey Late Lounge and 03:00 at Hennessey Sports Bar**, this is the latest time where every customer should have left the building- ideally before. You are reminded to ask them to leave quickly and quietly and not to linger around the area. We have a direct radio to 'ace taxis' should they require a taxi back home.

Music

We have an in house sound system which we use to play all of audio through. On some occasions we may have a DJ present, but all other times we control the music.

Daytimes (2pm-9pm) the volume of music should be kept at approximately **number 4** we have found that this is a perfect background noise level. At midnight the sound

system must be dropped this this level **immediately**. Daytimes are peaceful and quiet, with lots of families, dogs and older couples inside. Appropriate spotify playlists have been created, search for 'chilled hits' 'chilled daytime' 'lounge' playlists as these are constantly updated with easy to listen to music. The bi-fold doors and windows can be open when this music is playing. No swearing on any track must be played.

Evenings (9pm-midnight) - We generally get a younger crowd in at the evenings who want a more upbeat feel. We have created custom playlists with the latest music on to listen too. Its important to vary playlists every night as we often see the same customers every friday and saturday so variety is important. An acceptable level for this music is between volume **6-7** on our system. Please do not let customers behind the bar who could tamper with this. This volume has been agreed with neighbours as appropriate.

Bifold doors/windows an front door must be closed from 9pm onwards before we switch the style and volume of music.

Prevention of crime and disorder

It is your job to ensure the safety of ALL customers and staff members inside the premises - if any issues arise you must record all details in full in our record book behind the bar, you must state:

- The time of the incident
- What happened
- Who was involved - a description if you can't remember the name.
- What you did to resolve the situation
- Were the authorities called? Log number etc.
- What can we do the avoid situations like this happening in the future.

We are not trained to step in should any issues arise, so if a doorman isn't present we must be vigilant towards peoples change in attitudes. If you believe that a fight could present itself you must call the police for protection immediately.

When a doorman isn't present, we should monitor the toilets every 10-15 minutes to check for any signs of drugs use. We operate a zero tolerance policy towards drugs and anybody involved in the use or selling of drugs will be asked to leave immediately. Their name and details of the incident should be recorded in our handbook and name be placed on our 'banned' list.

We must stop serving alcohol to anybody we believe to be too intoxicated, as this could prevent any further issues rising.

Public Safety

Our Capacities at each premises are the following:

Hennessey Cocktail Lounge - 150

Hennessey Late Lounge - 50**Hennessey Sports Bar - 125**

It is very unlikely that we would reach capacity on a night where a doorman isn't present, but please be aware of these numbers.

UPDATE

During the Covid Pandemic, our capacities for each premises are as follows:

Hennessey Cocktail Lounge - 65**Hennessey Late Lounge - 30****Hennessey Sports Bar - 60**

During the cover pandemic, the additional role of all staff is to enforce:

Tables of 6 inside only, this number cannot be compromised unless they are formed of 2 households. This has been the case at Hennessey Cocktail Lounge in the daytime, where children and families come together - but is very unlikely at the other premises as children aren't allowed inside so large households don't come together. Therefore are no exceptions to the rule of 6 at these premises.

Masks must be worn on entry into the premises, and can only be removed once seated. They must be worn whenever a customer goes to the toilet or leaves the premises - they cannot come to the bar.

Singing/Dancing/Chanting is not allowed, and therefore all guests must be reminded to sit down and stop singing/chanting at all times.

Failure to cooperate with these rules will result in ejection from the premises.

What you should wear

Black, branded hennessey T Shirts (provided) with appropriate footwear and trousers (skirt or smart shorts are acceptable - must be black.)

Additional Info

You must read through the terms of EACH premises licence and make sure you are familiar with the conditions - each site is different.

To summarise the key ones which you must adhere to and enforce are the following:

Please note; some I have adapted to help ensure we go above and beyond - for example, not serving in glass bottled 2 hours earlier than we are permitted to.

Glass bottles should only be served at Hennessey Cocktail Lounge until 9pm, after this time they should be decanted into a shatterproof glass or plastic. At all other premises glass bottles should NEVER be served.

You may serve alcohol until the following times:

Hennessey Cocktail Lounge - MIDNIGHT inside the premises 8pm off sales

Hennessey Late Lounge - 2AM inside the premises ONLY

Hennessey Sports Bar - 2AM both inside and off the premises.

Customers have a 30 minute 'cooling down' period where they can drink up, with quieter music after these times.

Hennessey Sports Bar has an hour where customers can drink up - but we should aim to get customers out by 2:30 to avoid confusion with our licence downstairs.

You may play recorded music until:

Hennessey Cocktail Lounge - midnight

Hennessey Late Lounge - 2AM

Hennessey Sports Bar - 2:30AM

after these music should be reduced tot background noise (very quiet!)

Failure to co-operate with any of these conditions will result in disciplinary action, as stated in your staff handbook.

I confirm I have received a copy of the Hennessey Cocktail Lounge Staff Handbook and that I have read this and understood the contents.

I also confirm that I have sought clarification from my line manager on any issues outlined in the Handbook which I am not clear about.

Signed: _____

Date: _____

Please return this form duly completed and signed to your line manager.



LICENSING ACT 2003

APPLICATION FOR THE REVIEW OF A PREMISES LICENCE OR CLUB PREMISES CERTIFICATE

NOTIFICATION

Information held by Torbay Council complies with and is held in accordance with the UK Data Protection Act 1998. The information that you provide on this form will only be used for this application form and will only be disclosed where necessary under any applicable legislation.

Information may also be shared for the prevention and detection of crime, for example with the police and other agencies as required by law, such as the Audit Commission under the National Fraud Initiative data matching exercise.

You have a right of access to your personal information. If you wish to access your personal information or exercise any of your rights under the legislation then please contact Torbay Council's Information Governance team on 01803 20 7467. Further information can be found on the Information Governance pages on Torbay Council's Internet site at, www.torbay.gov.uk

Completed forms should be returned to:

Environmental Health Manager (Commercial)
Torbay Council
Community Safety
C/O Torquay Town Hall
Castle Circus
Torquay
TQ1 3DR

Contact Details:

Tel: 01803 208025

Web: www.torbay.gov.uk

Email: licensing@torbay.gov.uk



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Application for the review of a premises licence or club premises certificate under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I Julie SMART, Police Licensing Officer for the Torbay area

(Insert name of applicant)

apply for the review of a premises licence under section 51 / apply for the review of a club premises certificate under section 87 of the Licensing Act 2003 for the premises described in Part 1 below (delete as applicable)

Part 1 – Premises or club premises details

Postal address of premises or, if none, ordnance survey map reference or description Jackz Bar Parkham Road	
Post town Brixham	Post code (if known) TQ5 9BU

Name of premises licence holder or club holding club premises certificate (if known) Miss Holly Georgina Harley
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Number of premises licence or club premises certificate (if known) PL0878
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Part 2 - Applicant details

I am Please tick ✓ yes

- 1) an individual, body or business which is not a responsible authority (please read guidance note 1, and complete [A] or [B] below)
- 2) a responsible authority (please complete [C] below)
- 3) a member of the club to which this application relates (please complete (A) below)

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(A) DETAILS OF INDIVIDUAL APPLICANT (fill in as applicable)

Please tick ✓ yes

Mr Mrs Miss Ms Other title
(for example, Rev)

Surname

First names

I am 18 years old or over

Please tick ✓ yes

**Current postal
address if
different from
premises
address**

Post town

Post Code

Daytime contact telephone number

**E-mail address
(optional)**

(B) DETAILS OF OTHER APPLICANT

Name and address

Telephone number (if any)

E-mail address (optional)

(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT

Name and address Devon and Cornwall Police Police Station South Street TORQUAY Devon
Telephone number (if any)
E-mail address (optional) Julie.smart@devonandcornwall.pnn.police.uk

This application to review relates to the following licensing objective(s)

- | | |
|---|---------------------------------|
| 1) the prevention of crime and disorder | Please tick one or more boxes ✓ |
| 2) public safety | X |
| 3) the prevention of public nuisance | |
| 4) the protection of children from harm | |

Please state the ground(s) for review (please read guidance note 2)

Concerns re Miss Harley's suitability to hold a premises licence, in relation to the below:

- 1) Miss Harley works 25 hrs per week in alternative employment and due to this she has stated that she is unable meet with the police, or other responsible authorities, during normal working hours and she does not answer her phone whilst at her other employment.
- 2) Failure by Miss Harley to contact Police Licensing Officer when requested, return telephone calls or respond to emails.
- 3) Miss Harley became the Premises Licence Holder and DPS of this premises on 24 June 2021, since this time the police have received information in relation to the following matters:
 - a) Drug supply and taking
 - b) Males brandishing knives and threatening customers
 - c) Assault by a door steward and use of unlicensed door steward
 - d) Females fighting outside the premises and group outside very intoxicated
 - e) Drunk male alleges he was glassed and assaulted by a door steward

All of the above matters have a negative impact on the Prevention of Crime and Disorder.

Please provide as much information as possible to support the application (please read guidance note 3)

This premises has had the benefit of a Premises Licence issued by Torbay Council since November 2005. Since that date, despite the premises being authorised to sell alcohol until 0230 hrs, the premises has not regularly come to police attention due to the robust management in place.

On Thursday 24 June 2021, applications to transfer the licence and Vary the DPS to Mr Ross Hennessey were refused by the Licensing Authority following objections by the police. At the hearing in relation to this matter Mr Hennessey produced two documents, a Door Stewarding Policy and a Bar Staff policy, which he stated would ensure all his premises were managed in a responsible manner. The refusal of these applications has resulted in Mr Hennessey being the leaseholder of this premises but with him being unable to hold the licence or be the DPS.

Later that day, applications to transfer the licence and Vary the DPS were received in the name of Miss Holly Georgina Harley, with both applications to have immediate effect.

On Friday 25 June 2021 I received an email from the Neighbourhood Team at Brixham advising me of information they had received in relation drug supply and use at Jackz Bar, Brixham.

On receipt of the transfer and Vary DPS applications I attempted to ring Miss Harley on the mobile number provided within the applications on 4 occasions, however on each occasion a voice message indicated that the phone was temporarily unavailable. I also sent a text message to the phone requesting that Miss Harley contact me.

On 7 July 2021 I emailed Mr Hennessey advising him that I was having difficulty in contacting Miss Harley and asked him to provide me with her telephone number and email address. Mr Hennessey responded with Miss Harley's contact details and stated that she was busy at her day job at that time so might not respond straight away but would get back to me as soon as possible.

At 1455 hrs on 8 July 2021 I rang Miss Harley on a number provided by Mr Hennessey and she answered, indicating that she was driving but she stated she would ring me back in half an hour. At 1625 hrs that day, as Miss Harley had not contacted me, I again rang her. She did not answer her phone but I left her a voice message asking her to call me as soon as possible.

As a result of the lack of contact from Ms Harley, and information received by the police that she has other employment which was likely to impact on her ability to have day to day management and control of Jackz Bar, on 9 July 2021, the police objected to her applications to be Premises Licence Holder and DPS.

On 12 July 2021 I received information from two separate sources that a male customer of Jackz Bar had been assaulted by a door steward on the evening of Saturday 10 July 2021, with the male being knocked unconscious. One of these sources said that the male who had been assaulted had been dragged down the stairs by his arm, whilst laying on his back, by a door steward. He further stated that the male door steward involved had a video of the incident on his phone, which he had shown to a number of people around Torquay harbourside, whilst boasting about knocking the male unconscious. This source also informed me that one of the male stewards seen within the footage is not SIA licensed. As a result of receiving this information, I checked the police logs and crimes for the weekend but could find no records in relation to this alleged incident.

On 13 July 2021, as I had still not received any contact from Miss Harley, I again rang her. She answered and I raised concerns with her that she had not contacted me as she said she would, and she had not responded to my voice message either. I advised her that myself and Sgt Curtis wished to meet with her at Jackz Bar at 10.00 am on Thursday 15 July 2021. Miss Harley informed me that she works 25 hours a week at her day job, every day between the hours of 9.30 am and 2.00 pm, and she then collects her children from school. She said that she had recently been 'pinged' and was isolating, but in any case due to her day job she would not be able to meet with us during the working week.

During our discussions I asked her about her experience in the licensed trade and advised her of the information I had received in relation to Jackz Bar.

At 1605 hrs on 13 July 2021 I sent an email to Miss Harley requesting her to provide the CCTV footage of the incident involving the door steward and the door steward incident reports for that night.

At 1657 hrs on 14 July 2021 I received an email from Miss Harley indicating that she had tested positive for Covid 19 and was isolating for 10 days but Mr Hennessey and one of the door stewards were sorting out the CCTV and door staff reports. A copy of this email is attached.

At 1736 hrs on 14 July 2021 I received an email from Mr Hennessey indicating that the CCTV would be at Torquay Police Station the following morning.

At 1248 hrs on 15 July 2021 I received an email from Mr Hennessey which implies it is a written door steward report concerning the incident which occurred during the early hours of Sunday 11 July 2021. At the top of this email it indicates that the incident was witnessed by Mr Hennessey, Miss Harley, and another member of staff but further within the email it mentions that another door steward was also present. A copy of this email is attached for your information.

At 1249 hrs on 15 July 2021 I received a further email from Mr Hennessey in which he mentions that the door steward involved in the incident and himself had mutually decided to cut ties and the steward will be continuing his duties elsewhere.

On Thursday 15 July 2021 I attended Torquay Police Station and collected the CCTV.

Between Friday 16 July and Sunday 25 July 2021 I was on annual leave.

At 0258 hrs on Sunday 25 July 2021 police received a 999 phone call from a female who stated that some girls were fighting outside the premises (log 199 25/07/21 refers). A short time later a further telephone call was received indicating that 3 girls were fighting, with one female stamping on the head of another. The log was subsequently updated indicating that Torbay Council CCTV confirmed that there was a fight outside the premises at 0258 hrs but all parties had left the area. Officers arrived shortly after and spoke to 8-9 persons who were all very intoxicated and jovial but none of these raised any concerns so the officers left.

On Tuesday 27 July 2021 I emailed the officers who attended this incident to establish the levels of intoxication of the persons they spoke to, whether they spoke to any door stewards, whether door stewards had intervened in the fight and split it up, and whether stewards were requesting all customers to leave the area in a quiet manner. On 1 August 2021 I received an email from one of these officers who stated that on a scale of 1-10 (with 10 being very drunk) he estimates they were a 7, but they were able to communicate and walk. He further stated that he did not remember seeing any door stewards present, but they may have been there, but if they were they did not engage with the police.

On Thursday 29 July 2021 I watched the CCTV of the incident at Jackz Bar on Sunday 11 July 2021 and noted that the footage provided only covers the period from which the male was dragged out the front door of the premises by a steward pulling him by the arm, whilst he was lying on the floor. However, the door steward report indicates that this male was aggressive and beginning to assault another customer inside prior to being removed from the premises. No footage of this has been provided to the police. I also noted that within the footage, that one steward is wearing a black T shirt and trousers, whereas two other stewards are wearing black clothing with high visibility tabards. On the arm of the main steward involved in this incident and another steward wearing a high vis tabard, SIA badges can be seen, but no SIA badge is visible on a further steward wearing a high vis tabard. I further noted that during the footage Mr Hennessey is seen to be stood watching and at one point a female comes to the door for a short period of time and then goes back inside.

At 1415 hrs on Thursday 29 July 2021 I sent an email to Miss Harley requesting clarification as to the identity of each steward within the CCTV footage. Miss Harley did not respond to this email but at 1618 hrs that day I received an email from Mr Hennessey in which he states that a male member of staff was

employed as a Covid Marshal to monitor mask wearing, 6 per table, controlling smoking area, toilet checks and table service only etc. He stated that this person does not hold an SIA badge but was wearing a high vis jacket. He further states that one of the door stewards was also wearing a high vis jacket.

At 0316 hrs on Friday 30 July 2021 Ambulance Control contacted the police to advise that they had been called to deal with a drunk 16 year old male who was alleging that he had had a fight with the stewards and that they would not let him leave. The male further said that he had bottled, had serious bleeding and that the door stewards had possession of the bottle. The male then said that he had not been bottled, and that he had been talking to the owner of the premises, when he was assaulted by a door steward who strangled and then punched him and he was bleeding. The log was further updated that Police rang the ambulance crew, who stated that the male was drunk, not aggressive and scared of further assaults rather than looking for a fight (log 117 30/07/21 and CR/64599/21 refer).

The crime report in relation to this incident states "manager sent victim a message apologising for what happened, but no one seems to know why it happened". The crime report confirms that the aggrieved person is 24 years old and not 16 as originally indicated.

As a result of the police objections to the transfer and vary DPS applications in respect of Miss Harley, I was notified that a hearing had been arranged on Thursday 5 August 2021.

On Friday 30 July 2021 I was advised by Torbay Council that due to a local authority administrative error the police objections in relation to the transfer and Vary DPS for this premises had been deemed as having been received after the last day for representations and the applications had therefore been granted, with the proposed hearing cancelled.

On this date I was also advised that a member of Torbay Council staff had recently contacted Miss Harley in relation to the proposed hearing but Miss Harley indicated she was unable to attend as she had been 'pinged' and was having to isolate for 10 days, but she asked if Mr Hennessey could attend in her absence. I have now been forwarded an email from Ms Sarah Clarke, Interim Licensing Manager of Torbay Council, which contains an email Torbay Council received from Miss Harley on 28 July 2021. A copy of this email is attached.

On Monday 2 August 2021 I reviewed all information in relation to the 3 incidents that had occurred at Jackz Bar, and prepared a list of matters that I wished to discuss with Miss Harley.

At 1142 hrs on Tuesday 3 August 2021 I rang Miss Harley but her phone went to voicemail and I left her a message asking her to contact me.

At 1320 hrs on Tuesday 3 August 2021 I received an email from Mr Hennessey advising me that Miss Harley will ring me at 3.00 pm when she finishes work.

At 1447 hr on Tuesday 3 August 2021 Miss Harley rang me. I asked her if there was any chance she could meet with myself and Sgt Curtis on Thursday 5 or Friday 6 August 2021, but she stated she was working until 5pm on both days. She mentioned that she might be able to meet with us on Monday but this was not convenient for me. I then advised Miss Harley that I had some matters I would like to discuss with her and she stated she was stood outside the doctors waiting to go in.

In respect of the CCTV provided for 11 July 2021, I asked why the police had only been provided with footage from the point where the male was dragged out of the front door, despite the door steward indicating that he was aggressive and had assaulted someone inside. She said she didn't know but would ask Mr Hennessey to see if that footage is still on the system and provide it if still available.

In respect of the stewards on duty on 11 July 2021 I asked what each persons role was on the night and she said that the 2 SIA stewards were swapping between working inside and outside as it was hot inside the premises. I asked her why the main door steward involved in the incident was not wearing a high visibility jacket and she said she didn't know. I asked her about the duties of the member of staff wearing the high visibility jacket, wearing a short sleeve T shirt, and she said he was being used as a

Covid Marshal and to stop customers taking drinks into the smoking area. I asked why he was wearing a high visibility jacket and she initially said she didn't know, but added so that staff could easily see him inside. I asked her what the condition on the licence states in relation to door stewards and she advised me that they should be wearing high visibility jackets. I advised her that as she had stated that the main steward involved in this incident had been responsible for manning the door, he should have been wearing a high visibility jacket.

I advised Miss Harley that I had only received an email containing one door steward's description of the incident and asked whether the other door steward involved had completed an incident report. She stated she didn't know.

During our discussions I asked Miss Harley if she was aware that the main door steward had a video of the incident on his phone that he was showing to other people. She stated she wasn't aware of this. I advised her to ensure that the CCTV system at the premises is password protected and that only herself and other appropriate staff have access to the system.

I also asked Miss Harley why the police had not been advised of this incident, which was potentially serious due to the male being knocked unconscious. She said she didn't know but suspected it was because the steward knew he had done something wrong.

