

# Licensing (General) Sub-Committee

Tuesday, 22nd March, 2022  
at 1.00 pm

**PLEASE NOTE TIME OF MEETING**

Virtual Meeting

This meeting is open to the public

## **Members**

Councillor G Galton  
Councillor McEwing  
Councillor Noon  
Councillor J Payne  
Councillor Streets

## **Contacts**

Democratic Support Officer  
Maria McKay  
Email: [maria.mckay@southampton.gov.uk](mailto:maria.mckay@southampton.gov.uk)

Executive Director Communities, Culture &  
Homes  
Mary D'Arcy  
Tel: 023 8083 4611  
Email: [mary.d'arcy@southampton.gov.uk](mailto:mary.d'arcy@southampton.gov.uk)

# **PUBLIC INFORMATION**

## **Terms of Reference**

The Sub-Committee deals with licences, permits and forms of consent (other than those for which the Council is responsible under the Licensing Act 2003), including

- Hackney carriage and private hire drivers, vehicles and operators
- Street trading
- Sex establishments

## **Relevant Representations**

Those who have made relevant representations may address the meeting about the matter in which they have an interest with the consent of the Chair.

Southampton: Corporate Plan 2020-2025 sets out the four key outcomes:

- Communities, culture & homes - Celebrating the diversity of cultures within Southampton; enhancing our cultural and historical offer and using these to help transform our communities.
- Green City - Providing a sustainable, clean, healthy and safe environment for everyone. Nurturing green spaces and embracing our waterfront.
- Place shaping - Delivering a city for future generations. Using data, insight and vision to meet the current and future needs of the city.
- Wellbeing - Start well, live well, age well, die well; working with other partners and other services to make sure that customers get the right help at the right time

## **Smoking policy –**

The Council operates a no-smoking policy in all civic buildings.

**Mobile Telephones:-** Please switch your mobile telephones to silent whilst in the meeting.

**Use of Social Media:-** The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public.

Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so.

Details of the Council's Guidance on the recording of meetings is available on the Council's website.

**Fire Procedure –** in the event of a fire or other emergency a continuous alarm will sound and you will be advised by Council officers what action to take.

**Access –** access is available for disabled people. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

## **Dates of Meetings: Municipal Year 2021/22**

Meetings of the Committee are held as and when required.

## **CONDUCT OF MEETING**

### **Rules of Procedure**

The meeting is governed by the Council Procedure Rules as set out in Part 4 of the Constitution.

### **Business to be discussed**

Only those items listed on the attached agenda may be considered at this meeting.

### **Quorum**

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

## **CONDUCT OF MEETING**

### **DISCLOSURE OF INTERESTS**

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

### **DISCLOSABLE PECUNIARY INTERESTS**

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or

b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

## **Other Interests**

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

## **Principles of Decision Making**

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

## AGENDA

### **1 APOLOGIES AND CHANGES IN MEMBERSHIP (IF ANY)**

To note any changes in the membership of the Sub-Committee made in accordance with Council Procedure Rule 4.3.

### **2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

### **3 STATEMENT FROM THE CHAIR**

### **4 MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)** (Pages 1 - 2)

To approve and sign as a correct record the Minutes of the meeting held on 20<sup>th</sup> January 2022, and to deal with any matters arising, attached.

### **5 EXCLUSION OF THE PRESS AND PUBLIC - LEGAL ADVICE**

At a predetermined point during the consideration of all items the Sub-Committee may move into private session in order to receive legal advice when determining issues. The parties to the hearing, press and the public, unless otherwise excluded by the Licensing Act 2003 (Hearings) Regulations 2005, will be invited to return immediately following that private session at which time the matter will be determined and the decision of the Sub-Committee will be announced.

### **6 APPLICATION FOR VARIATION OF A SEXUAL ENTERTAINMENT LICENCE - PLAYHOUSE GENTLEMENS' CLUB, BASEMENT, 35 LONDON ROAD, SOUTHAMPTON SO15 2AD** (Pages 3 - 46)

Monday, 14 March 2022

Executive Director Communities, Culture & Homes

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# Agenda Item 4

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# Agenda Item 6

<b>DECISION-MAKER:</b>	Licensing (General) Sub - Committee		
<b>SUBJECT:</b>	Application for Variation of a Sexual Entertainment Venue (SEV) Licence – Playhouse Gentlemen’s Club, Basement, 35 London Road, Southampton SO15 2AD		
<b>DATE OF DECISION:</b>	Tuesday 22 <sup>nd</sup> March 2022 – 1300 hours		
<b>REPORT OF:</b>	SERVICE DIRECTOR – COMMUNITIES, CULTURE AND HOMES		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	Ian McGuinness	<b>Tel:</b> 023 8083 4231
	<b>E-mail:</b>	ian.mcguinness@southampton.gov.uk	
<b>Director</b>	<b>Name:</b>	Rosie Zambra	<b>Tel:</b> 023 8083 4044
	<b>E-mail:</b>	rosie.zambra@southampton.gov.uk	

