

Date		Incidents Recorded	Linked to Pub?
03.07.09	23.40	Group in street making noise	N
	1.17	Male and female arguing in street	N
	1.54	Loud music from flat opposite pub	N
	2.00	Entry refused to 2 males (intoxicated)	Y
04.07.09		No incidents	
10.07.09	0.45	Police questioned door supervisor re man seen wandering up and down road shouting	N
	3.40	3 males walking up street towards 7 Dials making 'stupid noises'	N
11.07.09	0.05	Entry refused to group of 5 due to one of group being intoxicated	Y
17.07.09	3.04	5 males walking up street towards 7 Dials making 'stupid noises'	N
18.07.09		No incidents	
24.07.09	1.44	Group walking down street towards station making noise	N
	1.57	Group walking down street towards station making noise	N
25.07.09	0.00	Group of 12 walking down street towards station making 'lots of' noise	N
	2.01	Refused entry to 1 female (intoxicated) who became aggressive	Y
31.07.09	0.57	5 people already smoking. Group of 4 arrived and lingered outside smoking before entering	Y
01.08.09	1.16	Loud music from a flat opposite pub, stopped 1.26	N
	2.12	Group walking down towards station singing loudly	N
07.08.09	11.27	Group of 7 walking towards station making a lot of noise	N
08.08.09	2.15	Group of 4 walking up from station and then down Howard Place making a lot of noise	N
14.08.09	23.28	2 males with skateboard and BMX making a lot of noise	N
15.08.09	0.51	Group of 7 in street opposite pub making a lot of noise	N
	2.20	2 males from house next door to pub 'looking for a friend' making a lot of noise	N
21.08.09	1.52	Asked 1 male to leave the premises as too drunk; no further issue	Y
22.08.09	23.13	Loud music and shouting from a flat opposite pub; stopped 23.49	N
28.08.09		No incidents	
29.08.09	2.03	2 males left pub noisily; asked them to be quiet, no further issue	Y
04.09.09	1.30	Loud industrial noise from station; stopped 2.05	N
05.09.09	23.47	Group of 5 walking up street to 7 Dials making a lot of noise	N
	1.58	Argument between female leaving pub and male partner. Asked to be quiet but female became aggressive	Y
11.09.09	0.04	Refused entry to group of 12 as 1 female didn't have ID. Group spent 12 minutes lingering opposite pub	Y
12.09.09	1.05	Very loud' music from flats in St Ann's House until 2.47	N

APPENDIX 13

Date: 3/7/09

Management check:
Name:

Signature: _____
Time: _____

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	
GARY AYRE	23.00	03.30	<i>[Signature]</i>	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	✓
				PPE CHECKED AND OK?	✓
				FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	✓
				FIRST AID KIT PRESENT AND STOCKED?	✓
				NIGHTSAFE RADIO CHECKED AND OK?	✓
				ALL CUSTOMERS IN VENUE CHECKED AND OK?	all good.

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23.00	23.30	00.00	00.30	1.00	1.30	2.00	2.30	3.00			
FIRE EXIT CHECK	✓	fine	fine	fine	fine	fine	fine	fine	fine			
TRIP/SLIP/HAZARD CHECK	✓	fine	fine	fine	fine	fine	fine	fine	fine			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME												
IN	/	/	/	no	clicks	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23.40 2 i/c males & 2 i/c females shouting going down the Road from 7 disks to BTOW Station (nothing to do with venue)
 00.00 - 1.00 no problems. out side or inside with noise.
 1.17 i/c male and i/c female arguing between each other very loud after male went into a building 5 doors away on same side as venue and female went towards 7 disks. (nothing to do with venue)
 1.44 2 i/c males sitting on the other side of the road on the curb nothing to do with venue
 1.50 i/c male in a flat on other side of road Blaring out loud music and shouting out stupid noises out of windows top 3rd from the Loft
 2.00 Refused entry to 2 i/c males to drink



Date: 10/7/09

Management check: Name: Signature: Time:

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	
GARY AYRE	23:00	03:30	<i>[Signature]</i>	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	✓
				PPE CHECKED AND OK?	✓
				FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	✓
				FIRST AID KIT PRESENT AND STOCKED?	✓
				NIGHTSAFE RADIO CHECKED AND OK?	✓
				ALL CUSTOMERS IN VENUE CHECKED AND OK?	All Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
FIRE EXIT CHECK	✓	✓	✓	✓	✓	✓	✓	✓	✓			
TRIP/SLIP/HAZARD CHECK	✓	✓	✓	✓	✓	✓	✓	✓	✓			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
IN	/	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:00-00:00 no noise & no problems in or outside
 00:45 police turned up outside venue and asked if I saw a remote walking up and down the road shouting but no sign of male. but no problems or noise between 00:00-1:00
 1:00-2:00 no problems & no noise in or outside
 3:40 3:41 males walking from Brighton station to 7th rate making stupid noises nothing to do with venue

Door Supervisor Log Sheet

Date: 25-7-09

Management check:
Name:

Signature:

Time:

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	PPE CHECKED AND OK?	FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	FIRST AID KIT PRESENT AND STOCKED?	NIGHTSAFE RADIO CHECKED AND OK?	ALL CUSTOMERS IN VENUE CHECKED AND OK?
GARY AYRE	23:00	03:30	<i>GA</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	All Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME											
IN	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

when on site females toilets are blocked.
 23:00 - 00:00 one problem just females toilet & no noise in or outside.
 12 icl males & females making lots of noise walking from 7 doors to Brighton station nothing to do with venue.
 1:35 male toilets Blocked
 1:00 - 2:00 one problem ↑ no noise in or outside.
 2:01 2 icl females & 1 icl female come to front door and one of the female dressed in all black (Dress & Jacket) & Blue hair very drunk and got very aggressive and then walked to 7 doors
 2:01 - 3:00 no problems & no noise in or outside

Door Supervisor Log Sheet

Date: 31/7/09

Management check:
Name:

Signature: _____
Time: _____

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	PPE CHECKED AND OK?	FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	FIRST AID KIT PRESENT AND STOCKED?	NIGHTSAFE RADIO CHECKED AND OK?	ALL CUSTOMERS IN VENUE CHECKED AND OK?
GARY AYRE	23:00	03:30	<i>[Signature]</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	All Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME											
IN	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	No checked	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:00 - 00:00 no problems & no noise in or outside of venue

* 00:30 had 5 people outside & 6 people burned up smoking *

00:00 - 1:00 1 problem got sorted & no noise in or outside of venue

1:00 - 2:00 no problems & no noise in or outside of venue

2:00 - 3:00 no problems & no noise in or outside of venue

Date: 15/8/09

Management check:
Name:

Signature:

Time:

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	
GARY A-IZE	23:00	03:30 03:00	<i>[Signature]</i>	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	<input checked="" type="checkbox"/>
				PPE CHECKED AND OK?	<input checked="" type="checkbox"/>
				FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	<input checked="" type="checkbox"/>
				FIRST AID KIT PRESENT AND STOCKED?	<input checked="" type="checkbox"/>
				NIGHTSAFE RADIO CHECKED AND OK?	<input checked="" type="checkbox"/>
				ALL CUSTOMERS IN VENUE CHECKED AND OK?	<i>All Good</i>

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine	/	/	/
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine	/	/	/

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME												
IN	/	/	/	/	/	No check	/	/	/	/	/	/
OUT	/	/	/	/	/	No check	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:00-00:00 no problems & no noise in or outside of venue
 00:51 4/4 level games and 3 icl makes making alot of noise walking on the walls on other side of road come from 7dials to brighton station nothing to do with venue
 1:00-2:00 no problems & no noise in or outside of venue
 2:20 2 icl makes 1 male was looking for his friend & the other male come out of the house next to the pub were they both were both making alot of noise nothing to do with venue

Date: 22/1/04

Management check:
Name:

Signature: _____
Time: _____

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	PPE CHECKED AND OK?	FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	FIRST AID KIT PRESENT AND STOCKED?	NIGHTSAFE RADIO CHECKED AND OK?	ALL CUSTOMERS IN VENUE CHECKED AND OK?
CARY ANNE	23:00	03:30	<i>[Signature]</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	All Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00				
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine				
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine				