I asked Miss Harley whether door stewards had split up the fight between the girls outside the premises on 25 July 2021 and she stated she was isolating at that time, so she didn't know. She stated that one of the girls involved, who she named, was causing problems at Hennessey Cocktails earlier in the evening and then attended Jackz Bar where she caused further issues. As a result of this the female is banned for life. She said that she would get Mr Hennessey to provide the CCTV.

We briefly discussed the incident on 31 July 2021 and Miss Harley stated she was present at the time of this incident, the male had been kicking things inside the premises so was ejected, and during the process he said that he would tell the police he had been assaulted by door staff. She said that she would discuss the matter with Mr Hennessey and ask him to provide the CCTV.

The phone call lasted just under 8 minutes and I felt rushed to work through the notes I had made.

Drunkenness appears to be an issue at this premises. The male involved in the incident on 11 July 2021 was clearly drunk as the CCTV footage shows him stumbling around, the police spoke to a group of 8-9 persons outside the premises on 25 July 2021 and describe them as very intoxicated, and on 31 July 2021 the ambulance service reported that they had been called to deal with a drunk male outside the premises who was alleging he had been assaulted.

It is my opinion that the current working arrangements of Miss Harley do not support the requirements of her roles as Premises Licence Holder and DPS as she is not available to be contacted or meet during the working week. Furthermore she does not appear to have a strong managerial presence when working at the premises. From discussions, it appears that Mr Hennessey is responsible for all licensing matters within the premises and not the licence holder/DPS.

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Have you made an application for review relating to the premises before

No

If yes please state the date of that application

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

If you have made representations before relating to the premises please state what they were and when you made them

Please tick ✓ yes

- I have sent copies of this form and enclosures to the responsible authorities and the premises licence holder or club holding the club premises certificate, as appropriate
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 3 – Signatures (please read guidance note 4)

Signature of applicant or applicant’s solicitor or other duly authorised agent (please read guidance note 5). If signing on behalf of the applicant please state in what capacity.

Signature J K Smart

Date 04/08/21

Capacity Police Licensing Officer

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 6) Julie Smart Police Licensing Officer Torquay Police Station South Street	
Post town Torquay	Post Code TQ2 5AH
Telephone number (if any)	
If you would prefer us to correspond with you using an e-mail address your e-mail address (optional) julie.smart@devonandcornwall.pnn.police.uk	

Notes for Guidance

1. A responsible authority includes the local police, fire and rescue authority and other statutory bodies which exercise specific functions in the local area.
2. The ground(s) for review must be based on one of the licensing objectives.
3. Please list any additional information or details for example dates of problems which are included in the grounds for review if available.
4. The application form must be signed.
5. An applicant’s agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
6. This is the address which we shall use to correspond with you about this application.

From: SMART Julie 50403
To: TRUST Stephanie [REDACTED]
Subject: JACKZ BAR PLAN OF PREMISES
Date: 07 December 2021 10:44:00
Attachments: Jackz Bar Plan.jpeg
image001.png
image003.jpg
image005.png
image007.png
image008.jpg
image009.png

Hi Stephanie

I'm now preparing my statement for your appeal against the decision of the licensing authority, and on doing so I've had a look at the plan of the premises, which is attached.

Please can you advise me if this accurately reflects the premises as I don't remember the toilets being situated next to the bar when I last visited?

If this plan is incorrect, you may need to apply for a minor variation. Information in relation to this can be found using the below link.

[Minor variation - Torbay Council](#)

Kind regards

Julie Smart

Alcohol Licensing Officer - Torbay

Tel: [REDACTED]

Prevention Department

Devon and Cornwall Police, Police Station, South Street, Torquay, TQ2 5EF

-

Author:
William-Johann Litherland BSc MSc

22 Primley Park
Paignton
Devon
TQ3 3JS

Mbl: 07775 745726
Tel: 01803 550613
Fax: 01803 550613

Client: Jackie Shears

Site:

Jackie's Pub
Parkham Road
Brixham
Devon
TQ5 9BU



Title:

Proposed Floor Plan

Scale: 1:50

Date: 04/12/2006

Drawing No: 2

Disclaimer

Drawing is for reference purposes only.

Although the information and recommendations in this document are in good faith and believed to be correct, the author William-Johann makes no representations or warranties as to the completeness or the documentation.

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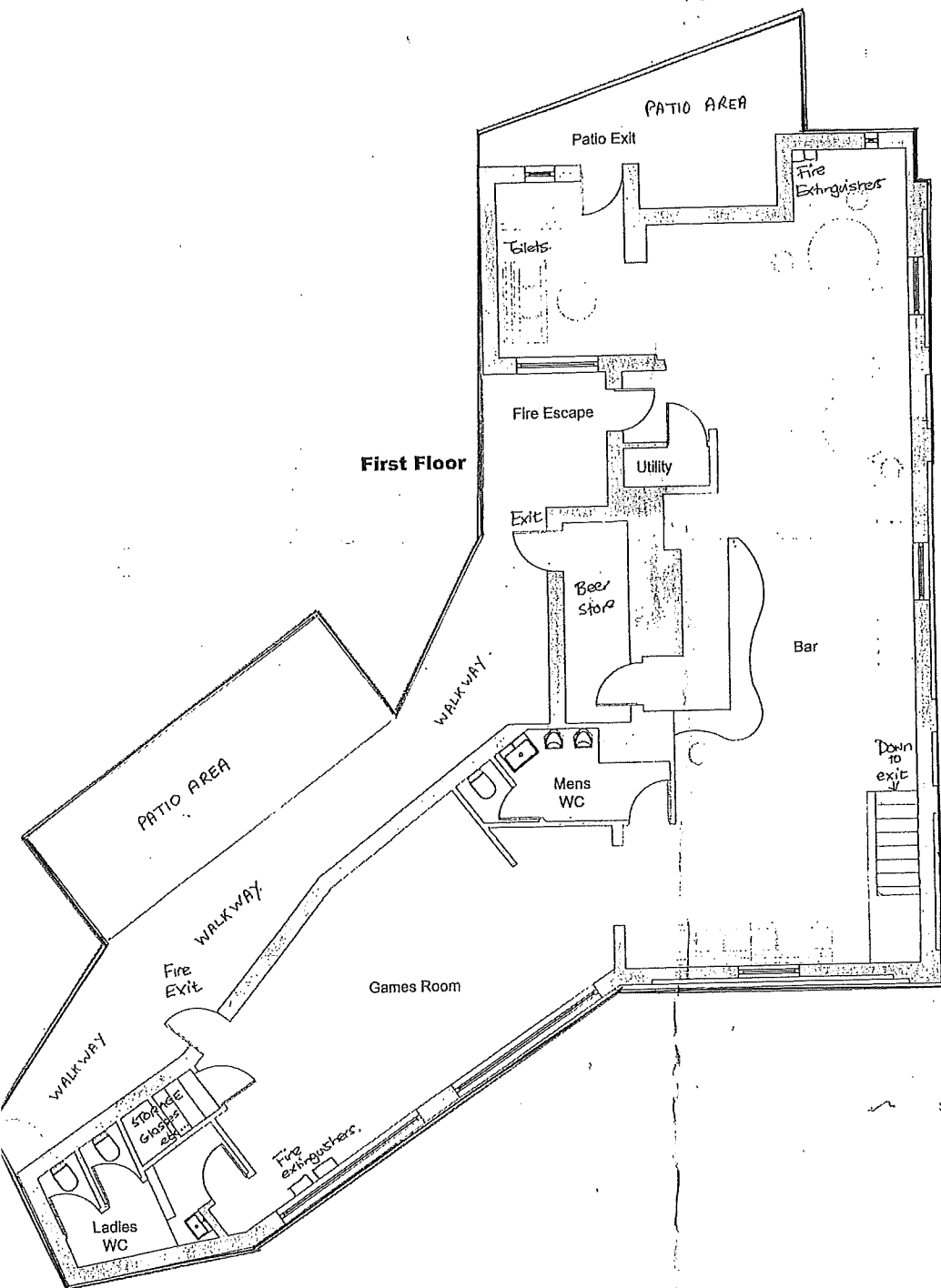
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Signed:



From: SMART Julie 50403
Cc: COX Steve
Bcc: [REDACTED]; "TRUST Stephanie"; [REDACTED]
Subject: FW: VACCINE PASSPORT GUIDANCE
Date: 15 December 2021 15:41:00
Attachments: [image001.png](#)
[image005.png](#)
[image002.png](#)
[image006.png](#)

Good afternoon

Further to my earlier email, I have been asked for some clarity in respect of the documents you are required to keep.

Your premises falls within Category A, so I have typed below the relevant parts of the regulations you must comply with in respect of keeping records:

Requirements: statements and records

- 7(1) A responsible person who is subject to a requirement under regulation 5c(1) must produce, and keep up to date, a statement setting out –
 - a. The measures they intend to take to satisfy their obligations under regulation 5(1),
 - b. How those measures are to be implemented, and
 - c. How those measures are to be drawn to the attention of every person attending the venue, or the event.

- (2) The responsible person in relation to a venue within Category A must keep records for each day on which people are admitted to the venue containing the information in paragraph (4).

- (4) (1) The information referred to in paragraph (2) is –
 - (a) the date of the event, or, in the case of a venue, the date to which the records relate:
 - (b) the number of people attending the venue, or the event:
 - (c) if the responsible person does not on any occasion adopt the measures set out in the statement referred to in paragraph (1) –
 - (i) the reasons for adopting different measures;
 - (ii) what measures were adopted on that occasion to monitor and manage the numbers of people attending the venue, or the event:
 - (iii) how an individual’s eligibility to enter the venue or the event was checked.

Further paragraphs state that the responsible person must ensure that the documents are kept in such a way that it is not possible to determine the identity of a person from them. All records must be kept up to date and retained for a period of 3 months from the day that the record refers to, so if you keep a record of the number of people who attend today, it has to be kept for 3 months from today. Furthermore you must produce the statement and documents within 3 working days if served a notice by the local authority, and produce them on demand at the time of an inspection.

(21)

I hope this assists you.

Kind regards
Julie

From: SMART Julie 50403
Sent: 15 December 2021 10:43
Cc: COX Steve [REDACTED]
Subject: VACCINE PASSPORT GUIDANCE

Good morning

Your premises has been identified as potentially falling within the criteria requiring you to ensure that all customers within your premises after 1.00 am prove their vaccination status or provide evidence of a negative lateral flow/PCR test.

Please find below a link to the government guidance in relation to this.

<https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fguidance%2Fcarrying-out-mandatory-covid-19-status-checks-at-your-venue-or-event%3Ffbclid%3DIwAR2ggxO5IbGklEg0RMQxCNixBcOtrnFoeSVgfFiD2N3me4yiC3cn8SZtwXM%23overview-of-the-rules&data=04%7C01%7Cjulie.smart%40devonandcornwall.pnn.police.uk%7C0bf004e299b545dd72e108d9bf3cccb%7C4515d0c5b4184cfa9741222da68a18d7%7C0%7C0%7C637751090116604332%7CUnknown%7CTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikk1haWwiLCJXVCi6Mn0%3D%7C3000&sdata=2AqGSBI%2BMsy579WanA5YD00kdqbldbl9m%2Fi529JSSfs%3D&reserved=0>

If you do not wish to comply with the requirements outlined in the link, you can stay open but you must not provide at least one of the following:

- The sale of alcohol after 1.00 am
- The provision of music
- Any space for dancing – and you must ensure that customers do not dance.

Within the next day or so, one of Torbay Council's Covid Marshals will be in contact with you to discuss this matter and they will be able to answer any queries you may have.

Kind regards

Julie Smart
Alcohol Licensin [REDACTED]
[REDACTED]

[REDACTED]

From: CAYLESS Steven 16376
To: DEFBOROUGH Carmen 16633; SMART Julie 50403
Cc: THOMAS Ed 15515
Subject: Jackz Bar
Date: 18 December 2021 01:08:12
Attachments: Image003.png
Image007.png
Image001.png

Ma'am / Julie

I attended Jackz Bar at approx. 0045 hrs. The window that was smashed on the first floor was still broken. A number of persons were seen to enter the premises and none had any checks done for Covid Passes. I spoke to the door staff and then the DPS, Steph and was told that as they were operating as a Bar and not a nightclub, they did not think they needed to check for Covid Passes.

The Door Staff stated they were open until 0300 hrs
I explained that they needed to check Covid Passes as they were technically a Nightclub, but Steph insisted she did not as they had no music playing.

I went upstairs with my BWV recording and witnessed approx 30 persons in the premises, with no music playing and no sign of a dancefloor. They stated they previously has Background music, but turned that off earlier in the evening. I stated they need to seek clarification on what was required, from Torbay Council.

Thanks

PS 6376 Steve Cayless
Neighbourhood Team Leader
Internal: [REDACTED]

Paignton Neighbourhood Team
Devon and Cornwall Police

[REDACTED]



Food Safety and Licensing
 @TorbayFSL

TORBAY
 Community Safety
 Tel: 01803 208026 www.torbay.gov.uk/licensing

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From: [SMART Julie 50403](#)
To: [steph.shepherd](#)
Cc: [CURTIS David 16415](#)
Subject: JACKZ BAR AND HENNESSEY LATE TEN
Date: 23 December 2021 10:12:00

Morning Stephanie

Thank you for your email below. In respect of a Late TEN, the Licensing Act does not allow for it to be modified in any way, and once an objection has been served the TEN is void so there is nothing that can be done to allow the event to go ahead.

In respect of Jackz Bar, on 16 November 2021 myself and Sgt Curtis met with you at the premises and viewed the CCTV in relation to the drink spiking/sexual assault allegation. At that time I mentioned that there was a draught from the window I was sat next to, which had a hole in it. I commented that this window was probably the window damaged when someone threw a phone through it on 14 September 2021, but I appreciated that you were not responsible for the premises at that time. I advised you that as I could feel a draught from this window, it is possible that noise could escape through it, and I reminded you that the licence contains a condition that there must be secondary glazing at the premises, and therefore this may constitute a breach of condition. At that time there were builders working in the premises below and you indicated that you would ask them to board the window up.

At 0045 hrs on Saturday 18 December Sgt Cayless attended Jackz Bar in order to establish what activities were being provided in relation to the new Covid Passport regulations. At that time he noted that the window was still broken. For your information in the past there have been numerous noise complaints in respect of Jackz Bar, with one resident living very close to the premises with a direct line of sight and therefore they had experienced more noise concerns than other residents in the area. The Licensing Objective The Prevention of Public Nuisance requires the premises licence holder to take appropriate steps to ensure that the premises does not cause a noise nuisance, and therefore your failure to remedy a broken window may demonstrate that you are not meeting this licensing objective. Myself and Sgt Curtis are disappointed that you have failed to follow the advice given to you concerning this window and hope that you will address this before the premises re-opens on 7 January 2022.

In respect of your text message in relation to Covid Passport regulations, I passed this to Torbay Council as they are responsible for enforcing the requirements, so hopefully someone has been in contact with you regarding that matter.

Furthermore on 7 December 2021 I sent you an email concerning the plan for Jackz Bar, with a copy of the plan attached, asking you to advise me if the plan of the premises is correct. To date I have not received a response from you in relation to this matter. For your information, the layout of the premises must reflect the approved plan, and if it does not you may be deemed to be carrying out licensable activities not in accordance with the licence, which is an offence under Section 136 of the Licensing Act. If the approved plan is not correct, I recommend you address this matter immediately, and prior to re-opening on 7 January 2022.

I am also aware that there was an incident at Jackz Bar at approximately 0240 hrs on the morning of Sunday 19 December 2021, resulting in crimes of criminal damage (CR/110236/21)

and assault (CR/110239/21) being recorded. I trust that you will ensure all CCTV footage is downloaded and provided to the police as soon as possible.

I am now on leave until 4 January 2022, but in the meantime, if you have any urgent queries, please send an email to Sgt Curtis (email address above) or licensing.team@devonandcornwall.pnn.police.uk and it will be passed to a licensing officer to respond.

Kind regards
Julie

From: steph shepherd [REDACTED]
Sent: 22 December 2021 14:23
To: SMART Julie 50403 [REDACTED]
Subject: Re: HENNESSEY COCKTAIL LOUNGE LATE TEN

Dear Mr Ralph,
I wish to modify the conditions of the late TEN to meet your concerns.

1.
licensable hours are 2pm-3am New Year's Eve on all licensable conditions and 2pm-midnight on any other day. The premises will be subject to a 30 minute winding down period in order for guests to leave safely.

2.
The premises licence was revoked on grounds of management issues and not in relation to crime, crime was and always has been satisfactory for this premises and I believe the police can only object on the grounds of crime and disorder.

3.
As previously stated, this premises has a satisfactory level of crime linked to it in accordance with Julie Smart.

4.
As of today we have agreed a suspension until 7th January for jackz bar, so I will only be managing this one premises for the period of New Year's Eve. I am the live holder and DPS of a licences premises which operates until 3am daily and was not Dps nor licenceholder when the review for this premises was called.

Please could you let me know if there are any other conditions you wish to be modified to allow this event to take place.

Kind regards,
Stephanie Trust

On 22 Dec 2021, at 13:26, steph shepherd [REDACTED] wrote:

Sent from my iPhone

Begin forwarded message:

From: SMART Julie 50403
 [REDACTED]
Date: 22 December 2021 at 11:55:13 GMT
To: "TRUST Stephanie [REDACTED]
 [REDACTED] >, Torbay Council
 <~~licensing~~@torbay.gov.uk>, "Karl MARTIN
 [REDACTED]
Subject: HENNESSEY COCKTAIL LOUNGE LATE TEN

Good morning

Please find a police objection in respect of the Late TEN for the above named premises.

Kind regards

Julie Smart
 Alcohol Licensing
 Officer - Torbay
 [REDACTED]

Prevention Department
 Devon and Cornwall Police, Police Station, South Street, Torquay,
 TQ2 5EF

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From: [SMART Julie 50403](#)
To: [steph shepherd](#)
Cc: [CURTIS David 16415](#); [Karl MARTIN](#) [REDACTED]; [COX Steve](#) [REDACTED]
Subject: RE: Jackies
Date: 09 January 2022 13:48:00
Attachments: [VACCINE PASSPORT GUIDANCE EMAIL 151221_Redacted.pdf](#)
[JACKZ BAR PLAN OF PREMISES.msg](#)
[JACKZ BAR AND HENNESSEY LATE TEN .msg](#)
[Jackz Bar Section 19 Closure Notice 090122.pdf](#)
[Section 19 Closure Notice Explanatory Notes.pdf](#)

Good morning Stephanie

Myself, Karl Martin and PC Randall attended Jackz Bar at about 0010 hrs this morning, and identified several breaches of conditions contained within the premises licence. Furthermore, the following concerns were also identified:

On viewing the premises from a distance for approximately 20-25 minutes, Mr Martin and I observed 6 persons enter the premises, with only one appearing to produce anything to the door steward. The door steward briefly followed these individuals inside but in our opinion there was insufficient time for him to have checked vaccine passports/negative lateral flows.

From our position at least 20 metres away we could hear music escape from your premises.

Whilst stood about 8m from your premises with PC Randall, we could again hear music escape from your premises .

We spoke to your two door stewards about their responsibilities for the night, including noise monitoring in respect of music and they indicated that they had not been advised they were responsible for monitoring music levels from outside and had not carried out any checks.

On entering the premises Ms Harley was asked to produce the premises licence but she couldn't find it. She rang you and you informed her that you haven't received the final version following the withdrawal of your appeal, which I accept is the case, but she was unable to produce the premises licence that was forwarded to you as a result of the review hearing in October 2021.