<b>STATEMENT OF CONFIDENTIALITY</b>		
N/A		
<b>BRIEF SUMMARY</b>		
The Licensing (General) Sub-Committee is requested to determine the application for the variation of a Sexual Entertainment Venue (SEV) Licence from London Road Leisure Limited in respect of Playhouse Gentlemen’s Club, Basement, 35 London Road, Southampton SO15 2AD.		
<b>RECOMMENDATIONS:</b>		
1.	(i)	For the Sub-Committee to consider and determine the application for the variation of the Sexual Entertainment licence in respect of Basement, 35 London Road, Southampton SO15 2AD.
<b>REASONS FOR REPORT RECOMMENDATIONS</b>		
1.	The determination of applications for variation of sexual entertainment licences is not delegated to officers, therefore it is for the sub-committee to consider and determine the application.	
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>		
1.	None	
<b>DETAIL (Including consultation carried out)</b>		
1.	The Council originally adopted Schedule 3 of the 1982 Act in so far as they related to sex shops and sex cinemas in 1983 and readopted them with effect from 3 <sup>rd</sup> July 1995.	
2.	The Policing and Crime Act 2009 amended the Local Government (Miscellaneous Provisions) Act 1982 with effect from 6 <sup>th</sup> April 2010, by introducing a new category of sex establishment called Sexual entertainment venues (SEVs) enabling local licensing authorities to adopt provisions for the regulation of lap dancing clubs and similar venues under Schedule 3 of the 1982 Act. Previously the power was limited to sex shops and sex cinemas.	

	<p>On 11th July 2012, Council resolved to adopt the provisions of schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 which relate to the licensing of SEVs.</p> <p>The new regime came into force in Southampton on 20<sup>th</sup> August 2012 (known as the “first appointed day”), after which a 12 month transition period has been in effect.</p> <p>The effect of the transitional period is that existing operators, who, immediately before the first appointed day, had a Licensing Act 2003 premises licence and lawfully used the premises as a sexual entertainment venue under that licence (or were undertaking preparatory work to use the venue in that way), were allowed to continue to provide relevant entertainment until the 20<sup>th</sup> August 2013 (the “third appointed day”) or the determination of any application they have submitted before the 20<sup>th</sup> February 2013 (the “second appointed day”), whichever is later.</p> <p>After the third appointed day, the regime, and any licences granted, will be fully in force.</p> <p><b>The Legislation – Definitions</b></p> <p>Paragraph 2A of Schedule 3 as inserted by section 27 sets out the meaning of a “sexual entertainment venue” and “relevant entertainment” for the purposes of the statutory provisions.</p> <p>A sexual entertainment venue is defined as:  <i>“Any premises at which relevant entertainment is provided before a live audience for the financial gain of the organiser or entertainer.”</i></p> <p>Relevant entertainment is defined as:  <i>“Any live performance or live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of an audience (whether by verbal or other means).”</i></p> <p>It should be noted that an audience can consist of just one person e.g. when the entertainment takes place in private booths.</p> <p>Relevant entertainment is therefore different from regulated entertainment as defined in the Licensing Act 2003.</p>
3.	<p>London Road Leisure Limited has held a sexual entertainment venue (SEV) licence in Southampton since 15<sup>th</sup> July 2021 following a transfer application issued with delegated powers, with the licence to be renewed annually. Other premises operated within the Company Group are Playhouse Cardiff, For Your Eyes Only Cardiff and Fantasy Lounge Cardiff. The licence was previously held by Southampton Clubs Limited, although they did not trade as an SEV while holding the licence.</p>
4.	<p>On 17<sup>th</sup> January 2022 an application was made by London Road Leisure Limited to vary the Sexual Entertainment Venue licence in respect of Basement 35 London Road. The application submitted is a request for alteration to the permitted hours, variation of the conditions, change to the exterior of the premises and variation of the interior layout of the premises. A copy of the application is attached as <b>Appendix 1</b>.</p>

