

Appendix C



The HQ Sports Bar, Units 5 & 6 Grove Park, Court Drive, Dunstable, LU5 4GP

ACTION PLAN.

Meeting: Thursday 26th February 2015 at the HQ Sports Bar, Dunstable

Present: DPS ALyissah Head, Licensing Officer Emma Nee

The Purpose of this action plan is to monitor and review the running of the venue following concerns and incidents that have taken place and to assist the designated Premises Supervisor to run the HQ Sports Bar in a Professional Manner.

1. No Patrons shall be admitted or re-admitted to the premises after 21:00hrs on any given day of the week unless they have been scanned by a search wand and if the search wand is activated, the patron will then be physically searched which will include a pat down search and a full bag search by an SIA trained member of staff.
2. The Licensees/Door Supervisors will ensure there is an effective system for monitoring capacity (Such as by the accurate, Consistent and effective use of Clickers).
3. Random Searching of persons entering the HQ Sports Bar for any form of weapons or Drugs
4. Nite Net Radios are to be used at the HQ Sports Bar especially during the Hours of Dunstable Safe i.e. Thursday, Friday and Saturday nights. Door staff are to be issued with the Nite Net radios which will also involve the venue booking on with CCTV at the start of the Door Supervisors Shift and Radioing off when the premises are closed. The HQ sports bar are also to communicate with CCTV, Police and other venues in Dunstable Town Centre details of persons who are being disruptive/ejected from the premises .
5. Cocaine Swabs are to be purchased and used by the Bar staff and Door Staff to check for Drug taking within the premises. Hourly checks of the toilets are to be completed for drugs and recorded in a log Book.
6. No Glass/Bottles allowed outside the venue. No Alcohol Sales for Consumption off the premises, any patron trying to leave the premises with either glass or Bottles must be stopped by Door Staff and advised and dealt with accordingly and recorded in the Incident Log Book.
7. Staff will regularly check the immediate vicinity and clear away all undesirable objects such as, amongst other things glass-vomit.

8. The HQ Sports bar in relation to the sale of Alcohol will adopt a challenge 21, any person who appears to be 21 years of age or under will be asked to provide identification to prove that they are in fact over 18. The only acceptable forms of identification are a passport, photo style driving licence or a PASS logo ID CARD. Signage/Posters will be displayed in prominent positions throughout the venue re-challenge Policy.
9. The HQ Sports Bar will maintain registers/logs to deal with the following:
 - (a) The names, badge numbers and time of duty of Door Staff
 - (b) A refusals log in a form to be agreed with Bedfordshire Police
 - (c) Incident Log in a form to be agreed with Bedfordshire Police

The following actions where agreed:

The Agreed date for the Action Plan is to start from Friday 27th February 2015

Agreement Signature from Alyssia Head DPS:

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Witnessed

by:.....