Ms Harley was unable to produce training records, stating that no training had taken place but she thinks training will start next week. She said that she has not completed BIIAB training, and wasn't aware that she had to, however she was employed at the premises at the time of the review and has worked at the premises in the last 3 months, and therefore she should have completed this training as stipulated within the condition on your licence.

Ms produced the first aid box which was unsatisfactory and did not contain appropriate equipment outlined in the condition on the licence.

Ms Harley was unable produce a detailed noise management plan containing the items outlined in the condition on the licence.

Mr Martin confirmed that the noise limiter has not been set with levels agreed by him.

In addition, when discussing vaccine passports/negative lateral flow tests with Ms Harley, she stated that door stewards are responsible for checking these from the time the premises open. We asked Ms Harley to produce your statement and records, as required by The Health Protection (Coronavirus, Restrictions) (Entry to Venues and Events) (England) Regulations 2021, but she did not know what these were and could not produce them. I attach emails I sent to you on 15/12/21 in relation to this matter.

In respect of the two emails I have sent to you, that I haven't a received a response in respect of, they are also attached. In respect of the plan of the premises, this morning myself and Karl identified that the male toilets next to the bar are no longer there, and the walls in that area do not reflect the plan. Whilst we accept that this is a small change to the layout, and probably took place before you took on responsibility for the premises, the plan does need changing to reflect the current layout.

I would take this opportunity to remind you that at the Review hearing, at which you were present, Ms Barlow, Legal Advisor to Torbay Council, informed you that in relation to the suspension of the premises licence for a period of 3 months, this action was taken to give you the opportunity to put all the measures outlined in the new conditions into place. Despite these conditions being imposed on the licence in October 2021, you verbally agreed to accept them at that time, and you did not appeal these conditions, it appears that you have not taken any steps to ensure they are complied with in the last 3 months.

As a result of the concerns identified this morning, I have discussed the matter at length with Sgt Curtis who has authorised me to serve you with the attached Closure Notice, and explanatory notes. I will be in contact with you within the next few days to arrange a meeting to discuss this matter further.

Kind regards
Julie

-----Original Message-----

From: steph shepherd [REDACTED]
Sent: 09 January 2022 10:57
To: SMART Julie 50403 <Julie.SMART@devonandcornwall.pnn.police.uk>
Subject: Jackies

Hi

Holly told me you come in last night and we haven't got a few things

Could you please re send me the email please I'm not sure I have them I wouldn't of ignored them

Many thanks

28



Closure Notice

Section 19 Criminal Justice and Police Act 2001

Section 19 of the Criminal Justice and Police Act 2001 empowers a constable or local authority to serve a closure notice on a person having control of, or responsibility for, any premises that are being, or have been used within the last 24 hours, for the sale or consumption of alcohol on or in the vicinity of the premises, without a licence. (Where such a closure notice is served it must also be served on any other occupier of the premises whose access may be impeded if the part involved in the unlicensed sale of alcohol was to be closed.) Where a constable is satisfied that any premises are being, or within the last 24 hours have been, used for the unauthorised sale of alcohol for consumption on, or in the vicinity of, the premises, he may serve a notice in respect of the premises.

Date and time of the Closure Notice: Sunday 09/01/22 1300 hrs

Person making the Notice: Sergeant 16415 Dave CURTIS
Signature: D Curtis

Name (if applicable) and address of the affected premises:
Jackz Bar, Parkham Road, Brixham, Devon, TQ5 9BU

Alleged unauthorised use of the premises:
No BIIAB Certificates (Annexe 4, Crime & Disorder, Condition 8).
No training records (Annexe 4, Crime & Disorder, Condition 9),
No equipment for dealing with hypodermic needles, blood spillages and other body fluids (Annexe 4, Crime & Disorder, Condition 13).
Volume of recorded music audible above background levels over 5m from frontage of building (Annexe 4, Prevention of Public Nuisance, Condition 1).
No written noise management plan, no list of PA equipment, no staff/SIA noise monitoring log sheets, no employee/SIA staff training records in relation to noise management (Annexe 4, Prevention of Public Nuisance, Condition 2)
Noise limiter not set with levels agreed by Torbay Council's Licensing Team (Annexe 4, Prevention of Public Nuisance, Condition 3)

Steps which may be taken to end the alleged unauthorised use of the premises, or to prevent it from re-occurring
All above matters to be addressed to a level deemed satisfactory by Police Licensing Team and Mr Martin, Torbay Council Public Protection Officer

The person (if applicable) on whom the Closure Notice has been served:
Name:.....Stephanie TRUST by email.....
Signature:



Explanatory Notes

A police officer, or an authorised officer from the local authority has decided to issue this Closure Notice under the terms of Section 19 of the Criminal Justice and Police Act 2001 ('The 2001 Act').

Section 19 of the 2001 Act – Closure Notices

Where a police officer or an authorised officer from the local authority is satisfied that any premises are being, or within the last 24 hours have been used for the unlicensed sale of alcohol, including being in breach of its licence conditions, he may serve under Sub Section (3) a notice in respect of the premises.

Section 20 of the 2001 Act – Closure Orders

Your attention is drawn to Section 20 of the 2001 Act. This provides that the police, or as the case may be the local authority, can take action against the said premises by applying to a Justice of the Peace at the local Magistrates' Court for a closure order if the unlicensed sale of alcohol (as alleged in this Closure Notice) is continuing, or there is a reasonable likelihood that the premises will be so used in the future. The application for a Closure Order must be made not less than 7 days, and not more than 6 months after the date on which this closure notice was served.

After an application for the Closure Order is made the Justice of the Peace may issue a summons requiring the applicant and also the persons or persons on whom the Closure Notice was served to attend a hearing at the court on a specified date and time. At the hearing the court will consider the applicant's complaint against the said premises and decide whether a Closure Order should or should not be made.

In accordance with the Magistrates' Court Act 1980 and under the law on human rights, you are entitled to be legally represented at the hearing and to make representations to the court before any decision is taken.

Appeals – Section 24 of the 2001 Act

An appeal against a decisions by the Magistrates' Court to grant a Closure Order, or a decision to refuse an application for a Closure Order can be made by an affected person to the Crown Court within 21 days.

Enforcement Powers and Offences - Section 24 of the 2001 Act

It is an offence for a person, without reasonable excuse, to permit a premises to open in contravention of a Closure Order made by the Magistrates Court. Any person found guilty of such an offence will be liable to a fine not exceeding £20,000 or to imprisonment for a term not exceeding three months, or to both.

It is also an offence for a person who, without reasonable excuse fails to comply with any other terms of a Closure Order made by the court, or does an act, which contravenes those other terms. Any person convicted of this offence is liable to a fine not exceeding £5,000 or to three months imprisonment, or to both.

Police officers and authorised officers from the local authority have the power to enter the said premises at any reasonable time, and to do anything reasonably necessary to secure compliance with the Closure Order (for example, to board up the premises). However when exercising this power the constable or the officer must produce evidence of his authority to enter and also his identity before entering the premises, if asked to do so by the owner (or the occupier or the person in charge of the premises).

It is an offence for a person to intentionally obstruct police officers or authorised local authority officer from exercising these powers. Any persons convicted of obstructing a police officer is liable to a fine not exceeding £5,000, or to three months imprisonment, or to both. Any person convicted of obstructing an authorised local authority officer is liable to a fine not exceeding £5,000.

From: SMART Julie 50403
To: [steph shepherd](#)
Subject: RE: Jackies
Date: 11 January 2022 08:56:00

Morning Stephanie

If you read the condition on the licence it says "All persons employed at the premises in the sale and supply of alcohol" and therefore even those staff with a personal licence have to complete this training as it is a different syllabus to the Personal Licence course.

Kind regards
Julie

-----Original Message-----

From: steph shepherd [REDACTED]
Sent: 09 January 2022 15:06
To: SMART Julie 50403 [REDACTED]
Subject: Re: Jackies

Hi julie

do the staff with personal licences need the biab certificate as obviously we have already done a much higher qualification to get our licence?'

Sent from my iPhone

- > On 9 Jan 2022, at 13:49, SMART Julie 50403 [REDACTED] wrote:
- >
- > Good morning Stephanie
- >
- > Myself, Karl Martin and PC Randall attended Jackz Bar at about 0010 hrs this morning, and identified several breaches of conditions contained within the premises licence. Furthermore, the following concerns were also identified:
- >
- > On viewing the premises from a distance for approximately 20-25 minutes, Mr Martin and I observed 6 persons enter the premises, with only one appearing to produce anything to the door steward. The door steward briefly followed these individuals inside but in our opinion there was insufficient time for him to have checked vaccine passports/negative lateral flows.
- >
- > From our position at least 20 metres away we could hear music escape from your premises.
- >
- > Whilst stood about 8m from your premises with PC Randall, we could again hear music escape from your premises .
- >
- > We spoke to your two door stewards about their responsibilities for the night, including noise monitoring in respect of music and they indicated that they had not been advised they were responsible for monitoring music levels from outside and had not carried out any checks.
- >
- > On entering the premises Ms Harley was asked to produce the premises licence but she couldn't find it. She rang you and you informed her that you haven't received the final version following the withdrawal of your appeal, which I accept is the case, but she was unable to produce the premises licence that was forwarded to you as a result of the review hearing in October 2021.
- >
- > Ms Harley was unable to produce training records, stating that no training had taken place but she thinks training will start next week. She said that she has not completed BIIAB training, and wasn't aware that she had to, however she was employed at the premises at the time of the review and has worked at the premises in the

last 3 months, and therefore she should have completed this training as stipulated within the condition on your licence.

> Ms produced the first aid box which was unsatisfactory and did not contain appropriate equipment outlined in the condition on the licence.

> Ms Harley was unable produce a detailed noise management plan containing the items outlined in the condition on the licence.

> Mr Martin confirmed that the noise limiter has not been set with levels agreed by him.

> In addition, when discussing vaccine passports/negative lateral flow tests with Ms Harley, she stated that door stewards are responsible for checking these from the time the premises open. We asked Ms Harley to produce your statement and records, as required by The Health Protection (Coronavirus, Restrictions) (Entry to Venues and Events) (England) Regulations 2021, but she did not know what these were and could not produce them. I attach emails I sent to you on 15/12/21 in relation to this matter.

> In respect of the two emails I have sent to you, that I haven't a received a response in respect of, they are also attached. In respect of the plan of the premises, this morning myself and Karl identified that the male toilets next to the bar are no longer there, and the walls in that area do not reflect the plan. Whilst we accept that this is a small change to the layout, and probably took place before you took on responsibility for the premises, the plan does need changing to reflect the current layout.

> I would take this opportunity to remind you that at the Review hearing, at which you were present, Ms Barlow, Legal Advisor to Torbay Council, informed you that in relation to the suspension of the premises licence for a period of 3 months, this action was taken to give you the opportunity to put all the measures outlined in the new conditions into place. Despite these conditions being imposed on the licence in October 2021, you verbally agreed to accept them at that time, and you did not appeal these conditions, it appears that you have not taken any steps to ensure they are complied with in the last 3 months.

> As a result of the concerns identified this morning, I have discussed the matter at length with Sgt Curtis who has authorised me to serve you with the attached Closure Notice, and explanatory notes. I will be in contact with you within the next few days to arrange a meeting to discuss this matter further.

> Kind regards
> Julie

> -----Original Message-----

> From: steph shepherd [REDACTED]
> Sent: 09 January 2022 10:57
> To: SMART Julie 50403 [REDACTED]
> Subject: Jackies

> Hi
> Holly told me you come in last night and we haven't got a few things

> Could you please re send me the email please I'm not sure I have them
> I wouldn't of ignored them

> Many thanks

> *****

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> *****

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> *****

From: [steph shepherd](#)
To: [SMART Julie 50403](#)
Subject: Jackies
Date: 11 January 2022 13:51:12

Hi Julie,

Are you ok to meet up on Friday to run through everything and check all of our documents are up to date?
Would karl also be available to agree the levels on the limiter?

Kind Regards
Steph

From: [steph shepherd](#)
To: [SMART Julie 50403](#)
Subject: Jackies
Date: 11 January 2022 15:54:23

Hi Julie

Holly is booked on to a course but can't do this Thursday with the rest of us.

As she is booked on the course can she still
Work or does she have to complete the course before she can work

Many thanks

Steph

Sent from my iPhone

From: [steph_shepherd](#)
To: [SMART Julie 50403](#)
Subject: Fwd: Jackz Bar Compliance with Conditions
Date: 12 January 2022 15:33:17

Sent from my iPhone

Begin forwarded message:

From: steph shepherd [redacted] >
Date: 12 January 2022 at 15:19:06 GMT
To: rosshennessey@[redacted]
Subject: Re: Jackz Bar Compliance with Conditions

Dear Julie,

Thanks for your response.

Firstly, in regards to best bar none we contacted them early last week via their online form on their website and haven't received a response from them.

I will contact Tracey now.

All remaining staff members who haven't done the course are obtaining their BIIAB certificates tomorrow.

Andy Ralph has resigned from his role at the bullers and will be joining myself as a group manager of the 2, soon to be 3 licenced premises when the downstairs is open.

Therefore he will be attending the meeting with us next week, I am available on Friday anytime

Kind regards,
Steph

Sent from my iPhone

On 12 Jan 2022, at 15:04, steph shepherd [redacted] wrote:

Sent from my iPhone

Begin forwarded message:

From: SMART Julie 50403
[redacted]
Date: 12 January 2022 at 14:59:44 GMT
To: steph shepherd [redacted]
Cc: CURTIS David 16415
[redacted]
Subject: Jackz Bar Compliance with Conditions

Good afternoon Stephanie

Sorry I didn't get back to you yesterday re the below, but I wanted some advice on the date that the new conditions imposed on your licence came into effect to ensure I provide you with the correct information. I have been advised that, as you withdrew your appeal on 22 December 2021, the conditions came into effect on that date, and therefore you were legally required to ensure that they were and are complied with whenever licensable activities take place from 22 December onwards.

In respect of the BIIAB Level 1 Award in Responsible Alcohol Retailing, the condition states that staff must attend and successfully complete this training within 2 months of employment. Therefore, all staff who were employed at Jackz Bar on 22 December 2021 have until 21 February 2021 to complete this training, and they can work at the premises whilst waiting to complete the course.

In respect of the matters contained in the S19 Closure Notice, your appeal notice was served on the Magistrates Court on 18 November 2021 and did not specifically refer to the conditions outlined within the Closure Notice, thus indicating that you accepted those conditions.

Whilst we accept that you were required to comply with these conditions from 22 December 2021, myself and Sgt Curtis were surprised and disappointed that you had not taken any steps to ensure these conditions were complied with at the earliest opportunity, ie 18 November 2021, which is what we would expect from a responsible licence holder.

Furthermore, I have been in contact with [REDACTED] who is the chair of Best Bar None, Torbay, and, on Monday 10 January 2022, she advised me that you have not been in contact with her to sign up to Best Bar None, despite me giving you her contact details on 16 November 2021, and this constitutes a further breach of a condition contained in your premises licence.

I would take this opportunity to remind you that failing to comply with the requirements of a premises licence is an offence under Section 136 of the Licensing Act 2003, and a person found guilty of such an offence is liable on summary conviction to an unlimited fine, up to 6 months imprisonment, or to both. I therefore trust that you will address this matter immediately.

In respect of your request that I attend Jackz Bar on Friday, I am not working on Friday and Sgt Curtis has other commitments so is also unable to attend. However, I would take this opportunity to remind you that it is the responsibility of the Premises Licence Holder (yourself in this case) to ensure that the requirements of a premises licence are complied with at all times when licensable activities take place.

Therefore, if you are satisfied that you are now able to comply with all the licence conditions, you can open and carry out licensable activities whenever you wish, but if you do not think that you can comply with the licence requirements, you should not carry out any licensable activities until you are satisfied that you can comply.

In respect of your request for Karl to attend Jackz Bar on Friday, I cannot comment on this and you should make contact with him.

Myself and Sgt Curtis would like to meet with you one day next week, and would be grateful if you could advise us of your availability as soon as possible please.

Kind regards

Julie

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Sent: 11 January 2022 15:54

To: SMART Julie 50403 [REDACTED]

Subject: Jackies

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Sent from my iPhone

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From: steph_shepherd
To: SMART_Julie_50403
Subject: Fwd: Jackz Bar Compliance with Conditions
Date: 12 January 2022 15:33:28

Sent from my iPhone

Begin forwarded message:

From: steph_shepherd [redacted]
Date: 12 January 2022 at 15:26:26 GMT
To: rosshennessey@[redacted]
Subject: Re: Jackz Bar Compliance with Conditions

Hi Julie

Could you also re send Tracey details please to make sure I have the correct one

Many thanks

Sent from my iPhone

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Sent from my iPhone

Begin forwarded message:

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Date: 12 January 2022 at 14:59:44 GMT
To: steph_shepherd [redacted]
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Julie

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Sent: 11 January 2022 15:54
To: SMART Julie 50403
[REDACTED]

Subject: Jackies

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From: steph_shepherd
To: SMART Julie 50403
Subject: Re: Jackz Bar Compliance with Conditions
Date: 12 January 2022 16:39:16

Hi Julie,

we have spoken with Tracey and BBN aren't back up and running for 2022 yet but we have expressed twice our desire to join, is this acceptable until they are able to sign us up?

Kind regards

Steph

Sent from my iPhone

On 12 Jan 2022, at 15:04, steph_shepherd [redacted] wrote:

Sent from my iPhone

Begin forwarded message:

[redacted]
[redacted]
Date: 12 January 2022 at 14:59:44 GMT
To: steph_shepherd <steph_[redacted]>
Cc: CURTIS David 16415
[redacted]
Subject: Jackz Bar Compliance with Conditions

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Kind regards

Julie

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Sent: 11 January 2022 15:54
To: SMART Julie 50403 [REDACTED]
Subject: Jackies

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Steph

Sent from my iPhone

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From: Steph Sheehy
To: Karl and Julie
Subject: Jack
Date: 14 January 2022 08:39:55

Dear Karl and Julie,

I have attached the following documents:

Premises licence (I still haven't got the proper yellow one, so have a printed one from the councils website)

Noise management plan

Noise logs

NHS Covid record for those who are giving proof via text message, we will also be using the app scanner.

Incident report and previous incidents have been filed in there too.

Clickers, a sharps bin, a decibel measurer, a bodily fluid spill kit/first aid box are all on site.

Conditions pending due to factors we can't control:

BIIAB certificates, 3 staff members attended the pitman centre in exeter yesterday to obtain their certificates. There was a mix up from their head office and they weren't able to complete training until Monday 17th January and 5 staff members have been booked on to the course.

Best bar none sign up - we filled in an online form before we were due to reopen. We hadn't received a response until we reached out to [redacted] who has informed us that they aren't and have not been taking new sign ups since before Christmas, but we are on the list and they will contact us when they are ready.

Our noise limiter, although recalibrated, hasn't been checked by Karl because [redacted]. Therefore the doorman will be diligent with their monitoring and use of our decibel measurer.

Please can you confirm, wether this documentation is all acceptable.

Kind regards

Steph

Noise Management Plan

SITE DESCRIPTION

The premises is known as 'Jackz Bar' of New Road, Brixham, a fishing town in the County of Devon, England. The property fronts onto a main road with one resident adjacent (approx 5m away from the front door, and a block of flats behind the building. The premises benefits from a large overgrown garden area which helps with noise travelling to the residents behind the property. The building also contains a small unsheltered smoking area, where noise can be heard in the street if not properly managed.

The residents behind and adjacent are considered to be most at risk of noise disturbance from the operations of the premises.

General

Volume will be controlled by the installed noise limiter set by the responsible authority from Torbay Council.

All doors and windows will be closed to avoid noise from escaping the premises after 8pm.

Speakers will be positioned away from windows and doorways, thus to prevent noise from escaping.