5.	In summary, the applicant has requested to make the following changes; 1. For variation to the hours of operation to permit the premises to open earlier. (From 1900 hours) 2. For variation to the conditions of the sexual entertainment venue licence. These are included in the application as <b>Appendix 1</b> . 3. For variation to the exterior of the premises, to include new signage. 4. For variation to the interior layout of the premises. A copy of the current licence is attached as <b>Appendix 2</b> .
6.	The applicant has submitted a plan of the proposed changes, with the current layout of the venue. This is attached to this report as <b>Appendix 3</b> .
7.	The applicant has submitted an image of the proposed changes to the frontage of the premises. This is attached to this report as <b>Appendix 4</b>
8.	There is no requirement under the Act to advertise a variation of the licence in a newspaper. A notice was displayed at the premises throughout the consultation period. There is no formal mechanism of consultation for this process, although a copy of the proposed variation was served on Hampshire Constabulary Force Licensing Team.
9.	The Hampshire Constabulary Force Licensing Team have advised that they have no objection to this application having been consulted by the licence holder and visited the premises prior to application.
10.	The premises does currently benefit from a premises licence issued under the Licensing Act 2003. This licence authorises both regulated entertainment and the supply by retail of alcohol from 1000 to 0430 hours seven days a week. This licence was varied and granted on 8 <sup>th</sup> February 2022. The minor variation granted was to amend the layout of the premises and alteration of conditions. A copy of the current licence is attached as <b>Appendix 5</b> .
11.	Paragraph 18 of the Local Government (Miscellaneous Provisions) Act 1982 provides that the holder of a sexual entertainment venue (SEV) licence may at any time apply for any variation of the terms, conditions or restrictions on or subject to which the licence is held.
12.	The authority may; <ul style="list-style-type: none"> <li>• Make the variation specified in the application; or</li> <li>• Make such variations as they think fit; or</li> <li>• Refuse the application.</li> </ul>
13.	Any person objecting to an application for the variation of a Sexual Entertainment Venue (SEV) licence is required to give notice of their objection in writing to the local authority, not later than 28 days after the date of the application. No objections were received in relation to this application within the 28 day consultation period.
14.	An applicant for the variation of the terms, conditions or restrictions on or subject to which any such licence is held whose application is refused may appeal within twenty-one days of the giving of written notice of the grounds of the refusal, to the Magistrates' Court.
15.	A note of the procedure that the Sub-Committee has adopted for consideration of applications of this kind is attached as <b>Appendix 6</b> .
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
1.	There are no financial implications.

<b><u>Property/Other</u></b>	
1.	Not applicable.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
1.	<p>Paragraph 12 of Schedule 3 sets out the grounds for refusing an application for the grant, renewal or transfer of a licence.</p> <p>A licence must not be granted:</p> <p>(a) to a person under the age of 18;</p> <p>(b) to a person who is for the time being disqualified due to the person having had a previous licence revoked in the area of the appropriate authority within the last 12 months;</p> <p>(c) to a person, other than a body corporate, who is not resident in an EEA State or was not so resident throughout the period of six months immediately preceding the date when the application was made; or</p> <p>(d) to a body corporate which is not incorporated in an EEA State; or</p> <p>(e) to a person who has, within a period of 12 months immediately preceding the date when the application was made, been refused the grant or renewal of a licence for the premises, vehicle, vessel or stall in respect of which the application is made, unless the refusal has been reversed on appeal.</p>
2.	<p>If the Sub-Committee determines to grant a variation application, it has power to impose terms, conditions and restrictions on that licence, either in the form of conditions specific to the individual premises concerned or standard conditions applicable to all sex establishments, or particular types of sex establishments.</p> <p>Examples of the matters that standard conditions may address can include, but are not restricted to:</p> <ul style="list-style-type: none"> <li>• The hours of opening and closing</li> <li>• Displays and advertisements on or in sex establishments</li> <li>• The visibility of the interior of a sex establishment to passers-by</li> <li>• Any change of use from one kind of sex establishment to another.</li> </ul> <p>If such standard conditions are introduced by the local authority, they will apply to every licence granted, renewed or transferred by the authority unless they have been expressly excluded or varied.</p>
<b><u>Other Legal Implications:</u></b>	
1.	<p><b>CRIME AND DISORDER ACT 1998</b></p> <p>Section 17 of the Crime and Disorder Act 1998 places the Council under a duty to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.</p>
2.	<p><b>HUMAN RIGHTS ACT 1998</b></p> <p>The Act requires UK legislation to be interpreted in a manner consistent with the European Convention on Human Rights. It is unlawful for the Council to act in a way that is incompatible (or fail to act in a way that is compatible) with the rights protected by the Act. Any action undertaken by the Council that could have an effect upon another person's Human Rights must be taken having regard to the principle of proportionality - the need to balance the rights of the individual with the rights of the community as a whole. Any action taken by the Council which affects another's rights must be no more onerous than is necessary in a democratic society. The matter set out in this report must be considered in light of the above obligations.</p>

<b>POLICY FRAMEWORK IMPLICATIONS</b>	
1.	The decision to determine the application in the manner set out in this report is not contrary to the council's policy framework.

<b>KEY DECISION?</b>	No
<b>WARDS/COMMUNITIES AFFECTED:</b>	

**SUPPORTING DOCUMENTATION**

<b>Appendices</b>	
1.	Application for the variation of SEV licence made in respect of Playhouse Gentlemen's Club, Basement, 35 London Road, Southampton.
2.	A copy of the current Sexual Entertainment licence.
3.	A copy of the proposed plan.
4.	An image of the proposed changes to the frontage of the premises.
5.	A copy of the Licensing Act 2003 premises licence.
6.	Procedure for hearing the application.