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME													
IN	/	/	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:13 id male seen a flat on other side of road top flat thurst to the left shouting out to his friend who is leaving his flat
 23:28 same flat (top flat thurst to the left) loud music and shouting stopped shouting out of window at 23:49. was the last time he shouted out of window
 00:00-1:00 no problems & no noise in or outside of venue
 1:00-2:00 no problems & no noise in or outside of venue
 2:00-3:00 no problems & no noise in or outside of venue

Date: 5/9/09

Management check: Name: _____ Signature: _____ Time: _____

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	PPE CHECKED AND OK?	FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	FIRST AID KIT PRESENT AND STOCKED?	NIGHTSAFE RADIO CHECKED AND OK?	ALL CUSTOMERS IN VENUE CHECKED AND OK?
GARY ARDE	23:00	03:30	<i>[Signature]</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>AK Good</i>

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00				
FIRE EXIT CHECK	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>				
TRIP/SLIP/HAZARD CHECK	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>	<i>fine</i>				

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME													
IN	/	/	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:47 5 1st male coming from 7 dates to Brighton making lots of noise nothing to do with venue apart from that no other noise or problems from 23:00-00:00.
 00:00-1:00 no problems & no noise in or outside of venue.
 1:00-1:58 no problems & no noise in or outside of venue.
 1:58 had an 1st female outside of venue just leaving venue and I asked her to quiet down from shouting at her partner and got a bit up set and started shouting at her and then walk off towards Brighton station.
 2:00-3:00 no noise & no problems in or outside of venue.

Date: 11/9/09

Management check: Name: Signature: Time:

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	
GARY AYDE	23:00	08:30	<i>[Signature]</i>	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	✓
				PPE CHECKED AND OK?	✓
				FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	✓
				FIRST AID KIT PRESENT AND STOCKED?	✓
				NIGHTSAFE RADIO CHECKED AND OK?	✓
				ALL CUSTOMERS IN VENUE CHECKED AND OK?	All Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	1:00	1:30	2:00	2:30	3:00			
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME											
IN	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:00-00:00 no problems & no noise in or outside of venue
 00:00-01:00 3 id males & 4 id female came to front door and 1 female didn't have id and refused her entry so they all decided to stand on the other side of the road for 12 mins and decide where they where going didn't make to much noise
 00:00-1:00 no problems & no noise in or outside of venue.
 1:00-2:00 no problems & no noise in or outside of venue.
 2:00-3:00 no problems & no noise in or outside of venue.

Door Supervisor Log Sheet

Date: 12/09/09

Management check:
Name:

Signature: _____ Time: _____

PRINT FULL NAME	TIME IN	TIME OUT	SIGNATURE AT END OF SHIFT	ALL STAFFS SIA BADGES ON DISPLAY?	
GARY AYRE	23:00	03:30	<i>[Signature]</i>	ARE ALL THE NO-SMOKING SIGNS IN PLACE AND CLEAR?	✓
				PPE CHECKED AND OK?	✓
				FIRE EXTINGUISHERS PRESENT AND NOT DISCHARGED?	✓
				FIRST AID KIT PRESENT AND STOCKED?	✓
				NIGHTSAFE RADIO CHECKED AND OK?	✓
				ALL CUSTOMERS IN VENUE CHECKED AND OK?	AD Good

Hourly checks to be carried out during the night. If any hazard is noticed then make a note at the bottom of the page in the notes box and state who was notified.

TIME	23:00	23:30	00:00	00:30	01:00	01:30	2:00	2:30	3:00			
FIRE EXIT CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			
TRIP/SLIP/HAZARD CHECK	fine	fine	fine	fine	fine	fine	fine	fine	fine			

Occupancy levels need to be input every hour. If you are unable to enter them please write the reason in the note section at the bottom of the page.

TIME												
IN	/	/	/	/	/	/	/	/	/	/	/	/
OUT	/	/	/	/	/	/	/	/	/	/	/	/

Notes: please use this section to put the reference number of any report forms filled out, MSU visits detailing time of call and SC number of persons attending, and any Hazards noticed on your rounds.

23:00-00:00 no problems & no noise ⁱⁿ or outside of venue.
 00:00-1:00
 * 1:05 hard very loud music coming from up the road out
 anns house, nothing to do with venue. music went on till -
 2:47