Music shall be played at a volume where it cannot be heard more than 5m away from any point outside of the premises. Door stewards will regularly do walks around the building to identify any cases of noise pollution and will use a decibel counter to record noise levels throughout any night in which we operate as a 'nightclub.' IE Friday and Saturday nights.

After 2:30am noise will be reduced to background level (not distinguishable above conversational level).

Indoor noise will be monitored by the personal licence holder on shift.

All staff will be made fully aware and conversant with the noise management policy and procedures.

Prominent, clear and legible notices will be displayed at the exits requesting the public to respect residents and to leave the premises and the area quietly.

The noise management plan will be reviewed at least annually or as agreed appropriate to ensure that it is streamlined and effective. New and innovative approaches to problem solving or incidents and any lessons learnt will be incorporated accordingly. We should consider this a live document which evolves by experience in agreement with the Authority.

The outside smoking area will be monitored regularly and customers reminded that there are residents nearby.

Customers will be asked to leave swiftly and quietly, and all door stewards will remain present until customers have left the nearby vicinity.

PA Equipment used

- Ipad (spotify) - aux cable
- 3 Speakers
- Noise Limiter and controller

446



You are here » Home » Licensing Act Premises Search » Detail » Application

Licensing Act 2003 - Premises Licence Register as at 13:14 on 13 January 2022.

Jackz Bar

Parkham Road, Brixham, Devon, TQ5 9BU

Premises Licence PL0878 from from 08/01/2022 to indefinite

Licence holder(s)

Full Name: Mrs Stephanie Trust

Designated Premises Supervisor

Full Name: Mrs Stephanie Trust

Permitted Activities

- a performance of live music
- any playing of recorded music
- a performance of dance
- entertainment of a similar description to that falling within a performance of live music, any playing of recorded music or a performance of dance
- the sale by retail of alcohol

Premises Open Hours Granted

	Time From	Time To	
Monday to Sunday	09:00	03:00	On New Years Eve from the start of permitted hours on New Years Eve until the end of permitted hours on New Years Day.

Activities - Times Granted

	Time From	Time To	
E. Performance of live music (Indoors)			
Monday to Sunday	20:00	00:00	Maximum of 2 performers On New Years Eve from the start of permitted hours on New Years Eve until the end of permitted hours on New Years Day.
F. Playing of recorded music (Indoors)			
Monday to Sunday	09:00	02:30	On New Years Eve from the start of permitted hours on New Years Eve until the end of permitted hours on New Years Day.
G. Performance of dance (Indoors)			
Monday to Sunday	20:00	00:00	On New Years Eve from the start of permitted hours on New Years Eve until the end of permitted hours on New Years Day.
H. Entertainment of a similar description to that falling within E, F, or G (Indoors)			
Monday to Thursday			

From: SMART Julie 50403
To: steph shepherd
Cc: CURTIS David 16415
Subject: Jackz Bar Compliance with Conditions
Date: 12 January 2022 14:59:00

Good afternoon Stephanie

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Myself and Sgt Curtis would like to meet with you one day next week, and would be grateful if you could advise us of your availability as soon as possible please.

Kind regards

Julie

-----Original Message-----
From: steph shepherd [REDACTED]
Sent: 11 January 2022 15:54
To: SMART Julie 50403 [REDACTED]
Subject: Jackies

Hi Julie

Holly is booked on to a course but can't do this Thursday with the rest of us.

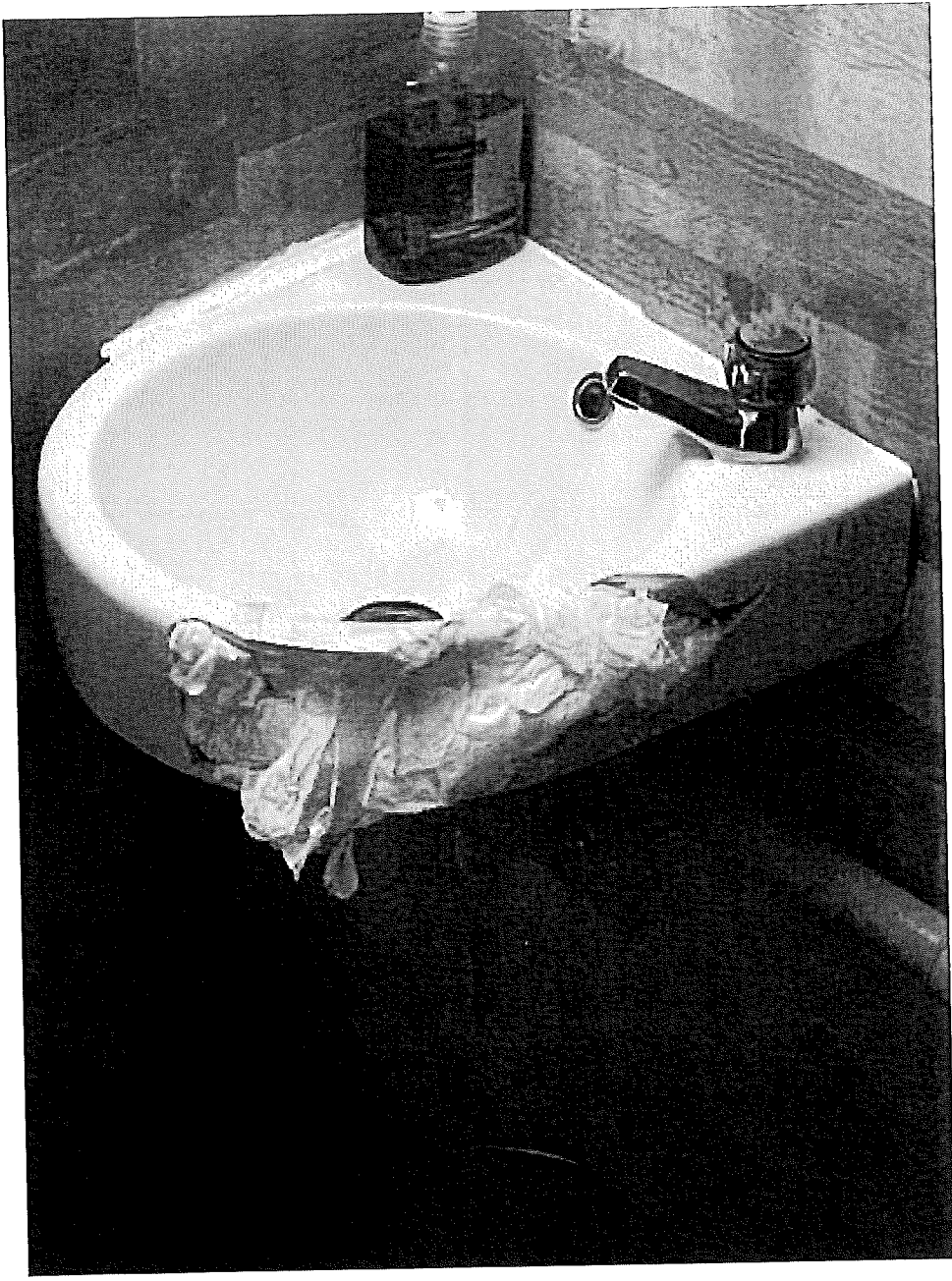
As she is booked on the course can she still Work or does she have to complete the course before she can work

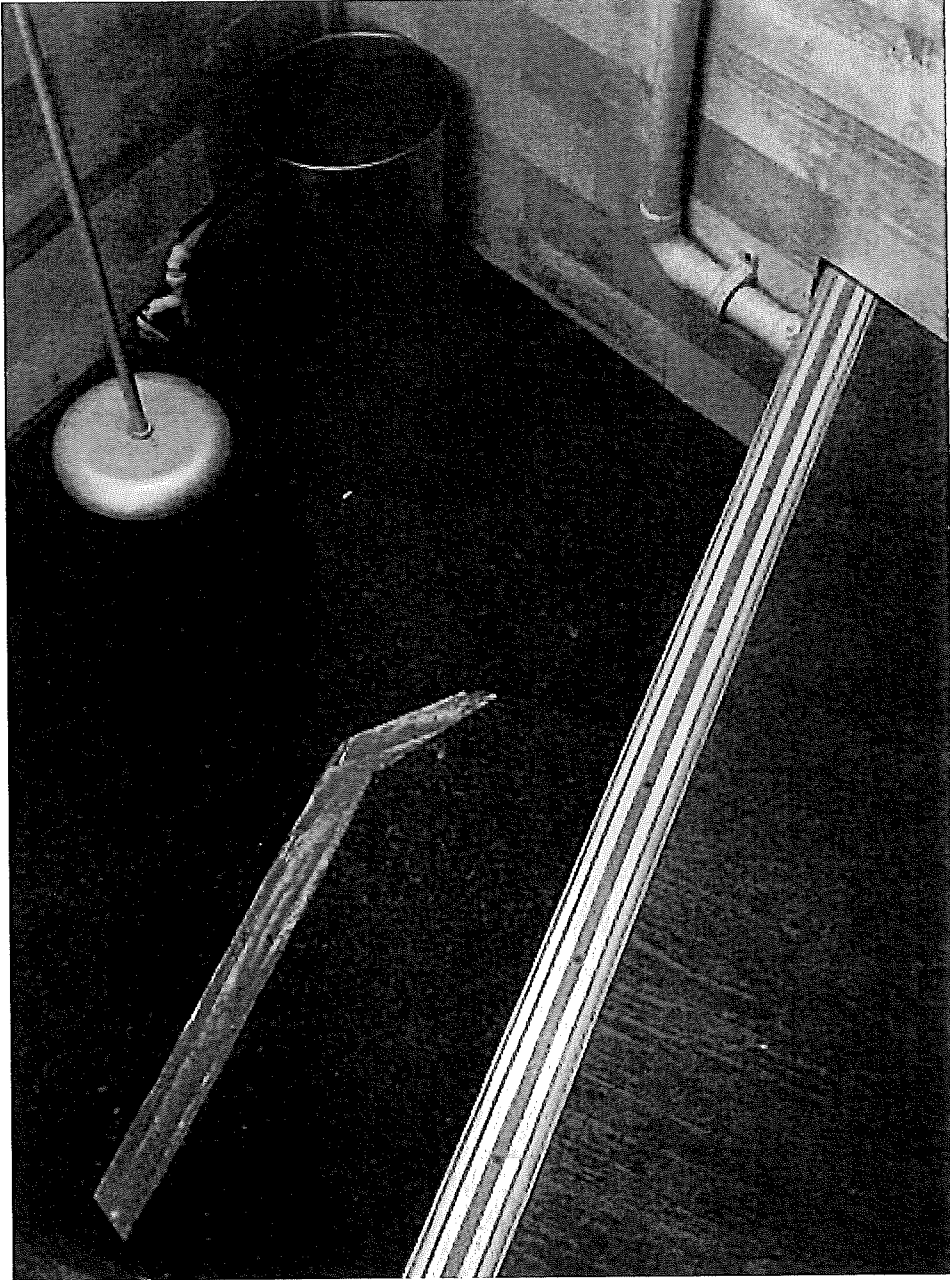
Many thanks

Steph

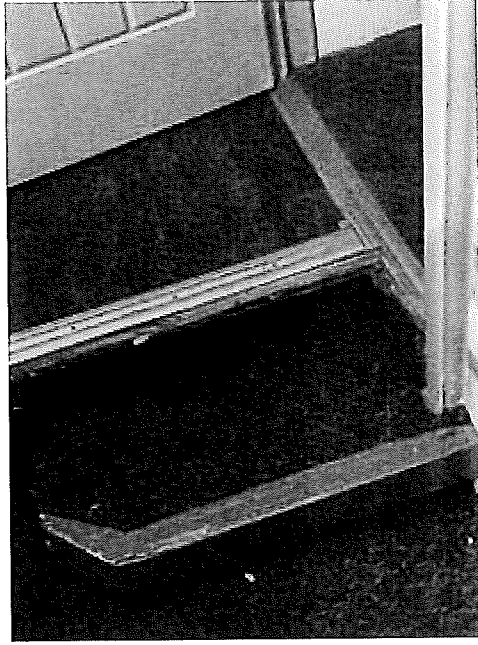
Sent from my iPhone



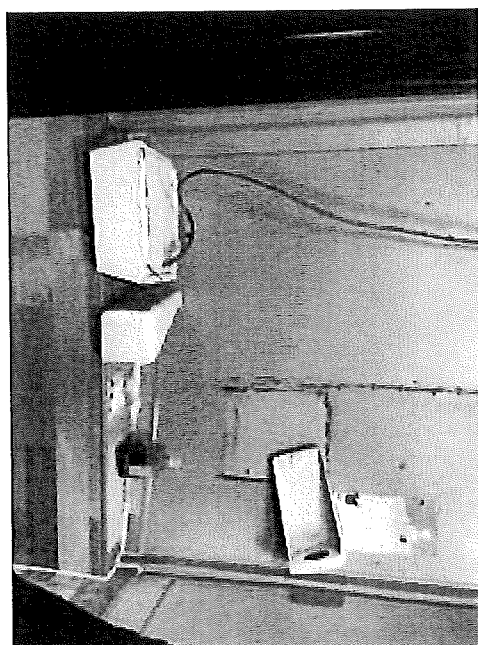








54



55



56 

From: SMART Julie 50403
To: TRUST Stephanie [REDACTED]
Subject: JACKZ BAR MEETING ON 21 JANUARY 2022
Date: 26 January 2022 13:20:00
Attachments: [image001.png](#)
[image005.png](#)
[image007.png](#)
[image009.png](#)

Hi Stephanie

I'm emailing you in connection with the meeting at Jackz Bar on Friday 21 January 2021 between yourself, Sgt Curtis, Mr Andy Ralph and I.

On entering the premises both myself and Sgt Curtis needed to use the toilets. You immediately advised me that there is no electric in the ladies toilets and you switched on a standard lamp, which was plugged into an extension lead and then into a socket within the main bar area with the cable running across the entrance to the ladies, thus causing a trip hazard. Within the ladies toilet the lamp was situated between the electric hand drier and the sink, meaning the portable electrical lamp could potentially come into contact with the water in the sink or wet hands. The ceramic sink was broken, with a large hole in the front which was plugged with paper towels, and held together with silver tape and cellotape. I noticed that the broken edges appeared very sharp. I also noticed that there are 2 steps within the ladies toilet and the door of one cubicle opens directly over the top of these steps. In my opinion these steps are a potential hazard, particularly if customers are wearing heels and/or under the influence of alcohol. On entering a cubicle and closing the door, the cubicle was pitch black and I was unable to see anything. There were no facilities for drying hands.

Sgt Curtis raised concerns with you in relation to the state of the male toilets. He pointed out that the cistern is not connected to the urinals and therefore no water flushes through the urinals. You indicated that the cistern has been like this for some time and prior to Mr Hennessey taking over the premises. He also showed you that the electric hand drier was hanging from the wall and lying on a shelf but still was connected to the mains electricity, and the paper towel dispenser was also on the shelf, both appearing to have been pulled from the wall, and again there were no facilities for customers to dry their hands. You indicated that you were not aware that the hand drier and towel dispenser had been removed from the wall as you had not been in the premises since the week before. There was no record of the damage being recorded in the incident records over the previous weekend.

Within the main bar area, Sgt Curtis raised concerns about the number of wires hanging from walls in at least 3 different locations, and the number of extension leads being used with sockets potentially being overloaded. He advised you that he had serious concerns about the safety of the premises and asked when you last had an electrical safety check, you indicated that you don't know. Sgt Curtis then advised you that if it was his business he would not open until things were checked electrically but that was not something he could enforce. Mr Ralph and yourself agreed it was not safe and said you would not open until an electrician had checked all the wiring to ensure it is safe, and provides you with a certificate to this effect. You agreed to stay closed until this has been completed.

I would take this opportunity to point out that our concerns in relation to the above matters sit under the Promotion of Public Safety licensing objective, which the police are not the primary



authority responsible for enforcing. However I have informed the Torbay Council Health and Safety Officers of our concerns.

We then went through the premises licence with you, and identified the below issues:

Annexe 2, Conditions Consistent with the Operating Schedule

General:

- 1. *There shall be no entry or re-entry after 1.00 am.* There is another condition on the licence in respect of this, so this condition can be removed.
- 2. *Drinks shall be served in shatterproof glasses .* You didn't seem confident that safety glasses are being used. I recommend that this condition is removed as a more specific condition is contained later within the licence.
- 3. *No bottles shall be served when open after midnight.* Again a further condition on the licence relates to this, so this condition can be removed.

The Prevention of Crime and Disorder:

- 1. *CCTV must be in good working order.* Again this condition can be removed as an updated CCTV condition is included within Annexe 3 of the licence.
- 2. *There shall be posters displayed regarding responsible drinking.* No posters about responsible drinking within premises and therefore this condition was not being complied with.
- 3. *There shall be promotions against drink driving.* No posters on display, condition not being complied with.
- 6. *SIA trained doorman shall be present at the premises.* This condition can be removed.

Public Safety:

- 1. *There must be 4 exits available in case of emergency, 3 of which are on the ground floor.* There is only one exit on the ground floor and therefore this condition cannot be complied with and should be removed. Advice was given to Ms Harley concerning this matter prior to the review hearing but it still has not been addressed.
- 2. *All safety checks and systems shall be maintained.* It is not clear what safety checks this relates to, however Sgt Curtis and I were not satisfied that a fire risk assessment was in place, and had concerns in relation to electrical safety within the premises. I recommend you remove this condition and add an additional condition to the licence that "All relevant Health and Safety requirements and legislation will be complied with".
- 3. *SIA door supervisors shall be present to control and look after customer welfare.* This can be removed as a further condition relates to door stewards.
- 4. *Accident records shall be present and maintained.* You indicated that you do not keep



any accident records, and therefore this condition was not being complied with.

We did not discuss any conditions in relation to Public Nuisance.

The Protection of Children From Harm

2. *Identification in the form of ID cards with 'PASS' hologram must be produced by anyone who appears to be under 21.* This condition can be removed as there is a further condition re Challenge 25.

3. *There shall be no children after 9pm and no under 18's after midnight.* This condition can be removed as further conditions relate to this matter.

Annexe 3, Conditions attached after a Hearing by the Licensing Authority.

The Prevention of Crime and Disorder

2. *On every occasion that the premises sells alcohol after midnight and then closes after 12.30 am, SIA door staff shall be employed from 10.00 pm until closing.* This condition can be removed as a new condition was added to the licence on withdrawal of your appeal.

3. *A CCTV system of an evidential standard shall be installed to the satisfaction of the police, and the system to be in operation at all times the premises are open to the public. All recordings from that system to be kept for a period of 14 days and the police to have access to recording at any reasonable time.* This condition can be removed.

4. *All drinks shall be served in toughened or strengthened glasses and no alcohol shall be served in glass bottles from which it is intended or likely that a person shall drink.* You indicated that drinks in glass bottles are decanted into glasses, but did not appear confident that toughened/strengthened glasses are being used. I recommend you either check all glasses to determine if they are toughened, purchase new toughened glasses from a reputable supplier or serve drinks in plastic/polycarbonate vessels to ensure you can comply with this requirement.

Again we did not go through any of the public nuisance conditions.

Conditions attached after a review hearing by the Licensing Authority

General

2. *That Mr Hennessey shall not be involved in or influence the operation of these premises.* I informed you that I am aware Mr Hennessey had been requested by the police to provide CCTV in respect of an incident and that it had taken about 20 days for this to be provided. The condition on the licence in relation to CCTV requires footage to be provided "with absolute minimum of delay" and therefore 20 days is unacceptable. I also informed you that I have been advised by the Best Bar None co-ordinator that Mr Hennessey had contacted her concerning joining Best Bar None. I pointed out that Mr Hennessey is prohibited from being involved in the operation of the premises and as the part of the licence containing the conditions is referred to as the operating schedule, he should have no involvement in any matters contained within the

licence. I advised you to discuss this with Mr Hennessey and instruct him to refer any enquiries regarding CCTV or matters in respect of the licence to you.