<b>Documents In Members' Rooms</b>	
1.	None

<b>Equality Impact Assessment</b>	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out?	No

<b>Privacy Impact Assessment</b>	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out?	No

<b>Other Background Documents</b>	
<b>Equality Impact Assessment and Other Background documents available for inspection at:</b>	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

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## Application for the Variation of a Sex Establishment Licence (delete as appropriate)

### Please read the following notes before completing this form

- A** All questions must be answered except where otherwise stated. If relevant questions are not answered, the application form will be rejected and returned to the applicant for amendment.
- B** Any person who, in connection with an application for the grant, renewal or transfer of a sex establishment licence makes a false statement which he knows to be false in any material respect or which he does not believe to be true is guilty of an offence and liable on summary conviction to an unlimited fine.
- C** 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 in black ink. Use additional sheets if necessary.
- D** When fully completed, a copy of this form, plans and other accompanying documents must be sent to the Chief Officer of Police:

E-mail:

Post/in person: Force Licensing Team, Hampshire Constabulary, Southampton Police Office,  
Civic Centre, Southampton SO14 7LY

- E** Send this fully completed form, together with the fee, plans and accompanying documents to the Council's Licensing Team at the address below.

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### Contacting the Licensing Team:

If you require further information, you may contact the Licensing Team as follows:

Email: [licensing@southampton.gov.uk](mailto:licensing@southampton.gov.uk)  
 Post: Licensing Team, PO Box 1767, Southampton SO18 9LA  
 Phone: 023 8083 3002 (option 4)  
 In person: Licensing Team, Civic Centre, Southampton SO14 7LY

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### Payments

You must pay for your licence application before it can be accepted. We can accept payment by debit or credit card, by cheque or in cash. Please note that a subsequent failure of a cheque to clear will invalidate your application and may give rise to a criminal offence.

# Application for a Sex Establishment Licence

I/We hereby apply for the VARIATION of a Sex Establishment Licence under the Local Government (Miscellaneous Provisions ) Act 1983 as follows:

<b>1. General information</b> (all applicants must complete this section)
What type of licence are you applying for? A sex shop licence <input type="checkbox"/> A sex cinema licence <input type="checkbox"/> A sexual entertainment venue licence? <input checked="" type="checkbox"/> Are you applying as: (please tick): An individual <input type="checkbox"/> A registered company <input checked="" type="checkbox"/> A partnership <input type="checkbox"/> Please state your trading name: Playhouse Gentleman's Club Is this application for: (please tick): Grant of a new licence <input type="checkbox"/> renewal <input type="checkbox"/> variation <input checked="" type="checkbox"/> or transfer <input type="checkbox"/> of an existing licence? If renewal, variation or transfer, please provide the existing licence number: 2021/02513/19SEXE
<b>THE APPLICANT</b>
<b>2. Application by an Individual</b> (complete this section <b>only</b> if the application is by an individual)
Title (please tick): Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other <input type="checkbox"/> (please state): Surname:p[]p[]p[] Forenames:[p]p[]p P[#p]#p[] P[]p[]p[] Maiden name or any other surnames you have been known by:  Date of birth: Residential address: Postcode: Position/Role in the business:
<b>3. Application by a Partnership</b> (complete this section <b>only</b> if the application is by a partnership)
You must supply information in respect of every partner – where there are more than two partners then please use a continuation sheet
Title (please tick): Mr <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other (please state): Surname: Forenames:  Maiden name or any other surnames you have been known by:  Date of birth: Residential address: Postcode:
Title (please tick): Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other <input type="checkbox"/> (please state): Surname: Forenames:  Maiden name or any other surnames you have been known by:  Date of birth:



	Residential address: Postcode:
<b>4.</b>	<b>Application by a Registered Company</b> (complete this section <b>only</b> if the application is by a registered company)
	Registered company name: London Road Leisure Limited Registration number: 13227653 Address of the company's registered office: Unit 19 Mitchell Point Business Park Ensign Way Hamble Southampton Postcode: SO31 4RF
	Please provide the following details for every director, shadow director and the company secretary – where necessary please use a continuation sheet.
	Role: Title (please tick): Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other <input type="checkbox"/> (please state): Surname: Forenames: Maiden name or any other surnames you have been known by:  Date of birth: Residential address: Postcode:
	Role: Title (please tick): Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other <input type="checkbox"/> (please state): Surname: Forenames: Maiden name or any other surnames you have been known by: Date of birth: Residential address: Postcode:
<b>5.</b>	<b>Contact Details</b> (all applicants must complete this section)
	We will use your business address to correspond with you unless you indicate we should use your Residential address
	Business Address: Telephone nos. Unit 19 Mitchell Point Business Park Ensign Way Hamble Southampton Daytime: Postcode: SO31 4RF Evening: Mobile:
	Residential address: Email address: Postcode: Website address:
	Please use my Residential address for correspondence Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If you have appointed a legal advisor or other agent to act for you, please give their details and reference number here:
	Name: Piers Warne Address: TLT LLP 1 Redliff Street Bristol Post code: BS1 6TP Phone number: Email address: Reference no.: PW03/116027/5



<b>THE PREMISES, VEHICLE, VESSEL OR STALL</b>	
12.	Is the application in respect of: a premises <input checked="" type="checkbox"/> a vehicle <input type="checkbox"/> a vessel <input type="checkbox"/> a stall <input type="checkbox"/>
	If the application is in respect of a vehicle, vessel or stall, where is it proposed that it shall be used?
13.	If the application is in respect of a premises, give the full postal address: Basement 35 - 37 London Road Southampton Postcode: SO15 2AD
14.	Is the whole of the premises to be used as a sex establishment? <b>Yes</b> If not, give a description of the use of the remainder of the premises:  The names of those responsible for managing the remainder of the premises:
15.	State the nature of the applicant's interest in the premises, vehicle, vessel or stall (e.g. freehold owner, lessee, sub-lessee etc.) Lessee
16.	If the applicant has tenure of the premises other than as freeholder, state: The name and address of the landlord: Glenmore Property Holdings Limited,  The amount of the annual rental; The length of the unexpired term 10 years The length of notice required to terminate the tenancy No notice to quit provision
17.	What is the current use of the premises? Sexual entertainment venue
18.	Is there planning permission for use of the premises, vehicle, vessel or stall as a sex establishment? <b>Yes</b> If yes, give the date of that permission 07/10/2020
19.	If there is no planning permission for use of the premises, vehicle, vessel or stall as a sex establishment, give full details as to whether and why the use of the premises is a lawful use:
20.	Are the premises, vehicle, vessel or stall licensed now or intended to be licensed under any other legislation e.g. the Licensing Act 2003? <b>Yes</b> If so, give the nature and reference number of each licence: 2021/01686/01PRT
21.	Is customer access to the premises, vehicle, vessel or stall: Directly from the street? <b>Yes</b> From other premises? <b>No</b> If from other premises, give full details below:
22.	Are all points of customer access to be supervised at all times that the premises are open for business? <b>Yes</b>
23.	Give full details of door control and supervision of access to the premises, including whether those controlling access are licensed by the SIA: As required by conditions relating to the operation of the premises.

24.	Give details of the measures proposed to ensure that any person entering the premises is over 18 years of age, including what forms of ID will be accepted: As required by current licence conditions, LA 2003 mandatory conditions and premises licence conditions- Annex 3.
25.	Give full details of any proposed exterior signage, advertising, window displays etc. at the premises - include photographs, illustrations etc.: Indicative design illustrations provided by attachment.
26.	Give full details of the measures to be taken to comply with the Indecent Displays (Control) Act 1981, as amended, including the means by which persons outside the premises will be prevented from seeing the interior: As required by current licence conditions and premises licence (LA2003) conditions
27.	If the premises are to be used as a sexual entertainment venue, provide full details of:
(a)	the type and nature of the entertainment to be provided: As permitted by the current licence
(b)	arrangements for the separation of performers and audience: As required by the current licence and operating policies
(c)	what contact, if any is to be permitted between performers and audience will be permitted: As permitted by the current licence and operating policies- for the avoidance of doubt, no deliberate contact.
(d)	where sexual entertainment will take place (e.g. open areas, private booths or both): As permitted and set out on the plan appended to the licence
(e)	What measures will be put in place to supervise sexual entertainment, the conduct of performers and audience (e.g. security staff, CCTV, etc). Enclose copies of any codes of conduct or similar documents and clearly indicate the sanctions which will be taken by the management of the venue for any breaches of them: As required by the current licence and operating policies. Codes of conduct attached
(f)	What measures are in place to ensure compliance with the law by the business and persons employed in the venue in whatever capacity, in particular in connection with human trafficking and modern slavery? As required by the current licence and operating policies
<b>TYPE OF APPLICATION</b>	
28.	<b>Renewal</b> If the application is for renewal of an existing licence, have there been any changes in the business since the last grant of a licence? <b>No</b> If Yes, give full information here:

<p><b>29.</b></p>	<p><b>Variation</b></p> <p>If variation of an existing licence is sought, give full details here:</p> <p>This variation has 4 parts:</p> <ol style="list-style-type: none"> <li>1. Variation to the hours of operation to permit the premises to open earlier than currently permitted. Full details provided below and in the attached documentation</li> <li>2. Variation to the conditions of the SEV. Full details provided in the attached documentation</li> <li>3. Variation to the exterior of the premises, to include new signage. Full details provided in the attached documentation.</li> <li>4. Changes to the interior layout of the premises. Full details provided in the attached documentation.</li> </ol> <p>Ensure that you include plans and other documents clearly showing what is proposed and indicating which existing licence conditions it is proposed should be varied.</p>
<p><b>30.</b></p>	<p><b>Transfer</b></p> <p>If the application is for transfer of an existing licence, do you enclose the signed consent of the previous licence holder to the transfer?</p> <p><b>No</b></p>
<p><b>31.</b></p>	<p><b>Other information in support of the application</b></p> <p>Use this part of the application to set out any additional information which you wish the licensing authority to take into account when considering the application:</p>