8. *All persons employed at the premises in the sale and supply of alcohol, shall attend and successfully complete the BIIAB Level 1 Award in Responsible Alcohol Retailing within 2 months of commencing employment.* I have previously given you advice re this and I am satisfied that you are progressing this matter.

9. *All staff shall receive training regarding their responsibilities under the Licensing Act at the commencement of employment, with refresher training being provided at least once a year. Records of all training, including BIIA Certificates, shall be maintained and kept at the premises for a minimum period of 12 months. These records shall be made available to the police or Local Authority Licensing Officers for inspection on demand.* You were unable to provide any training records, although Ms Harley indicated during my visit on 9 January 2021 that training was to take place the following week. When discussing this matter, you indicated that staff were undertaking the BIIAB and I informed you that, as a minimum, we would expect all staff to be trained in relation to Challenge 25, Fire Safety, Health and Safety, and your drugs policy. I would take this opportunity to recommend that you also provide training to your staff in respect of your noise management and monitoring policy, the recording of incidents and accidents, first aid and any other matters falling under your responsibility as Premises Licence Holder.

11. *The premises shall sign up to a licensing support scheme such as Best Bar None and ensure that they meet the standards required by that scheme at all times.* We have previously discussed this matter, and the Best Bar None co-ordinator has advised me that she will meet with you before the end of February 2022 to progress this as a matter of urgency.

12. *The Premises Licence Holder shall ensure that the Regulatory Reform (Fire Safety) Order 2005 is complied with an up to date fire risk assessment shall be kept on the premises for viewing by responsible authorities at all times. The fire risk assessment shall be amended whenever any changes are made to the premises which may affect emergency evacuation.* You were unable to produce a fire risk assessment and stated that you didn't know if one had been completed, despite advice having been given to Ms Harley and Mr Hennessey during a meeting at the premises in September 2021, although I appreciate you were not responsible for the premises at that time. I asked you what fire safety training had been provided to staff, and you indicate no training has been provided. I asked you if staff know where to locate a fire extinguisher and you indicated that you didn't know if there was one at the premises and you and Mr Ralph went to look for one. Sgt Curtis thinks that Mr Ralph might've said that he found one, but I do not recall that. This condition was not being complied with.

At 2000 hrs on the evening of Saturday 15 January 2022 and 0100 hrs on the morning of Sunday 16 January 2021, PC Honeyball visited Jackz Bar and established that alcohol was being sold, with music playing and dancing taking place. Your staff/door stewards indicated that these activities would cease at 0230 hrs.

I would now draw your attention to my email of 12 January 2022 in which I state:

However, I would take this opportunity to remind you that it is the responsibility of the Premises Licence Holder (yourself in this case) to ensure that the requirements of a

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premises licence are complied with at all times when licensable activities take place. Therefore, if you are satisfied that you are now able to comply with all the licence conditions, you can open and carry out licensable activities whenever you wish, but if you do not think that you can comply with the licence requirements, you should not carry out any licensable activities until you are satisfied that you can comply.

Myself and Sgt Curtis are therefore extremely disappointed that you were open and carried out licensable activities over the weekend of 14/15/16 January 2022 when it is apparent that various conditions on the licence were not being complied with.

I would again take this opportunity to remind you that failure to comply with the terms and conditions of a premises licence is an offence under Section 136 of the Licensing Act 2003, and a person found guilty of such an offence is liable on summary conviction to an unlimited fine, up to 6 months imprisonment or to both. As you have already been served a S19 Closure Notice, we do not intend to serve you with a further notice on this occasion but I would remind you that we can seek a Closure Order from a Magistrates Court at any time within 6 months of the issue of the notice if alcohol is sold and the licence conditions are not complied with. One of the conditions outlined in the Closure Notice is in respect of training records not being produced, and this breach was again identified on Friday 21 January 2022. I must warn you that should further breaches of the premises licence come to my attention, I shall consider seeking a prosecution for any offences committed, or a review of your premises licence, but I hope that this will not be necessary.

In respect of the approved plan of the premises, as advised in my emails of 7 December 2021, 23 December 2021, and 9 January 2022, this does not reflect the layout of the premises as there are no male toilets next to the bar, and this area is now used for storage. As discussed on Friday 21 January 2022 I recommend that you apply for a variation of your premises licence to remove the conditions identified above and submit an amended plan. Please contact Carrie Carter of Torbay Council [REDACTED] if you require any advice or assistance in relation to this.

Kind regards

Julie Smart

Alcohol Licensing Officer - Torbay

Tel: [REDACTED]

Prevention Department

Devon and Cornwall Police, Police Station, South Street, Torquay, TQ2 5EF

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From: [Hennessey Cocktails](#)
To: [SMART Julie 50403](#)
Subject: Jackz Bar Documents
Date: 01 February 2022 14:24:30
Attachments: [Jacks ECR.pdf](#)
[Jackz PAT testing.pdf](#)
[Jackz maintence certificate Fire.pdf](#)
[jackz fra.pdf](#)

Dear Julie,

Here are all of the in date documents you have requested from Jackz Bar regarding fire and electrics - we have made no alterations to any of the equipment or building since purchase.

Floor plan/Minor variation is being worked on this week.

Kind Regards

Andy

Hennessey Cocktail Lounge
2 King Street, Brixham, TQ5 9TF

Registration No: 607581000
Branch No: 000
Trading Title: Polarity Electricians Limited
Address: 21 Lyles Road, Brixham, Devon
Postcode: TQ5 9SN Tel No: 07794752932

Contractor Reference Number (CRN): N/A
Name: Mrs Shears
Address: 2 The Old Orchard, Milton Street, BRIXHAM, Devon
Postcode: TQ5 0BX Tel No: N/A

Occupier: Mrs Shears
Address: Jackz Corner Club, Parkham Road, BRIXHAM, Devon
Postcode: TQ5 9BU Tel No: N/A

PART 2: PURPOSE OF THE REPORT

Purpose for which this report is required: Sale of property

Date(s) when inspection and testing was carried out: 31/03/2021

Records available: (X) Previous inspection report available: (X) Previous report date: (N/A)

PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):
The condition of this consumer unit is good.

Estimated age of electrical installation: (25) years Evidence of additions or alterations: (✓)

Overall assessment of the installation is: **Satisfactory/acceptable** (delete as appropriate)

PART 4: DECLARATION

INSPECTION AND TESTING

I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.

Name (capital): SHAUN LEVETT Signature: _____ Date: 31/03/2021

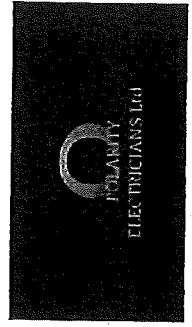
REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR

Name (capital): SHAUN LEVETT Signature: _____ Date: 31/03/2021

*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE F1) without delay is required.

This report is based on the model forms shown in Appendix 6 of BS 7671 published by Certisure LLP. Certisure LLP operates the NICEIC & ELECSA brands Marwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 5ZX © Copyright Certisure LLP (July 2018)

Please see the 'Notes for Recipient'



23062176

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IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR



ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 7 : DETAILS AND LIMITATIONS OF THE INSPECTION AND TESTING

The inspection and testing has been carried out in accordance with BS 7671: 2018, as amended. Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected unless specifically agreed between the Client and the Inspector prior to inspection. Details of the installation covered by this report: Visual inspection of the suppliers terminal equipment. Full test of all final circuits.

Agreed limitations including the reasons, if any, on the inspection and testing: N/A

Extent of sampling: 20% visual inspection of all final circuits; 100% visual inspection of circuits 1; 2

Operational limitations including the reasons: Insulation resistance wasn't carried out on various circuits due to unknown sensitive equipment.

PART 8 : SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements	Number and type of live conductors	Nature of supply parameters
TN-C-S: (✓) TN-S: (N/A) TT: (N/A) Other (state): N/A	AC 1-phase, 2-wire: (✓) 3-phase, 3-wire: (N/A) 2-phase, 3-wire: (N/A) DC 2-wire: (N/A) 3-wire: (N/A) Other: (N/A)	Nominal line voltage, U_0 : (N/A) V Nominal line voltage to Earth, U_d (V): (230) V Nominal frequency, f (Hz): (50) Hz Prospective fault current, I_{pf} (kA): (2.32) kA External loop impedance, Z_e (Ω): (0.11) Ω
Supply protective device (BS (EN) 1361): Type: (II) Rated current: (100) A	Confirmation of supply polarity: (✓) Other sources of supply (as detailed on attached schedule) Page No: (N/A)	

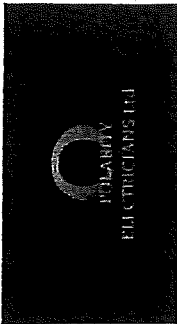
PART 9 : PARTICULARS OF INSTALLATION REFERRED TO IN THIS REPORT

Means of Earthing	Main protective conductors	Main protective bonding connections	Main switch / Switch-fuse / Circuit-breaker / RCD
Distributor's facility: (✓) Installation earth electrode: (N/A)	Earthing conductor: (material) Copper (material) Copper (connection / continuity verified): (✓)	Water installation pipes: (✓) Gas installation pipes: (✓) Structural steel: (N/A) Oil installation pipes: (N/A) Lightning protection: (N/A) Other (state): N/A	Type: (BS (EN) 61008) Location: (consumer unit) No. of poles: (2) Current rating: (80) A Rating / setting of device: (N/A) A Voltage rating: (230) V
Where an earth electrode is used, insert Type - (rod(s), tape, etc): (None) Location: (N/A) Electrode resistance to Earth: (N/A) Ω	Main protective bonding conductors: (material) Copper (connection / continuity verified): (✓)		Where an RCD is used as the main switch RCD rated residual operating current, $I_{\Delta n}$: (30) mA Measured operating time: (32) ms Rated time delay: (N/A) ms

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf} , and external earth fault loop impedance, Z_e , must be recorded.

All fields must be completed. Enter either, as appropriate: ✓ if Acceptable condition; N/A if Not applicable; LIM if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'F1' (codes to be recorded in PART 6, with additional comments (where appropriate), on attached numbered sheets)

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ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

PART 10 - SCHEDULE OF ITEMS INSPECTED

1. External condition of electrical intake equipment (visual inspection only) (if inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority)	(N/A)		
1.1 Service cable: (.....) 1.2 Service head: (.....)	(.....)		(.....)
1.3 Earthing arrangement: (.....) 1.4 Meter tails: (.....)	(.....)		(.....)
1.5 Metering equipment (.....) 1.6 Isolator (where present): (N/A)	(N/A)		(N/A)
2. Presence of adequate arrangements for parallel or switched alternative sources			
2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply: (N/A)	(N/A)		(N/A)
2.2 Adequate arrangements where generating set operates in parallel with the public supply: (N/A)	(N/A)		(N/A)
2.3 Presence of alternative / additional supply arrangement warning notice(s) at or near equipment, where required: (N/A)	(N/A)		(N/A)
3. Automatic disconnection of supply			
3.1 Main earthing and bonding arrangements			
a) Presence and condition of distributor's earthing arrangement: (.....)	(.....)		(.....)
b) Presence and condition of earth electrode arrangement, if present: (N/A)	(N/A)		(N/A)
c) Adequacy of earthing conductor size: (.....)	(.....)		(.....)
d) Adequacy of earthing conductor connections: (.....)	(.....)		(.....)
e) Accessibility of earthing conductor connections: (.....)	(.....)		(.....)
f) Adequacy of main protective bonding conductor size(s): (.....)	(.....)		(.....)
g) Adequacy of main protective bonding conductor connections: (.....)	(.....)		(.....)
h) Accessibility of main protective bonding connections: (.....)	(.....)		(.....)
i) Accessibility and condition of other protective bonding connections: (.....)	(.....)		(.....)
j) Provision of earthing / bonding labels at all appropriate locations: (.....)	(.....)		(.....)
3.2 FEEL			
a) Source providing at least simple separation: (N/A)	(N/A)		(N/A)
b) Plugs, socket-outlets and the like not interchangeable with those of other systems within the premises: (.....)	(.....)		(.....)

4. Other methods of protection Details should be provided on separate sheets:	(N/A)	Page No. (.....)	(.....)
5. Distribution equipment			
5.1 Adequacy of working space / accessibility of equipment: (.....)	(.....)		(.....)
5.2 Security of fixing: (.....)	(.....)		(.....)
5.3 Condition of insulation of live parts: (.....)	(.....)		(.....)
5.4 Adequacy / security of barriers: (.....)	(.....)		(.....)
5.5 Condition of enclosure(s) in terms of IP rating: (.....)	(.....)		(.....)
5.6 Condition of enclosure(s) in terms of fire rating: (.....)	(.....)		(.....)
5.7 Enclosure not damaged / deteriorated so as to impair safety: (.....)	(.....)		(.....)
5.8 Presence and effectiveness of obstacles: (.....)	(.....)		(.....)
5.9 Presence of main switch(es), linked where required: (.....)	(.....)		(.....)
5.10 Operation of main switch(es) (functional check): (.....)	(.....)		(.....)
5.11 Correct identification of circuit protective devices: (.....)	(.....)		(.....)
5.12 Adequacy of protective devices for prospective fault current: (.....)	(.....)		(.....)
5.13 RCD(s) provided for fault protection - includes RCBOs: (.....)	(.....)		(.....)
5.14 RCD(s) provided for additional protection - includes RCBOs: (.....)	(.....)		(.....)
5.15 RCD(s) provided for protection against fire - includes RCBOs: (.....)	(.....)		(.....)
5.16 Manual operation of circuit-breakers and RCDs to prove disconnection: (.....)	(.....)		(.....)
5.17 Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check) (.....)	(.....)		(.....)
5.18 Presence of RCD six-monthly retest notice at or near equipment, where required: (.....)	(.....)		(.....)
5.19 Presence of diagrams, charts or schedules at or near equipment, where required: (.....)	(.....)		(.....)
5.20 Presence of non-standard (mixed) cable colour warning notices at or near equipment, where required: (.....)	(.....)		(.....)
5.21 Presence of next inspection recommendation label: (.....)	(.....)		(.....)
5.22 All other required labelling provided: (.....)	(.....)		(.....)
5.23 Compatibility of protective device(s), base(s) and other components: (.....)	(.....)		(.....)
6. Distribution / final circuits			
6.1 Identification of conductors: (.....)	(.....)		(.....)
6.2 Cables correctly supported throughout their length: (.....)	(.....)		(.....)
6.3 Condition of insulation of live parts: (.....)	(.....)		(.....)
6.4 Non-sheathed cables protected by enclosures in conduit, ducting or trunking: (.....)	(.....)		(.....)
6.5 Suitability of containment systems for continued use (including flexible conduit): (.....)	(.....)		(.....)
6.6 Cables correctly terminated in enclosures (indicate extent of sampling in PART 7 of report): (N/A)	(N/A)		(N/A)
6.7 Indication of SPD(s) continued functionality confirmed: (N/A)	(N/A)		(N/A)
6.8 Adequacy of AFDD(s), where specified: (.....)	(.....)		(.....)
6.9 Confirmation that conductor connections, including connections to busbars are correctly located in terminals and are tight and secure: (.....)	(.....)		(.....)
6.10 Examination of cables for signs of unacceptable thermal and mechanical damage / deterioration: (.....)	(.....)		(.....)
6.11 Adequacy of cables for current-carrying capacity with regard to the type and nature of installation: (.....)	(.....)		(.....)
6.12 Adequacy of protective devices; type and rated current for fault protection: (.....)	(.....)		(.....)
6.13 Presence and adequacy of circuit protective conductors: (.....)	(.....)		(.....)
6.14 Co-ordination between conductors and overload protective devices: (.....)	(.....)		(.....)
6.15 Cable installation methods / practices appropriate to the type and nature of installation and external influences: (.....)	(.....)		(.....)
6.16 Cables where exposed to direct sunlight, of a suitable type or adequately protected against solar radiation: (.....)	(.....)		(.....)
6.17 Cables adequately protected against damage and abrasion: (.....)	(.....)		(.....)

All fields must be completed. Enter either, as appropriate: ✓ If Acceptable condition; N/A If Not applicable; LHM If a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'F1' (codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)

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23062176

IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

PART 12 - SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuit number	Circuit description	Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671) (s)	Protective device			RCD Operating current I _{Δn} (mA)	Max. permitted Z _s for installed protective device* (Ω)	Circuit impedances (Z)			Insulation resistance		RCD operating time (ms)	Test buttons		
					Live (mm ²)	CPC (mm ²)		Type	Rating (A)	Short-circuit capacity (kA)			Ring-final circuits only (measured end to end)	Neutral (Ω)	Line (Ω)	Line/Line (MΩ)	Live/Earth (MΩ)		Test voltage DC (V)	RCD (✓)	AFDD (✓)
1	lounge aircon	A	B	1	2.5	1.5	0.4	60898	B	16	6	30	2.73	N/A	N/A	N/A	N/A	32	✓	✓	
2	bar aircon	A	B	1	2.5	1.5	0.4	60898	B	20	6	30	2.19	N/A	N/A	N/A	N/A	32	✓	N/A	
3	emergency lights	A	B	4	1	0.75	0.4	60898	B	6	6	30	7.28	N/A	N/A	N/A	N/A	32	✓	N/A	
4	smokes	A	B	1	1	0.75	0.4	60898	B	6	6	30	7.28	N/A	N/A	N/A	N/A	32	✓	N/A	
5	Unknown	N/A	N/A	N/A	2.5	1.5	0.4	60898	B	20	6	30	2.19	N/A	N/A	N/A	N/A	N/A	32	✓	N/A

DISTRIBUTION BOARD (DB) DETAILS DB designation: DB4 Location of DB: Stairwell
 (to be completed in every case)

TESTED BY Name (capital): SHAUN LEVETT Position: QS
 Signature: Date: 31/03/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: () Nominal voltage: () V No. of phases: () N/A
 Overcurrent protection device for the distribution circuit Type: (BS EN N/A) Rating: () A
 Associated RCD (if any) Type: (BS EN N/A) No. of poles: () mA Operating time () ms
 Characteristics at this DB Confirmation of supply polarity: () Phase sequence confirmed (where appropriate): () Z_s () Ω I_{pf} () kA

TEST INSTRUMENTS (enter serial number against each instrument used)
 Multi-function: (101864479) Continuity: (101864479)
 Insulation resistance: (101864479) Earth fault loop impedance: (101864479)
 Earth electrode resistance: () RCD: (101864479)

This report is based on the model forms shown in Appendix 6 of BS 7671
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Original (to the person ordering the work)

NOTES FOR RECIPIENT

THIS CONDITION REPORT IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

The purpose of periodic inspection is to determine, so far as is reasonably practicable, whether an electrical installation is in a satisfactory condition for continued service. This report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected and tested, taking into account the stated extent of the installation and the limitations of the inspection and testing.

This report has been issued in accordance with the national standard for the safety of electrical installations, *BS 7671:2018 - Requirements for Electrical Installations*.

The report identifies any damage, deterioration, defects and/or conditions found by the inspector which may give rise to danger (see PART 6), together with any items for which improvement is recommended. If you were the person ordering this report, but not the user of the installation, you should pass this report, or a full copy of it including these notes, the schedules and additional pages (if any), immediately to the user.

This report should be retained in a safe place and shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this report will provide the new user with an assessment of the condition of the electrical installation at the time the periodic inspection was carried out.

Where the installation incorporates a residual current device (RCD) there should be a notice at or near the device stating that it should be tested every six months. For safety reasons it is important that this instruction is followed.

For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work. NICEIC* recommends that you engage the services of an NICEIC Approved Contractor for the inspection.

The recommended date by which the next inspection should be carried out is stated in PART 5 of this report. There should also be a notice at or near the main switchboard or distribution board/consumer unit indicating when the next inspection of the installation is due.