<b>MANAGEMENT</b>				
<b>32.</b>	Give details of the person who will be responsible for the day to day management of the business ("the manager"): Full name: Chris Knight Residential address: Postcode: Date of birth:			
<b>33.</b>	Will the manager be based at the premises, vehicle, vessel or stall and will the management of the business be that person's sole and exclusive occupation? No			
<b>34.</b>	Give details of the arrangements for the day to day management of the premises in the absence of the manager: A deputy manager will be appointed, with oversight from the directors as required. include full names, residential addresses and dates of birth of such persons.			
<b>35.</b>	On what days and at what times will the business will be open:			
	<b>Day</b>	<b>From</b>	<b>To</b>	<b>Give details of any proposed exceptions to the hours given</b>
		(use 24 hour clock)		
	Monday	19:00	05:00	
	Tuesday	19:00	05:00	
	Wednesday	19:00	05:00	
	Thursday	19:00	05:00	
	Friday	19:00	05:00	
	Saturday	19:00	05:00	
	Sunday	19:00	05:00	
<b>36.</b>	I enclose detailed scale plans, colour photographs and designs illustrating the interior and exterior of the premises, vehicle, vessel or stall giving, in particular, details of the proposals in respect of exterior signage and advertising, including the nature, content and size of signage and any images to be used (this will not be necessary in case of an application for transfer or renewal where no changes have taken place since the last grant of a licence.			<input checked="" type="checkbox"/>
<b>37.</b>	<b>Payment</b> (all applicants must complete this section)			
	I will pay the application fee for a sex establishment licence by: Debit or credit card <input checked="" type="checkbox"/> Cheque <input type="checkbox"/> Cash <input type="checkbox"/> (please tick)			
<b>38.</b>	<b>Checklist</b> (all applicants must complete this section)			
	The form is fully completed, signed and dated by each individual, partner or the company secretary			<input checked="" type="checkbox"/>
	The fee is enclosed			<input checked="" type="checkbox"/>
	Continuation sheets, clearly marked to indicate the question numbers, are enclosed			
	Plans and other documents are enclosed			

<b>39. Declaration</b> (all applicants must complete this section)
<p>The information contained in this form is true and accurate to the best of my knowledge and belief. I understand that if I make a false statement which I know to be false in any material respect or which I do not believe to be true in connection with an application for the grant of a sex establishment licence I will be guilty of an offence and liable on summary conviction to an unlimited fine.</p> <p>I understand that Southampton City Council may consult other agencies about my suitability to be granted a sex establishment licence, and that those other agencies may include other local authorities and the police.</p> <p>I understand that the purpose of the sharing of this data is to form a full assessment of my suitability to be granted a sex establishment licence. I also understand that the sharing of information about me may extend to sensitive personal data, such as data about any previous criminal offences. Some details will also be displayed in the council's public register of licences.</p> <p>I understand that the licensing authority may be required by law to disclose, from time to time, further information relating to applications and licences to the appropriate authorities for the purposes of law enforcement and the prevention of fraud.</p> <p>More detailed information about the Council's handling of your personal data can be found in its privacy policy, available online (<a href="http://www.southampton.gov.uk/privacy">http://www.southampton.gov.uk/privacy</a>), or on request.</p>
An individual applicant (section 2) or all partners (section 3) or the company secretary (section 4) must complete this section
<p>Signed: _____ Dated <u>14/01/22</u></p> <p>Name (please print) <u>Glenn Campbell Nicie</u></p> <p>Capacity of signatory: <u>Director</u></p>
<p>Signed: _____ Dated <u>14/01/22</u></p> <p>Name (please print) <u>Christopher Knight</u></p> <p>Capacity of signatory: <u>Director</u></p>
<p>Signed: _____ Dated _____</p> <p>Name (please print) _____</p> <p>Capacity of signatory: _____</p>
<p>Signed: _____ Dated _____</p> <p>Name (please print) _____</p> <p>Capacity of signatory: _____</p>

**PLAYHOUSE GENTLEMEN'S CLUB:**

**Basement  
35 37 London Road  
Southampton  
SO15 2AD**

**SUPPLEMENTAL INFORMATION REQUIRED  
SEV VARIATION 2022**

**Q9. Directors Details- Each director with 10+% shareholding**

- Glenn Nicie:
- Chris Knight:

Both directors hold a 50% shareholding in the company.

**Q11. Other premises operated within the company group**

- Playhouse 32 St Mary Street Cardiff CF10 1AB
- For your Eyes Only 90 St Mary Street Cardiff CF10 1DW
- Fantasy Lounge 95-97 St Mary Street, Cardiff, CF10 1DX

**Q25. Exterior Signage**

Design plan provided (Drawing Number 21186 03 P2)



## Q.29 Variation

This variation has 4 parts as set out in the application form:

### 1. Variation to the hours of operation to permit the premises to open earlier than currently permitted.

The current operating hours permitted by the SEV are:

- 21:00 to 05:00 the following morning Sunday to Saturday

The proposed variation is for the following permitted operating hours:

- 19:00 to 05:00 the following morning Sunday to Saturday

### 2. Variation to the conditions of the SEV. Full details provided in the attached documentation

The proposed amended conditions have been discussed with Phil Bates (Southampton City Council Licensing Manager) and Lee Scott (Hampshire Police). It is appreciated, however, that any changes to the SEV conditions are to be determined by the Licensing Sub-Committee.