Only an NICEIC Approved Contractor or Conforming Body is authorised to issue this NICEIC Electrical Installation Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

This report form is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation and must not be issued to certify new electrical installation work including the replacement of a distribution board or consumer unit.

The report consists of at least six numbered pages. Additional numbered pages may have been provided to permit further relevant information relating to the installation to be recorded. For installations having more than one distribution board or more circuits than can be recorded on PART 12, one or more additional *Schedules of Circuit Details and Test Results* should form part of the report. The report is invalid if any of the schedules identified in PART 10 are missing. The report has a printed serial number, which is traceable to the Contractor to which it was supplied.

PART 7 (Details and limitations) should identify fully the extent of the installation covered by this report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.

Operational limitations may have been encountered during the inspection such as inability to gain access to parts of the installation or to an item of equipment. The inspector should have noted any such limitations in PART 7. It should be noted that the greater the limitations applying to a report, the less its value from the safety aspect.

A declaration should have been given by the inspector in PART 4 of the report. The declaration must reflect the statement given in PART 3, which summarises the observations and recommendations made in PART 6. Where one or more observations have been made in PART 6, the Classification code given to each by the inspector indicates the degree of urgency with which remedial action needs to be taken to restore the installation to a safe working condition.

Where the inspector has indicated an observation as code C1 (danger present) the safety of those using the installation is at risk. Wherever practicable, items classified as (C1) should be made safe on discovery, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work immediately.

Where the inspector has indicated an observation as code C2 (potentially dangerous) the safety of those using the installation may be at risk, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.

Where the inspector has indicated that an item requires further investigation (FI), the investigation should be carried out without delay to determine whether danger or potential danger exists. For further guidance on the Classification codes, please see the reverse of page 2.

Where the installation can be supplied by more than one source, such as the public supply and a standby generator or microgenerator, this should be identified in PART 8 *Supply Characteristics and Earthing Arrangements*, and the *Schedules of Circuit Details and Test Results* (PART 12) compiled accordingly.

Where inadequacies in the intake equipment have been observed (Item 1 of PART 10), the person ordering the inspection should inform the distributor and/or supplier as appropriate.

Should the person ordering this report have reason to believe that it does not reasonably reflect the condition of the electrical installation reported on, that person should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the person ordering this report may make a formal complaint to NICEIC, for which purpose a complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions; full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost). *NICEIC is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, Electrical Safety First. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

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GUIDANCE FOR RECIPIENTS ON THE CLASSIFICATION CODES

Only one Classification code should be given for each recorded Observation

Classification code C1 (Danger present)

Where an observation has been given a Classification code C1, the safety of those using the installation is at risk and immediate remedial action is required.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

NICEIC makes available 'Electrical Danger Notification' forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Classification code C2 (Potentially dangerous)

Classification code C2 indicates that, whilst those using the installation may not be at immediate risk, urgent remedial action is required to remove potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at PART 5 of this report (Next inspection) for the maximum interval until the next inspection is conditional upon all items which have been given a Classification code C1 and code C2 being remedied immediately and as a matter of urgency, respectively. It would not be reasonable for the inspector to indicate that the installation is in a satisfactory condition if any observation in this report has been given a code C1 or code C2 classification.

Classification code C3 (Improvement recommended)

Where an observation has been given a Classification code C3, the inspection and/or testing has revealed a non-compliance with the current safety standard which, whilst not presenting immediate or potential danger, would result in a significant safety improvement if remedied. Careful consideration should be given to the safety benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Code FI (Further investigation required without delay)

It should usually be possible for the inspector to attribute a Classification code to each observation without indicating a need for further investigation.

However, where 'FI' has been entered against an observation the inspector considers that further investigation of that observation is likely to reveal danger or potential danger that, due to the agreed extent or limitations of the inspection and/or testing, could not be fully identified at the time.

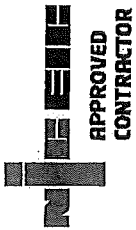
It would not be appropriate for the inspector to indicate that the installation is in a satisfactory condition if there is reasonable doubt as to whether danger or potential danger exists. Consequently, where the inspector has indicated 'Further investigation required without delay' (FI) the overall assessment of the installation (PART 3) should be marked as 'Unsatisfactory'.

If the inspector has indicated that an observation requires further investigation without delay, the person ordering this report is advised to arrange for the NICEIC Approved Contractor issuing the report (or another skilled person or persons competent in such work) to undertake further examination of that aspect of the installation as a matter of urgency, to determine whether or not danger or potential danger exists.

Further information

Further information on the application of Classification codes, primarily aimed at inspectors but of possible interest to persons ordering condition reports, can be found in Electrical Safety First's Best Practice Guide No 4, *Electrical installation condition reporting: Classification Codes for domestic and similar electrical installations*. The guide can be viewed or downloaded free of charge from www.electricalsafetyfirst.org.uk

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com



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23061954

DVN18C

DOMESTIC VISUAL CONDITION REPORT

Small installations up to 100 A single phase supply

Original (to the person ordering the work)

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND THE INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 607581000 Branch No: 000
Trading Title: Polarity Electricians Limited
Address: 21 Lytes Road, Brixham, Devon
Postcode: TQ5 9SN Tel No: 07794752932

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): N/A
Name: Mrs Shears
Address: 2 The Old Orchard, Milton Street, BRXHAM, Devon
Postcode: TQ5 9BX Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: Mrs Shears
Address: Jackz Corner Club, Parkham Road, BRXHAM, Devon
Postcode: TQ5 9BU Tel No: N/A

PART 2 : SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation: The upstairs bar has had a visual inspection. There are two consumer units which I recommend to be upgraded. Most of the circuits couldn't be identified. I recommend the upstairs installation to be partially, if not fully renewed/rewired.

Estimated age of electrical installation: { 25 } years Evidence of additions or alterations: { }

PART 3 : NEXT INSPECTION

I/We (as indicated in PART 1) recommend that a ~~visual~~ **formal periodic inspection and test*** is carried out after an interval of not more than 5 years ~~XXXXXX~~*/k*
Give reason for recommendation: Dependant on remedial work being carried out.

PART 4 : DECLARATION

I being the person responsible for the visual-only inspection of the electrical installation (as indicated by my signature below), particulars of which are described in PART 1, having exercised reasonable skill and care when carrying out the inspection, hereby declare that the information in this report, including the observations and any attached pages, provides an accurate assessment of the condition of the electrical installation taking into account the limitations of a visual-only inspection

Name (capital): SHAUN LEVETT

Signature:

Date: 31/03/2021

Results reviewed by *Qualified Supervisor*

Name (capital): SHAUN LEVETT

Signature:

Date: 31/03/2021

PART 5 : CONSUMER UNIT

Main switch / Switch-fuse / Circuit-breaker / RCD: (BS (EN) N/A) Labelling: (N/A) Label for RCD protection: (N/A) Absence of labelling (please state): There are no labels or circuit details for the top bar consumer units.
Main switch type: (BS (EN) LJM) (N/A) mA (N/A) Label for mixed wiring: (N/A)
Circuit-breakers: (BS (EN) 60898) (N/A) Schedule of Circuit Details: (N/A) Label for next inspection: (N/A)

*Delete as appropriate

** The proposed date for the next inspection should take into consideration the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life, and the period should be agreed between relevant parties.

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DOMESTIC VISUAL CONDITION REPORT
Small installations up to 100 A single phase supply

PART 6 : ORIGIN OF THE INSTALLATION

System type
 TN-C-S: (✓) TN-S: (N/A) TT: (N/A)
 Primary supply overcurrent protective device
 Type: BS (EN) 1361 No. of poles: (2)
 Current rating: (100) A Rated short-circuit capacity: (16.5) kA
 Earthing system
 Earthing conductor condition: (✓) Main Earth Terminal condition: (✓)
 Means of earthing
 Distributor's facility: (✓)
 Installation earth electrode: (N/A)
 Where electrode is used, state
 Type (rod(s), tape, etc): (N/A)
 Location: (N/A)
 Main protective bonding connections
 Water installation pipes: (✓)
 Gas installation pipes: (N/A)
 Oil installation pipes: (N/A)
 Other: (N/A)

PART 7 : OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

CODES: One of the following Codes, as appropriate, has been allocated to each of the observations made below to indicate to the person(s) responsible for the electrical installation the degree of urgency for remedial action:

CODE C1 'Danger Present'	CODE C2 'Potentially Dangerous'	CODE C3	CODE F1
Risk of injury. Immediate remedial action required	Urgent remedial action required	Improvement Recommended	Further Investigation Required
There are no items adversely affecting electrical safety (.....), OR The following observations and recommendations for action are made:			
Observation(s) including location reference, as appropriate			
Item No	Circuit		Code
(1)	{ Top Bar CU } { Upgrade consumer unit		{ C2 }
(2)	{ Various circuits } { Unsupported cables		{ C3 }
(3)	{ Top Bar CU } { No Rcd Protection		{ C2 }
(4)	{ Top Bar CU } { unidentified circuits		{ C3 }
(5)	{ supply to bar CU } { single insulated tails		{ C2 }
(6)	{ Top Bar CU } { undersized cpc		{ C3 }
(7)	{ Various circuits } { identification sleeving		{ C3 }
(8)	{ Various circuits } { no cpc sleeving		{ C3 }
(9)	{ Top Bar CU } { loose socket fixtures		{ C3 }
(10)	{ Top Bar CU } { heat damage on socket line conductors		{ C3 }
(.....)	{ }		{ }
(.....)	{ }		{ }
Additional pages? (None) State page numbers: (N/A)			
Immediate action required for items: (N/A)		Improvement recommended for items: (2,4,6,7,8,9,10)	
Urgent remedial action required for items: (1,3,5)		Further investigation required for items: (N/A)	

PART 8 : LOCATION CONTAINING A BATH OR SHOWER

Additional protection by RCD not exceeding 30 mA provided for
 Final circuits: (N/A) and Circuits passing through zones 1 and 2 not serving the location: (N/A)
 Supplementary equipotential bonding provided: (N/A)
 List of all other special installations or locations, if any, present:
 None

NOTES FOR RECIPIENT

THIS DOMESTIC VISUAL CONDITION REPORT IS IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

The purpose of a visual-only inspection of a domestic electrical installation is to determine, so far as is reasonably practicable, whether the installation has any visually-evident defects or has suffered any damage or deterioration which may affect safety. This domestic visual condition report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected, taking into account the limitations of a visual-only inspection.

Whilst a visual-only inspection may reveal defects, damage or deterioration which may present electrical safety hazards, such an inspection alone cannot fully determine whether an installation is safe for continued use.

Visual-only inspection does not include items that can only be checked with test instruments, such as the adequacy of earthing arrangements. Due to such limitations, it is not appropriate to report that an installation is in a satisfactory condition on the basis of visual-only inspection.

The NICEIC* Approved Contractor performing the visual inspection will recommend that a full inspection and testing be performed if it is suspected that the installation is in an unsafe condition.

Also for safety reasons, the electrical installation will need to be re-inspected at appropriate intervals by a skilled person(s) competent in such work. The recommended maximum time interval to the 'Next Inspection' and the type of inspection is stated overleaf in PART 3. The recommendation for the interval to the next inspection is conditional on all items which have attracted a Classification code C1 and code C2 in PART 7 'Observations and recommendations for actions to be taken' being remedied immediately and as a matter of urgency respectively.

There should be a notice at or near the consumer unit indicating the latest date by which a full periodic inspection and test of the installation is due. NICEIC recommends that you engage the services of an NICEIC Approved Contractor for this purpose.

Where the installation incorporates a residual current device (RCD), there should be a notice at or near each device stating that it should be tested at six-monthly intervals. For safety reasons, it is important that you carry out the test regularly.

Note that consumer units fitted with cartridge or rewirable fuses may be suitable for continued use provided the consumer unit is in a satisfactory condition and each fuse is correctly rated.

** NICEIC, is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, Electrical Safety First. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).*

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

GUIDANCE FOR RECIPIENT ON THE CLASSIFICATION CODES

Only one Classification code should have been given for each recorded observation.

Classification code C1 (Danger present). Where an observation has been given a Classification code C1, the safety of those using the installation is at risk and immediate remedial action is required. The person responsible for the safety of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Classification code C2 (Potentially dangerous). This indicates that, whilst those using the installation may not be at immediate risk, urgent remedial action is required to remove potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Classification code C3 (Improvement recommended). Where an observation has been given a Classification code C3, the inspection and/or testing has revealed a non-compliance with the current safety standard which, whilst not presenting immediate or potential danger, would result in an improvement if remedied. Careful consideration should be given to the safety benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given in PART 3 'Next Inspection' section of this report for the maximum interval until the next inspection is conditional upon all items which have been given a Classification code C1 and code C2 being remedied immediately and as a matter of urgency respectively.

Code F1 (Further investigation required without delay). It should usually be possible for the inspector to attribute a Classification code to each observation without indicating a need for further investigation.

However, where 'Further investigation required' has been noted in the 'Observations and recommendations for actions to be taken' section, the inspector considers that further investigation of that observation is likely to reveal danger or potential danger that, due to the limitations of the inspection, could not be fully identified at the time.

If the inspector has indicated that an observation requires further investigation, the person ordering this report is advised to arrange for the NICEIC Approved Contractor issuing the report (or another person competent in such work) to undertake further examination of that aspect of the installation as a matter of urgency, to determine whether or not danger or potential danger exists.

NOTES FOR RECIPIENT (continued)

Further information

Further information on the application of Classification codes, primarily aimed at inspectors, but of possible interest to persons ordering condition reports, can be found in the Electrical Safety First's Best Practice Guide, entitled *Electrical installation condition reporting: Classification Codes for domestic and similar electrical installations*. The guide can be viewed or downloaded free of charge from www.electricalsafetyfirst.org.uk

The visual-only inspection report

This report is intended to be issued only for the purpose of reporting on the visual condition of an existing electrical installation. The report should identify, so far as is reasonably practicable, any damage, deterioration and visually-evident defects which:

- mean that danger is present,
- are potentially dangerous,
- require improvement, or
- require further investigation

The report consists of at least two numbered pages. Additional numbered pages may have been provided to permit further relevant information concerning the installation to be reported. The report is invalid if any of the identified pages are missing. The report form has a printed serial number which is traceable to the Contractor to which it was supplied.

The report should not have been issued to certify a new electrical installation, or in replace of a full formal periodic inspection and test.

Only an NICEIC Approved Contractor is authorised to issue this NICEIC Domestic Visual Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

If you were the person ordering the work, but not the user of the installation, you should pass this report, or a full copy of it including these notes and additional pages (if any), immediately to the user.

The 'Original' report form should be retained in a safe place and shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this report will provide the new user with an assessment of the condition of the electrical installation at the time the inspection was carried out.

Understanding the report

Page 1

In PART 2 'Summary of the condition of the installation', the inspector should have put a brief summary of the overall condition of the installation, taking into account the specific observations made.

In PART 3 'Next Inspection' the inspector should have made a recommendation as to the time interval to the next inspection and the type of inspection, such as a **visual inspection** or a **full periodic inspection**. This recommendation will depend on circumstances such as the age of the installation or if it is subject to more rapid deterioration. The reason for the interval and the type of inspection recommended should be stated.

In PART 4 'The Declaration' should reflect the observations and recommendations made. A list of observations and recommendations for remedial work and corrective action(s) necessary to restore the installation to a satisfactory condition should be given in PART 7. But, given the limitations of a visual-only inspection, these recommendations may be incomplete and a full electrical installation condition report may be necessary to determine the full extent of the required remedial action.

For further guidance on the Classification codes, please see the reverse of page 1.

All fields should have been completed either by insertion of the relevant details or by entering:

A '✓' meaning a particular inspection has been carried out and the result, as far as can be ascertained from a visual-only inspection, is **not unacceptable**

or

A 'X' meaning a particular inspection has been carried out and the result is **unacceptable**

or

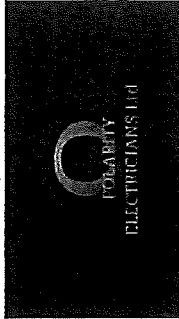
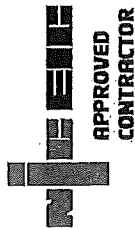
'N/A' meaning '**Not Applicable**', where appropriate.

Note that for every 'X' meaning 'unsatisfactory', an observation should have been made in PART 7 'Observations and recommendations for actions to be taken'.

Should the person ordering the domestic visual condition inspection (e.g. the person/organisation responsible for the safety of the electrical installation, as identified in PART 1 of this report), have reason to believe that the report issued by the Approved Contractor does not reasonably reflect the condition of the electrical installation reported on given the limitations of a visual only inspection, the person should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the client may make a formal complaint to NICEIC, for which purpose a standard complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost).

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23062218

IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 607581000 Branch No: 000
Trading Title: Polarity Electricians Limited
Address: 21 Lytes Road, Brixham, Devon
Postcode: TQ5 9SN Tel No: 07794752932

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): N/A
Name: Mrs Shears
Address: 2 The Old Orchard, Milton Street, BRIXHAM,
Devon
Postcode: TQ5 9BX Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: Mrs Shears
Address: Jackz Corner Club, Parkham Road, BRIXHAM,
Devon
Postcode: TQ5 9BU Tel No: N/A

PART 2: PURPOSE OF THE REPORT

Purpose for which this report is required: Sale of property

Date(s) when inspection and testing was carried out: 25/09/2021 - 31/03/2021

Records available:

Previous inspection report available:

Previous report date: { N/A }

PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):

The downstairs bar and kitchen area with the required upgrades that have been carried out together with the test results is in a good condition.

Estimated age of electrical installation: 25 years

Evidence of additions or alterations:

Overall assessment of the installation is: **Satisfactory/Excellent** (delete as appropriate)

PART 4: DECLARATION

INSPECTION AND TESTING

I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.

Name (capital): SHAUN LEVETT

Signature:

Date: 31/03/2021

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR

Name (capital): SHAUN LEVETT

Signature:

Date: 31/03/2021

*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE F1) without delay is required.

This report is based on the model forms shown in Appendix 6 of BS 7671.
Published by Certisure LLP
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Warwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 5XZ

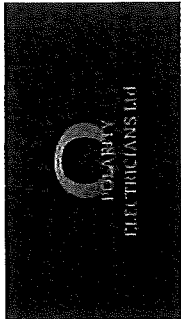
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Please see the 'Notes for Recipient'

Page 1 of 10

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Original (to the person ordering the work)



APPROVED CONTRACTOR

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23062218

IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 7: DETAILS AND LIMITATIONS OF THE INSPECTION AND TESTING

The inspection and testing has been carried out in accordance with BS 7671: 2018, as amended. Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected unless specifically agreed between the Client and the Inspector prior to inspection.

Visual inspection of the suppliers terminal equipment. Full test of all final circuits.

Details of the installation covered by this report: N/A (see additional page No. N/A)

Agreed limitations including the reasons, if any, on the inspection and testing: N/A

Extent of sampling: 20% visual inspection of all final circuits except the kitchen which was 100% visual inspection. Agreed with (print name): N/A (see additional page No. N/A)

Operational limitations including the reasons: Insulation resistance wasn't carried out on various circuits due to unknown sensitive equipment. (see additional page No. N/A)

PART 8: SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements		TN-C-S: <input checked="" type="checkbox"/> TN-S: (N/A) TT: (N/A)	
Other (state): N/A		AC 1-phase, 2-wire: (N/A) 2-phase, 3-wire: (N/A) 3-phase, 4-wire: (N/A) Other: (N/A)	
Supply protective device (BS (EN) LIM) Type: (N/A)		DC 2-wire: (N/A) 3-wire: (N/A) Confirmation of supply polarity: () Other sources of supply (as detailed on attached schedule) Page No: (N/A)	
Rated current: (LIM) A		Nature of supply parameters	
Nominal line voltage, U ₀ : (N/A) V		Nominal line voltage to Earth, U _p : (230) V	
Nominal frequency, f: (50) Hz		Prospective fault current, I _{pf} : (1.82) kA	
External loop impedance, Z _e : (0.1) Ω		By enquiry, measurement, or by calculation	

PART 9: PARTICULARS OF INSTALLATION REFERRED TO IN THIS REPORT

Means of Earthing	<input checked="" type="checkbox"/> Distributor's facility: (N/A)	Main protective conductors	Earthing conductor: (material) Copper	Main protective bonding connections	Water installation pipes: <input checked="" type="checkbox"/> Gas installation pipes: <input checked="" type="checkbox"/> Structural steel: (N/A) Oil installation pipes: (N/A) Lightning protection: (N/A) Other (state): N/A	Main switch / Switch-fuse / Circuit-breaker / RCD	Type: (BS (EN) LIM) Location: (consumer unit) No. of poles: (2) Current rating: (LIM) A
Installation earth electrode:	(N/A)	Connection / continuity verified: ()	Connection / continuity verified: ()	Where an RCD is used as the main switch	RCD rated residual operating current, I _{Δn} : (30) mA	Rating / setting of device: (N/A) A	Voltage rating: (N/A) V
Where an earth electrode is used insert	Type - rod(s), tape, etc: (None)	Main protective bonding conductors:	(material) Copper	Measured operating time: (33) ms	Rated time delay: (N/A) ms		
Location: (N/A)	Electrode resistance to Earth: (N/A) Ω	Connection / continuity verified: ()	Connection / continuity verified: ()				

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf}, and external earth fault loop impedance, Z_e, must be recorded.

All fields must be completed. Enter either, as appropriate: '✓' if Acceptable condition; 'N/A' if Not applicable; 'LIM' if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'F' (codes to be recorded in PART 6 with additional comments (where appropriate) on attached numbered sheets)

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ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations



NICEIC
APPROVED
CONTRACTOR

PART 10 - SCHEDULE OF ITEMS INSPECTED

1. External condition of electrical intake equipment (visual inspection only) (If inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority.)		(N/A)	()
1.1 Service cable:	1.2 Service head:	()	()
1.3 Earthing arrangement:	1.4 Meter tails:	()	()
1.5 Metering equipment:	1.6 Isolator (where present):	()	()
2. Presence of adequate arrangements for parallel or switched alternative sources		()	()
2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply:		(N/A)	()
2.2 Adequate arrangements where generating set operates in parallel with the public supply:		(N/A)	()
2.3 Presence of alternative/additional supply arrangement warning notice(s) at or near equipment, where required:		(N/A)	()
3. Automatic disconnection of supply		()	()
3.1 Main earthing and bonding arrangements		()	()
a) Presence and condition of distributor's earthing arrangement:		()	()
b) Presence and condition of earth electrode arrangement, if present:		(N/A)	()
c) Adequacy of earthing conductor size:		()	()
d) Adequacy of earthing conductor connections:		()	()
e) Accessibility of earthing conductor connections:		()	()
f) Adequacy of main protective bonding conductor size(s):		()	()
g) Adequacy of main protective bonding conductor connections:		()	()
h) Accessibility of main protective bonding connections:		()	()
i) Accessibility and condition of other protective bonding connections:		()	()
j) Provision of earthing / bonding labels at all appropriate locations:		()	()
3.2 FELV		()	()
a) Source providing at least simple separation:		(N/A)	()
b) Plugs, socket-outlets and the like not interchangeable with those of other systems within the premises:		()	()

4. Other methods of protection Details should be provided on separate sheets:		(N/A)	()
5. Distribution equipment		()	()
5.1 Adequacy of working space / accessibility of equipment:		()	()
5.2 Security of fixing:		()	()
5.3 Condition of insulation of live parts:		()	()
5.4 Adequacy / security of barriers:		()	()
5.5 Condition of enclosure(s) in terms of IP rating:		()	()
5.6 Condition of enclosure(s) in terms of fire rating:		(C3)	()
5.7 Enclosure not damaged / deteriorated so as to impair safety:		()	()
5.8 Presence and effectiveness of obstacles:		()	()
5.9 Presence of main switch(es), linked where required:		()	()
5.10 Operation of main switch(es) (functional check):		()	()
5.11 Correct identification of circuit protective devices:		()	()
5.12 Adequacy of protective devices for prospective fault current:		()	()
5.13 RCD(s) provided for fault protection - includes RCBOs:		()	()
5.14 RCD(s) provided for additional protection - includes RCBOs:		()	()
5.15 RCD(s) provided for protection against fire - includes RCBOs:		()	()
5.16 Manual operation of circuit-breakers and RCDs to prove-disconnect:		()	()
5.17 Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check)		()	()
5.18 Presence of RCD six-monthly retest notice at or near equipment, where required:		()	()
5.19 Presence of diagrams, charts or schedules at or near equipment, where required:		()	()
5.20 Presence of non-standard (mixed) cable colour warning notices at or near equipment, where required:		()	()
5.21 Presence of next inspection recommendation label:		()	()
5.22 All other required labelling provided:		()	()
5.23 Compatibility of protective device(s), base(s) and other components:		()	()

5.24 Single-pole switching or protective devices in line conductors only:	()	()
5.25 Protection against mechanical damage where cables enter equipment:	()	(C3)
5.26 Protection against electromagnetic effects where cables enter ferromagnetic enclosures:	()	()
6. Distribution / final circuits		
6.1 Identification of conductors:	()	(C3)
6.2 Cables correctly supported throughout their length:	()	(C3)
6.3 Condition of insulation of live parts:	()	()
6.4 Non-sheathed cables protected by enclosures in conduit, ducting or trunking:	()	()
6.5 Suitability of containment systems for continued use (including flexible conduit):	()	()
6.6 Cables correctly terminated in enclosures (indicate extent of sampling in PART 7 of report):	()	()
6.7 Indication of SPD(s) continued functionality confirmed:	()	(N/A)
6.8 Adequacy of AFDD(s), where specified:	()	(N/A)
6.9 Confirmation that conductor connections, including connections to busbars are correctly located in terminals and are tight and secure:	()	()
6.10 Examination of cables for signs of unacceptable thermal and mechanical damage / deterioration:	()	()
6.11 Adequacy of cables for current-carrying capacity with regard to the type and nature of installation:	()	()
6.12 Adequacy of protective devices; type and rated current for fault protection:	()	()
6.13 Presence and adequacy of circuit protective conductors:	()	()
6.14 Co-ordination between conductors and overload protective devices:	()	()
6.15 Cable installation methods / practices appropriate to the type and nature of installation and external influences:	()	()
6.16 Cables where exposed to direct sunlight, of a suitable type or adequately protected against solar radiation:	()	(C3)
6.17 Cables adequately protected against damage and abrasion:	()	()

All fields must be completed. Enter either, as appropriate: ✓ if Acceptable condition; N/A if Not applicable; LIM if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'FI' (codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)



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23062218

IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

PART 10 - SCHEDULE OF ITEMS INSPECTED

6.18 Provision of additional protection by an RCD not exceeding 30 mA	(.....)	(.....)
a) For all socket-outlets with a rated current not exceeding 32 A, unless exempt:	(.....)	(.....)
b) Supplies for mobile equipment with a rated current not exceeding 32 A for use outdoors:	(.....)	(.....)
c) For cables concealed in walls / partitions at a depth of less than 50 mm:	(.....)	(.....)
d) For cables concealed in walls / partitions containing metal parts regardless of depth:	(.....)	(.....)
e) Circuits supplying luminaires within domestic (household) premises:	(.....)	(.....)
<i>Note: Older installations designed prior to BS 7671:2018 may not have been provided with RCDs for additional protection.</i>		
6.19 Provision of fire barriers, sealing arrangements and protection against thermal effects:	(.....)	(.....)
6.20 Band II cables segregated / separated from Band I cables:	(.....)	(.....)
6.21 Cables segregated / separated from non-electrical services:	(.....)	(.....)
6.22 Termination of cables at enclosures (indicate extent of sampling in PART 7 of report)	(.....)	(.....)
a) Connections under no undue strain:	(.....)	(.....)
b) No basic insulation of a conductor, visible outside an enclosure:	(.....)	(.....)
c) Connections of live conductors adequately enclosed:	(.....)	(.....)
d) Adequacy of connection at point of entry to enclosure:	(.....)	(.....)
6.23 Temperature rating of cable-insulation adequate:	(.....)	(.....)
6.24 Condition of accessories including socket-outlets, switches and joint boxes satisfactory:	(.....)	(.....)
6.25 Suitability of accessories for external influences:	(.....)	(.....)

6.26 Single-pole switching or protective devices in line conductors only:	(.....)	(.....)
6.27 Adequacy of connections, including cpc's, within accessories and to fixed and stationary equipment:	(.....)	(.....)
7. Isolation and switching		
7.1 Isolators	(.....)	(.....)
a) Presence and condition of appropriate devices:	(.....)	(.....)
b) Acceptable location (local / remote):	(.....)	(.....)
c) Capable of being secured in the OFF position:	(.....)	(.....)
d) Correct operation verified:	(.....)	(.....)
e) Clearly identified by position and / or durable markings:	(.....)	(.....)
f) Warning label posted in situations where live parts cannot be isolated by the operation of a single device:	(.....)	(.....)
7.2 Switching off for mechanical maintenance	(.....)	(.....)
a) Presence and condition of appropriate devices:	(.....)	(.....)
b) Acceptable location:	(.....)	(.....)
c) Capable of being secured in the OFF position:	(.....)	(.....)
d) Correct operation verified:	(.....)	(.....)
e) Clearly identified by position and / or durable marking(s):	(.....)	(.....)
7.3 Emergency switching off / stopping	(.....)	(.....)
a) Presence and condition of appropriate devices:	(.....)	(.....)
b) Readily accessible for operation where danger might occur:	(.....)	(.....)
c) Correct operation verified:	(.....)	(.....)
7.4 Functional switching	(.....)	(.....)
a) Presence and condition of appropriate devices:	(.....)	(.....)
b) Correct operation (functionality) verified:	(.....)	(.....)

8. Current-using equipment (permanently connected)		
8.1 Condition of equipment in terms of IP rating:	(.....)	(.....)
8.2 Equipment does not constitute a fire hazard:	(.....)	(.....)
8.3 Enclosure not damaged / deteriorated so as to impair safety:	(.....)	(.....)
8.4 Suitability for the environment and external influences:	(.....)	(.....)
8.5 Security of fixing:	(.....)	(.....)
8.6 Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire:	(.....)	(.....)
List number and location of luminaires inspected on a separate page:	(.....)	(.....)
8.7 Recessed luminaires (e.g. downlighters)	(.....)	(.....)
a) Correct type of lamps fitted:	(.....)	(.....)
b) Installed to minimise build-up of heat:	(.....)	(.....)
c) No signs of overheating to surrounding building fabric:	(.....)	(.....)
d) No signs of overheating to conductors / terminations:	(.....)	(.....)
9. List all special installations or locations covered by this report		
N/A	(.....)	(.....)
Indicate if the relevant requirements of Part 7 are satisfied and append results of inspection on a separate numbered page.		

PART 11 - SCHEDULES AND ADDITIONAL PAGES

Schedule of Inspections	Schedule of Circuit Details and Test Results for the installation	Additional pages, including data sheets for additional sources	Special installations or locations (indicated in item 9. above)	Continuation sheets
Page No(s): (.....) 4 & 5 (.....)	Page No(s): (.....) 6, 7-10 (.....)	Page No(s): (None) (.....)	Page No(s): (None) (.....)	Page No(s): (None) (.....)

SCHEDULE OF ITEMS INSPECTED BY

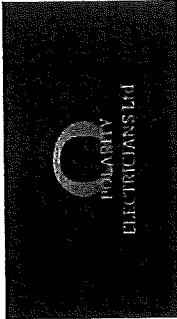
Name (capital): SHAUN LEVETT Date: 31/03/2021

Signature: _____

The pages identified are an essential part of this report (see Regulation 653.2).

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IPN18C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 12: SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS																								
Circuit number	Circuit description	Thermoplastic cables in main conduit (B)		Thermoplastic cables in non-metallic conduit (C)		Thermoplastic cables in mobile marking (D)		Thermoplastic cables in non-metallic trunking (E)		Thermoplastic / SWA cables (F)		Thermoplastic / SWA cables (G)		Mineral-insulated cables (H)		Other - stat. (I)		Test buttons						
		Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Live (mm ²)	epc (mm ²)	Max. disconnection time (BS 7671) (s)	Type	Rating	Short-circuit capacity (kA)	RCD Operating I _n (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Ring final circuits only (measured end to end)	All circuits (completed least one column)	Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)		Polarity	Max. measured earth fault loop impedance Z _s (Ω)	RCD operating time (ms)	RCD	AFDD	
1	Front outside lights and sign lights	A	C	7	1	0.75	0.4	60898	B	6	30	7.28	(Line) I ₁ N/A	(Neutral) I _n N/A	(epc) I ₂ N/A	(R ₁ + R ₂) N/A	R ₂ N/A	Lim	Lim	N/A	33	✓	✓	N/A
2	meter cupboard light	A	C	1	1	0.75	0.4	60898	B	6	30	7.28	N/A	N/A	N/A	N/A	N/A	>999	>999	500	33	✓	✓	N/A
3	fruit machine socket	A	C	1	2.5	1.5	0.4	60898	B	16	30	2.73	N/A	N/A	N/A	N/A	.21	>999	>999	500	33	✓	✓	N/A
4	Bar spots	A	C	2	1	0.75	0.4	60898	B	6	30	7.28	N/A	N/A	N/A	N/A	.05	Lim	Lim	N/A	33	✓	✓	N/A
5	lights	A	C	9	1	0.75	0.4	60898	B	6	30	7.28	N/A	N/A	N/A	N/A	1.41	Lim	Lim	N/A	33	✓	✓	N/A
6	sockets	A	C	6	2.5	1.5	0.4	60898	B	32	30	1.37	.48	.55	.79	.87	N/A	Lim	Lim	N/A	33	✓	✓	N/A

DISTRIBUTION BOARD (DB) DETAILS DB designation: Downstairs Bar
TESTED BY Name (capital): SHAUN LEVETT
 Location of DB: Meter cupboard
 Position: QS
 Date: 31/03/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: (N/A) Nominal voltage: (N/A) V No. of phases: (N/A)

Overcurrent protection device for the distribution circuit Type: (BS EN N/A) Rating: (N/A) A

Associated RCD (if any) Type: (BS EN N/A) No. of poles: (N/A) I_{Δn} (N/A) mA Operating time: (N/A) ms

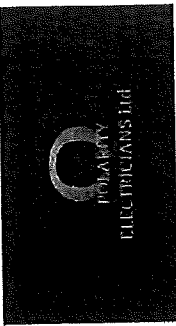
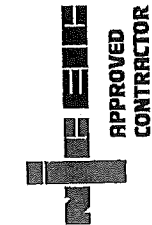
Characteristics at this DB Confirmation of supply polarity: (N/A) Phase sequence confirmed (where appropriate): (N/A) Z_s (N/A) Ω I_{pr} (N/A) kA

TEST INSTRUMENTS (enter serial number against each instrument used)

Multi-function: (101864479) Continuity: (101864479)

Insulation resistance: (101864479) Earth fault loop impedance: (101864479)

Earth electrode resistance: (N/A) RCD: (101864479)



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CONTINUATION SHEET: ELECTRICAL INSTALLATION CERTIFICATES & ELECTRICAL INSTALLATION CONDITION REPORTS

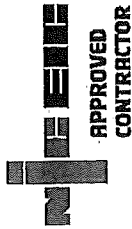
Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

Circuit number	Circuit description	Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671) (s)	Protective device			RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)			Insulation resistance		RCD operating time (ms)	Test buttons							
					Live (mm ²)	aps (mm ²)		Type	Rating (A)	Short-circuit capacity (kA)			Ring final circuits only (measured end to end)	All circuits (complies at least one column)	Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)		RCD (✓)	APDD (✓)						
1	Kitchen sockets	A	B	8	2.5	1.5	0.4	32	B	6	30	1.37	(Line) 0.31	(Neutral) 0.33	(ape) 0.52	R ₁ 0.91	R ₂ N/A	LIM	LIM	N/A	✓	✓	39	0.41	✓	N/A
2	Kitchen lights	A	C	5	1.5	1	0.4	6	B	6	30	7.28	N/A	N/A	N/A	0.58	N/A	LIM	LIM	N/A	✓	✓	39	0.77	✓	N/A
3	double fryers	A	B	1	6	2.5	0.4	32	B	6	30	1.37	N/A	N/A	N/A	0.16	N/A	>999	>999	500	✓	✓	39	0.33	✓	N/A
4	pizza oven	A	B	1	6	2.5	0.4	32	B	6	30	1.37	N/A	N/A	N/A	0.06	N/A	>999	>999	500	✓	✓	39	0.21	✓	N/A
5	sani flow	A	C	1	2.5	1.5	0.4	16	B	6	30	2.73	N/A	N/A	N/A	1.21	N/A	LIM	LIM	N/A	✓	✓	29	0.56	✓	N/A
6	toilet light	A	C	1	1	0.75	0.4	6	B	6	30	7.28	N/A	N/A	N/A	1.29	N/A	LIM	LIM	N/A	✓	✓	29	0.73	✓	N/A
7	griddle	A	B	1	6	2.5	0.4	32	B	6	30	1.37	N/A	N/A	N/A	0.13	N/A	>999	>999	500	✓	✓	29	0.29	✓	N/A

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case)
 DB designation: Kitchen
 Location of DB: Kitchen
TESTED BY Name (capital): SHAUN LEVETT
 Signature: _____
 Position: QS
 Date: 31/03/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION
 Supply to DB is from: (DB2 - 1) Nominal voltage: (230) V No. of phases: (2)
 Overcurrent protection device for the distribution circuit Type: (BS EN 60269-2) Rating: (80) A Operating time (N/A) ms
 Associated RCD (if any) Type: (BS EN N/A) No. of poles: (N/A) I_{Δn} (N/A) mA Phase sequence confirmed (where appropriate): (N/A) Z_s (1.82) Ω I_{pr} (1.82) kA
 Characteristics at this DB Confirmation of supply polarity: (✓) Phase sequence confirmed (where appropriate): (N/A) Z_s (1.82) Ω I_{pr} (1.82) kA

TEST INSTRUMENTS (enter serial number against each instrument used)
 Multi-function: (101864479)
 Insulation resistance: (101864479)
 Earth electrode resistance: (N/A)
 Continuity: (101864479)
 Earth fault loop impedance: (101864479)
 RCD: (101864479)



APPROVED CONTRACTOR



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CONTINUATION SHEET: ELECTRICAL INSTALLATION CERTIFICATES & ELECTRICAL INSTALLATION CONDITION REPORTS

Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations

Circuit number	Circuit description	Thermoplastic cables in metallic conduit (B)		Thermoplastic cables in non-metallic conduit (C)		Thermoplastic cables in non-metallic trunking (E)		Thermoplastic / SWA cables (F)		Thermoplastic / SWA cables (G)		Mineral-insulated cables (H)		Other - state: (D)		RCD operating time (ms)	Test buttons					
		Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor size		Type	Rating (A)	Short-circuit capacity (kA)	Operating current, I _{pn} (mA)	Circuit impedances (Z)		Insulation resistance		Polarity		Max measured earth fault loop impedance, Z _s (Ω)	RCD	APDD			
					Live (mm ²)	CPC (mm ²)					Ring final circuits only (measured end to end)	All circuits (completa at least one column)	Live / Live (MΩ)	Live / Earth (MΩ)						Test voltage DC (V)	Test buttons	
1	Toilet	A	C	1	16	6	0.4	1361	II	60	16	30	47	N/A	N/A	N/A	N/A	✓	✓	22.2	✓	N/A