The proposed amendments (numbers reference the conditions in Annex A of the SEV licence no: 2021/02513/19SEXE granted in relation to this premises) are:

3.3. External doors shall be closed at all times other than when persons are entering or leaving the premises or when SIA door staff are present at the door for the purposes of controlling entry and exit. The external doors shall be fitted with a device to provide for their automatic closure and such devices shall be maintained in good working order.

11.5 Performers must not perform a nude table dance unless in a supervised area and within sight of a manager or floor supervisor.

**REMOVE** 12.4 All persons entering the premises must supply verifiable identification details that are passed through a digital scanning and recording system such as Club Scan, Idvista or similar computerised system.

13.3 The prices for entrance and any compulsory purchases within the venue shall be clearly displayed on the exterior of the premises and/or within the front lobby in a location where it is clearly legible for customers to read prior to seeking admission.

14.4 The Dancer's Code of Conduct must include the following:

- a. A statement that any dancer who does not comply with the Code of Conduct will face the possible loss of shifts.
- b. A statement that any dancer found to be in breach of the Code of Conduct could face immediate or future loss of shifts.
- c. Confirmation that any breaches of the Code of Conduct will be brought to the dancer's attention and an opportunity given to respond to the allegations prior to loss of shifts or other actions being taken.
- d. A statement that repeat or serious breaches of the Code of Conduct can result in suspension or loss of shifts.

- e. A statement setting out how shifts will be allocated.
- f. A statement that there will be no financial penalties incurred by dancers as part of the warning procedures.

**REMOVE 16. Disciplinary Procedure for Performers**

16.1 The Licence holder shall ensure that a written disciplinary procedure is in force so as to take appropriate action against performers who breach the Code of Conduct and that a copy of the procedure is provided to each performer who works at the premises.

16.2 All performers shall sign an acknowledgement that they have received a written copy of the disciplinary procedure and have read and understood its contents.

16.3 Any disciplinary procedure shall NOT make any provision for financial penalties against performers who breach the disciplinary procedure. Any sanctions shall be limited to verbal or written warnings, suspension or revocation of the performer's right to dance at the premises.

**REMOVE 17. 7 Any private booths shall be fitted with a panic button or security alarm.**

18.3 Records for each dancer dancing at the premises shall be kept for a minimum of 6 months following their last recorded shift.

18.4 Accurate payment records shall be maintained and shall be made available upon request to the police or an authorised officer of the council. All fees and charges for performer's shall be stated in writing and displayed in the dancer changing room.

**The following amendments are requested to the relevant bullet points in the Sexual Entertainment Venues- Code of Conduct for Dancers and customers at Annex A**

- There shall be no photography permitted by customers save for the designated selfie wall approved by council
- All dancers shall comply with this Code of Conduct. Failure to comply will result in the potential loss or restriction of shifts in line with the Code of Conduct.

**3. Variation to the exterior of the premises, to include new signage.**

Full details provided in the attached plan number 21186 03 P2.

**4. Changes to the interior layout of the premises.**

Full details provided in the attached plan number 21186 11A.

**Policies and Codes of Conduct**

New policies and codes of conduct\* are attached. **These are not for publication as they contain commercially sensitive information.**

***\*Please note that the licence holder will update the codes of conduct following any changes to the conditions above.***



<b>Licence Number</b>	2021/02513/19SEXE
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**SEX ESTABLISHMENT LICENCE**

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982, SECTION 2**

SOUTHAMPTON CITY COUNCIL by virtue of the powers contained in section 2 and schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982, hereby grants to:

**London Road Leisure Limited**

of the following address:

Unit 19,  
 Mitchell Point Business Park,  
 Ensign Way,  
 Hamble,  
 Southampton,  
 Hampshire  
 SO31 4RF

A licence to use the premises known as

**Playhouse Gentlemens Club**

and situate at

**Basement  
 35 London Road  
 Southampton  
 SO15 2AD**

in the City of Southampton as a

**SEXUAL ENTERTAINMENT VENUE**

This licence has effect from 27th day of August 2021 until

**26th day of August 2022**

The permitted hours of this licence:

Monday	21:00 - 05:00
Tuesday	21:00 - 05:00
Wednesday	21:00 - 05:00
Thursday	21:00 - 05:00
Friday	21:00 - 05:00
Saturday	21:00 - 05:00
Sunday	21:00 - 05:00

**SUBJECT TO THE FOLLOWING CONDITIONS:**

1 Annex A

Standard Conditions applicable to Sex Establishments consisting of Sex Shops, Sex Cinemas or Sexual Entertainment Venues

Southampton City Council, in exercise of the powers conferred by paragraph 13 of Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 hereby make the following Regulations prescribing standard conditions applicable to licences for sex establishments.

Interpretation

In these Regulations the following expressions that is to say "Sex Establishment", "Sex Shop", "Sex Cinema", "Sexual Entertainment Venue", "Sex Article", and "Vessel" shall have the meanings respectively assigned by Schedule 3 of the Act (and where amended by Section 27 of the Policing and Crime Act 2009).

In these Regulations the following expressions shall have the meanings hereby respectively assigned to them namely:

"The Act" means the Local Government (Miscellaneous Provisions) Act 1982, as amended. "The council" means Southampton City Council and/or any authorised officer acting on behalf of the Council.