DISTRIBUTION BOARD (DB) DETAILS DB designation: DB 3
 Location of DB: Meter cupboard
TESTED BY Name (capital): SHAUN LEVETT
 Signature: _____
 Position: CS
 Date: 31/03/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

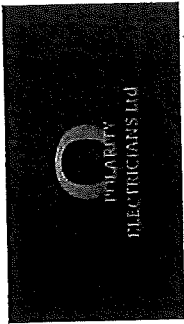
Supply to DB is from: (N/A) Nominal voltage: (N/A) V No. of phases: (N/A)
 Overcurrent protection device for the distribution circuit Type: (BS EN N/A) Rating: (N/A) A
 Associated RCD (if any) Type: (BS EN N/A) No. of poles: (N/A) Operating time (N/A) ms
 Characteristics at this DB Confirmation of supply polarity: (N/A) Phase sequence confirmed (where appropriate): (N/A) Z_s (N/A) Ω I_{pr} (N/A) kA

TEST INSTRUMENTS (enter serial number against each instrument used)
 Multi-function: (101864479) Continuity: (101864479)
 Insulation resistance: (101864479) Earth fault loop impedance: (101864479)
 Earth electrode resistance: (N/A) RCD: (101864479)

* Where figure is not taken from BS 7671, state source: (N/A)

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ISN18C

CONTINUATION SHEET: ELECTRICAL INSTALLATION CERTIFICATES & ELECTRICAL INSTALLATION CONDITION REPORTS
Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

Original (to the person ordering the work)

Circuit number	Circuit description	Type of wiring (see Codes)		Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max disconnection time (BS 7671)	Protective device			RCD Operating current I _{Δn} (mA)	Maximum permitted Z _s for installed protective device (Ω)	Ring final circuits only (measured end to end)			Circuit impedances (Ω)			Insulation resistance		RCD operating time (ms)	Test buttons								
		(A) Thermoplastic insulated / sheathed cables	(B) Thermoplastic cables in metallic conduit			(C) Thermoplastic cables in non-metallic conduit	(D) Thermoplastic cables in metallic trunking		(E) Thermoplastic / SWA cables	(F) Thermoplastic / SWA cables	(G) Thermoplastic / SWA cables			(H) Mineral-insulated cables	(I) other - state	Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)	RCD (✓)	AFDD (✓)	Live / Live (MΩ)		Live / Earth (MΩ)	Test voltage DC (V)	Max measured earth fault loop impedance, Z _s (Ω)	Polarity (✓)					
1	dishwasher	A	C	C	1	6	2.5	0.4	60898	B	30	6	30	1.17	(Line) T ₁ N/A	(Neutral) T _n N/A	(epc) T ₂ N/A	(R ₁ + R ₂) .33	R ₂ N/A	(MΩ) LIM	(MΩ) LIM	N/A	N/A	22.2	✓	N/A	✓	✓	36	✓	N/A
2	toilet lights	A	C	C	11	1	0.75	0.4	3036	N/A	6	6	30	7.3	N/A	N/A	N/A	1.71	N/A	(MΩ) LIM	(MΩ) LIM	N/A	N/A	22.2	✓	N/A	✓	✓	1.15	✓	N/A
	Unknown	N/A	N/A	N/A	1	1	0.75	0.4	3036	N/A	6	6	30	N/A	N/A	N/A	N/A	N/A	N/A	(MΩ) N/A	(MΩ) N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

DISTRIBUTION BOARD (DB) DETAILS DB designation: Toilet... **TESTED BY** Name (capital): SHAUN LEVETT Position: QS
 Location of DB: Toilet Signature: Date: 31/03/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION
 Supply to DB is from: (DB 3 - 1) Nominal voltage: (230) V No. of phases: (2)
 Overcurrent protection device for the distribution circuit Type: (BS EN 1361) Rating: (60) A
 Associated RCD (if any) Type: (BS EN 61008) No. of poles: (2) Operating time (22.2) ms
 Confirmation of supply polarity: (✓) Phase sequence confirmed (where appropriate): (NA) Z_s (0.47) Ω I_{pn} (1.82) kA
 Characteristics at this DB Confirmation of supply polarity: (✓) RCD: 101864479

TEST INSTRUMENTS (enter serial number against each instrument used)
 Multi-function: (101864479) Continuity: (101864479)
 Insulation resistance: (101864479) Earth fault loop impedance: (101864479)
 Earth electrode resistance: (N/A) RCD: (101864479)

NOTES FOR RECIPIENT

THIS CONDITION REPORT IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

The purpose of periodic inspection is to determine, so far as is reasonably practicable, whether an electrical installation is in a satisfactory condition for continued service. This report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected and tested, taking into account the stated extent of the installation and the limitations of the inspection and testing.

This report has been issued in accordance with the national standard for the safety of electrical installations, *BS 7671: 2018 - Requirements for Electrical Installations*.

The report identifies any damage, deterioration, defects and/or conditions found by the inspector which may give rise to danger (see PART 6), together with any items for which improvement is recommended. If you were the person ordering this report, but not the user of the installation, you should pass this report, or a full copy of it including these notes, the Schedules and additional pages (if any), immediately to the user.

This report should be retained in a safe place and shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this report will provide the new user with an assessment of the condition of the electrical installation at the time the periodic inspection was carried out.

Where the installation incorporates a residual current device (RCD) there should be a notice at or near the device stating that it should be tested every six months. For safety reasons it is important that this instruction is followed.

For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons competent in such work. NICEIC* recommends that you engage the services of an NICEIC Approved Contractor for the inspection.

The recommended date by which the next inspection should be carried out is stated in PART 5 of this report. There should also be a notice at or near the main switchboard or distribution board/consumer unit indicating when the next inspection of the installation is due.

Only an NICEIC Approved Contractor or Conforming Body is authorised to issue this NICEIC Electrical Installation Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

This report form is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation and must not be issued to certify new electrical installation work including the replacement of a distribution board or consumer unit.

The report consists of at least six numbered pages. Additional numbered pages may have been provided to permit further relevant information relating to the installation to be recorded. For installations having more than one distribution board or more circuits than can be recorded on PART 12, one or more additional *Schedules of Circuit Details and Test Results* should form part of the report. The report is invalid if any of the schedules identified in PART 10 are missing. The report has a printed serial number, which is traceable to the Contractor to which it was supplied.

PART 7 (Details and limitations) should identify fully the extent of the installation covered by this report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.

Operational limitations may have been encountered during the inspection such as inability to gain access to parts of the installation or to an item of equipment. The inspector should have noted any such limitations in PART 7. It should be noted that the greater the limitations applying to a report, the less its value from the safety aspect.

A declaration should have been given by the inspector in PART 4 of the report. The declaration must reflect the statement given in PART 3, which summarises the observations and recommendations made in PART 6. Where one or more observations have been made in PART 6, the Classification code given to each by the inspector indicates the degree of urgency with which remedial action needs to be taken to restore the installation to a safe working condition.

Where the inspector has indicated an observation as code C1 (danger present) **the safety of those using the installation is at risk**. Wherever practicable, items classified as (C1) should be made safe on discovery, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work immediately.

Where the inspector has indicated an observation as code C2 (potentially dangerous) **the safety of those using the installation may be at risk**, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.

Where the inspector has indicated that an item requires further investigation (FI), the investigation should be carried out without delay to determine whether danger or potential danger exists. For further guidance on the Classification codes, please see the reverse of page 2.

Where the installation can be supplied by more than one source, such as the public supply and a standby generator or microgenerator, this should be identified in PART 8 *Supply Characteristics and Earthing Arrangements*, and the *Schedules of Circuit Details and Test Results* (PART 12) compiled accordingly.

Where inadequacies in the intake equipment have been observed (Item 1 of PART 10), the person ordering the inspection should inform the distributor and/or supplier as appropriate.

Should the person ordering this report have reason to believe that it does not reasonably reflect the condition of the electrical installation reported on, that person should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the person ordering this report may make a formal complaint to NICEIC, for which purpose a complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost).

* NICEIC is operated by Certsure LLP, a partnership between the *Electrical Contractors' Association* and the *Charity, Electrical Safety First*. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the *technical standard of electrical work*).

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

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GUIDANCE FOR RECIPIENTS ON THE CLASSIFICATION CODES

Only one Classification code should be given for each recorded Observation

Classification code C1 (Danger present)

Where an observation has been given a Classification code C1, the safety of those using the installation is at risk and immediate remedial action is required.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

NICEIC makes available 'Electrical Danger Notification' forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Classification code C2 (Potentially dangerous)

Classification code C2 indicates that, whilst those using the installation may not be at immediate risk, urgent remedial action is required to remove potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at PART 5 of this report (Next inspection) for the maximum interval until the next inspection is conditional upon all items which have been given a Classification code C1 and code C2 being remedied immediately and as a matter of urgency, respectively. It would not be reasonable for the inspector to indicate that the installation is in a satisfactory condition if any observation in this report has been given a code C1 or code C2 classification.

Classification code C3 (Improvement recommended)

Where an observation has been given a Classification code C3, the inspection and/or testing has revealed a non-compliance with the current safety standard which, whilst not presenting immediate or potential danger, would result in a significant safety improvement if remedied. Careful consideration should be given to the safety benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Code FI (Further investigation required without delay)

It should usually be possible for the inspector to attribute a Classification code to each observation without indicating a need for further investigation.

However, where 'FI' has been entered against an observation the inspector considers that further investigation of that observation is likely to reveal danger or potential danger that, due to the agreed extent or limitations of the inspection and/or testing, could not be fully identified at the time.

It would not be appropriate for the inspector to indicate that the installation is in a satisfactory condition if there is reasonable doubt as to whether danger or potential danger exists. Consequently, where the inspector has indicated 'Further investigation required without delay' (FI) the overall assessment of the installation (PART 3) should be marked as 'Unsatisfactory'.

If the inspector has indicated that an observation requires further investigation without delay, the person ordering this report is advised to arrange for the NICEIC Approved Contractor issuing the report (or another skilled person or persons competent in such work) to undertake further examination of that aspect of the installation as a matter of urgency, to determine whether or not danger or potential danger exists.

Further information

Further information on the application of Classification codes, primarily aimed at inspectors but of possible interest to persons ordering condition reports, can be found in Electrical Safety First's Best Practice Guide No 4 *Electrical installation condition reporting: Classification Codes for domestic and similar electrical installations*. The guide can be viewed or downloaded free of charge from www.electricalsafetyfirst.org.uk

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

**Portable
Appliance
Testing**



*Certificate
of Electrical Appliance Testing*

This is to certify that the electrical appliances available on the day of test on the premises below have been inspected and tested for electrical safety to the requirements of the Electricity at Work Regulations. This is valid for 12 months.

Name and Address of Premise: **JACK'Z
PARKHAM ROAD
BRIXHAM**

No. of appliances tested: **59 (Please refer to invoice for result)**

Date of Testing: **17/03/21**

Certificate No.: **PAT / 11122**

Testing carried out by:

PROTEC-FIRE

20 Belmont Road, Brixham, Devon TQ5 9JH
Tel: (01803) 858 048
Mobile: (07977) 056 536
e-mail: sales@protecfire.co.uk

Signed:



Certificate of Maintenance

This is to certify that the portable fire-fighting equipment on the premises named below
Has been maintained in accordance with BS5306 - Part 3 - 2017
A detailed report of the service carried out is available on request.

Name of Premise: **JACKZ BAR**
PARKHAM ROAD
BRIXHAM

Valid until: **31ST MARCH 2022**

Signed:

For and on behalf of:

PROTEC-FIRE

20 Belmont Road, Brixham, Devon TQ5 9JH

Tel: (01803) 858 048

Mobile: (07977) 056 536

e-mail: sales@protecfire.co.uk

Service Date: **17/03/21**

Certificate No.: **11122**

Jackz Bar

Fire Risk Assessment Date: 2021



Assessment Ref: FRA01

FIRE RISK ASSESSMENT

Premises Covered By This Assessment Jackz Bar

Location 1 New Road, Brixham, TQ5 9BU

Assessors Name J. [redacted] S. [redacted]

Date Of Assessment 29th March 2021

DESCRIPTION OF PREMISES

- 2 storeys built with brick and block walls.
 The internal areas are structured as follows:
- First floor: bar, boiler room, 2 toilets, cellar area, smoking area
 - Ground floor: bar, kitchen, toilet, storeroom
 - Outdoor rear: Cellar / beers storage

The kitchen is disconnected and not in use. This fire risk assessment **DOES NOT** cover the kitchen activities

A: SIGNIFICANT HAZARDS

1. Sources of Ignition. Electrical installation and appliances.
 Kitchen NB kitchen is disconnected and not considered in this assessment
 Arson
 Smoking
2. Sources of Fuel. Furniture and soft furnishings
 Alcohol
 Stored materials
 Building structure
3. Work Processes. Bar activities
 No industrial processes are conducted within these areas.
 Kitchen activities: NB kitchen is **disconnected** and not considered in this assessment

B: PEOPLE AFFECTED

1. Numbers. 100 clients upstairs (approx. 115m²)
 40 clients downstairs (70m²)
 Maximum 10 bar staff and doorman
2. Type. Employees and clients.
3. Distribution. As above

C: MEANS OF ESCAPE

1. Description. First floor: Escape to external areas via three escape routes:
 - Stairs to ground floor and exit (Fire Exit)
 - Fire exit to rear of drinking area leading leftwards to an external exit (Fire Exit)
 - Exit to LHS of bar area leading leftwards to an external exit (staff exit)
 Ground floor: Escape to external areas via two escape routes, both exiting onto street.
2. Maximum travelling distance within room. First floor = 17m, although there are multiple exits that reduce this distance
 Ground floor = 7 m
3. Maximum travel to stairwell, storey exit or final exit. 12m

4. Number of floors to travel to reach final exit to place of safety. 1

D: EXISTING CONTROLS

1. Fire Detection

Heat detectors in kitchen linked to a fire alarm
There are no call points
No detection is present in ground floor or first floor bars
Alarm system in place is maintained under contract

2. Signage and Emergency Lighting

Fire escape signage is located at exit points
Emergency lighting is in place in various locations. This is flick tested monthly.

3. Training

A Fire Warden has been designated. Employees have been trained in fire in responsibilities at company induction.

4. Procedures

Fire procedures are documented and displayed in the bar areas.
Fire evacuation practice is not carried out.

5. Housekeeping

General housekeeping in most areas is adequate.
Housekeeping in the various stores and externally needs some attention.

6. Fire Appliances

Currently, on each floor 1 x 2kg CO₂, 1 x 3l AFFF
1 x wet chemical in kitchen
All extinguishes are in inspection dates.

7. Smoke Containment

A full review of fire doors is required, especially if the kitchens are to be reinstated.

8. Smoking

No smoking building. However, there is a smoking area external to the upstairs bar.

Overall Fire Risk Category	LOW <input type="checkbox"/>	MEDIUM <input checked="" type="checkbox"/>	HIGH <input type="checkbox"/>
The risk category of the building is designated as Medium due to the number of persons, presence of alcohol and smoking area.			

F: Required Remedial Actions

It is recommended that the following points are considered. These will reduce the risk of fire occurring and ensure the safety of personnel in the event of a fire.

Training and Procedures

- Ensure that Fire Wardens have been trained in the use of extinguishes.
- Muster point for staff to be defined.

Detection and Appliances

- A full detection and alarm system should be installed both on the ground floor and first floor with appropriately located call points. This should be maintained under contract and sounded weekly.
- Monthly checks of extinguishers should be conducted and recorded for issues such as accessibility, damage, located correctly etc.

Smoking Area

- Adequate, safe cigarette butt containment and signage should be provided.
- Regular visits to the area by staff during the evening and after clientele have left to ensure it is in a safe condition and all cigarettes are extinguished.

Kitchen

- If the kitchen is to be used again, this fire risk assessment **must be reviewed and updated** considering these activities and include a review of the fire detection, extinguishes, fire training, fire doors, fire stopping, kitchen fire procedures, LEV cleaning etc.

Housekeeping and Escape Routes



- Storeroom on first floor should be cleared of flammable materials
- All fire escape routes, including external, should be cleared of trip hazards
- External escape routes should be clearly lit, clear of trip hazards and signed as to the direction to take
- External door to street, located outside should open outwards with push bar style furniture

Electrical in Bar Areas

- Confirm 5 yearly fixed electrical safety inspection is in place
- Ensure all portable appliances are appropriately tested and results recorded.

Boiler

- Install a CO detector *completed*

Date of next review		March 2022	
Signature (Assessor)		Date	March 2021
Name		Date	March 2021


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Final Details for Order #205-9845156-6125931


Print this page for your records.

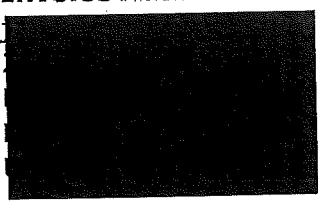
Order Placed: 29 March 2021
Amazon.co.uk order number: 205-9845156-6125931
Order Total: £59.98

Dispatched on 30 March 2021

Items Ordered	Price
2 of: X-Sense 10-Year Battery Combination Smoke and Carbon Monoxide Detector Alarm with Large Silence Button, XP01 Sold by: X-SENSE UK (seller profile)	£29.99
Condition: New	
Shipping Address: 	
Shipping Speed: Premium Delivery	

Payment information

Payment Method: Visa/Delta/Electron Last digits: 	Item(s) Subtotal: £49.98
	Postage & Packing: £0.00

Invoice Address: 	Total Before VAT: £49.98
	VAT: £10.00

	Total: £59.98

	Grand Total: £59.98
Credit Card transactions	Visa ending in 6014: 30 March 2021: £59.98

To view the status of your order, return to [Order Summary](#).

Please note: this is not a VAT invoice.

From: steph.shepherd
To: SMART Julie 50403
Subject: Jackz
Date: 01 February 2022 14:50:50

Hi Julie,

Further to our phone call yesterday I would just like to clarify that I didn't attend the meeting Andy and Ross did instead, although Ross cannot influence the upstairs licence, the building still has a whole bar downstairs and a large kitchen area which are separate to Jackz Bar.

There were no immediate risks or dangers, upon purchasing the leasehold, the building had an up to date electrics certificate done before the purchase (8 months ago) and an up to date fire risk assessment was done too - we have made no changes since the previous owner of 15 years, not even decoration yet.

There were minor issues, like the fire doors had bolted locks on - however as long as these are opened when customers are present, and the bolts are removed then these doors aren't an issue.

The emergency lighting was all up to date, the fire extinguishers were serviced in May of last year and the fire alarm was tested and is sufficient.

They did make some small recommendations, like adjusting the door widths to increase our capacity, however after going away and discussing with the landlord - all of these characteristics, including the windows, the staircase etc are all covered under our listed building status - which fire regulations do not override.

Gary said that he isn't an electrician so doesn't deal with the electrics, but as we had an up to date certificate on our electrics and hadn't made any changes whatsoever upstairs - then this is still valid.

The lights in the toilets had only happened in the week before you visited (and we hadn't opened to the general public, this lamp was used when staff were going to the toilet when it was being cleaned the night before you arrived.) If you would like to speak to Emma, the lady who cleaned on the Thursday night before your arrival then we can give you her number.

The lights had only just been cut accidentally due to the building works happening below. We have had an electrician in to fix the lights, and there are minor complications as the building has 4 different fuse boards (due to the ever changing use of the building) so it isn't a simple fix.

However, he is due back in this week and will be sorted before we reopen. The hand dryer in the men's toilets has been repaired and all wired have been concealed.

Gary has said to give him a call before we open and he will come back to give us the go ahead - however no action was taken on the day and they have stated that our upstairs capacity in its current format would be 110, by making these changes it would only increase our capacity.

Kind regards,
Steph

Sent from my iPhone