"The premises" means any premises, vehicle, vessel or stall licensed under the Act.

"Licence holder" means a person who is the holder of a sex establishment licence.

"Permitted hours" means the hours during which the licensed premises are permitted to be open to the public.

"Licence" means a licence granted pursuant to Schedule 3 of the Act.

Part One - General Conditions

1. Management of Premises

1.1. The Licence holder, or some responsible person nominated by him and approved in writing by the council for the purpose of managing the sex establishment ("the manager"), shall have personal responsibility for and be present on the premises at all times when the premises are open to the public.

1.2. In accordance with section 14 of the 1982 Act, the Licence holder shall display, on the licensed premises in a conspicuous position, a copy of the licence and/or any special conditions attached.

- 1.3. The name of the person responsible for the management of the sex establishment, whether the licence holder or manager, shall be displayed in a conspicuous position within the premises throughout the period during which he is responsible for the conduct of the premises.
- 1.4. The licence holder shall retain control over all parts of the licensed premises as set out on the approved premises plan and shall not let or part with possession of any part.
- 1.5. No person under the age of 18 shall be admitted to the premises and rigorous identity checks SHALL be made on any person who appears to be under the age of 18.
- 1.6. To ensure compliance of 1.5 above, the licence holder shall exhibit appropriate warning notices as to the minimum age requirements on both the exterior (frontage) door and also conspicuously on the appropriate inner lobby door.
- 1.7. No person under the age of 18 shall be employed to work at the premises in any capacity or shall be allowed to work at the premises on a self-employed basis.
- 1.8. Neither the Licence holder nor any employee or agent shall tout or solicit custom for the sex establishment immediately outside or in the vicinity of the licensed premises.
- 1.9. Where the Licence holder is a body corporate or an unincorporated body, any change of director, or other person responsible for the management of the body is to be notified in writing to the council within 14 days of any such change. In addition, the Licence holder shall provide any details as the council may require in respect of any new director, officer or manager upon request in writing from the council.
2. Conduct of the Premises
- 2.1. No change from one type of sex establishment to another shall be made without the written consent of the council.
- 2.2. No part of the premises shall be used by prostitutes for the purpose of solicitation or otherwise exercising their calling.
3. Premises Interior and Layout
- 3.1. The premises layout shall comply with deposited plans unless otherwise approved in writing by the council.
- 3.2. No alterations, additions or modifications to either the internal or external parts of the licensed premises shall be made without the prior written consent of the council.
- 3.3. External doors shall be closed at all times other than when persons are entering or leaving the premises. The external doors shall be fitted with a device to provide for their automatic closure and such devices shall be maintained in good working order.
- 3.4. The premises shall be fitted with an inner entrance lobby door or partition screen so that no part of the interior of the premises or any of the contents of the premises shall be visible when persons are entering or leaving the premises.
- 3.5. No access shall be permitted through the premises to any other premises adjoining or adjacent except in the case of emergency.
- 3.6. No part of the interior of the licensed premises shall be visible whatsoever to persons outside the premises.
- 3.7. No external advertising, words, signs, displays or illuminations shall be permitted unless previously approved by the council.
- 3.8. The external fabric, appearance and look of the licensed premises shall consist of materials and colours approved by the council in order to:
- Ensure that the frontage is of a discreet nature
  - Ensure that it is appropriate to the character of the locality.
4. CCTV
- 4.1. A recording CCTV system shall be installed and fully operational whilst the venue is open to the public.
- 4.2. The recording equipment will be stored and operated in a secure environment with limited access, to avoid damage, theft, unauthorised viewing and to maintain the integrity of the system.
- 4.3. A record will be kept of any access made to information held on the system.
- 4.4. The system will be serviced at twelve monthly intervals and maintained to a standard that is acceptable to the police licensing department responsible for the area. A record of service and maintenance completed shall be held for a minimum of three years at the premises.
- 4.5. The system clock will be checked regularly for accuracy taking account of GMT and BST.
- 4.6. An additional recording CCTV camera shall be installed and fully operational whilst the venue is open to the public to cover the area outside the front of the premises.

4.7. The CCTV system will have sufficient storage capacity for 28 days of good evidential quality images.

#### 5. CCTV Access

5.1. Police and authorised officers of the council shall have access to data from the systems quickly and easily and therefore provision will be made for the licensee or a member of staff to have access to the secure area and also be able to operate the equipment and to supply footage in a format which can be easily viewed by police or council officers.

5.2. All operators will receive training from the installer when equipment is installed and this training will be cascaded down to new members of staff.

5.3. An operator's manual will be available to assist in replaying and exporting data.

5.4. The premises shall not be operated pursuant to the grant of a licence until such time as the CCTV System has been approved by the Police Licensing Department responsible for the area. The CCTV must be maintained in a satisfactory working condition and subject to police approval in order to remain operating under the licence.

#### 6. General

6.1. The Licence holder shall take all reasonable precautions to ensure public safety on the premises and shall comply with any reasonable request made by the council.

6.2. The council may substitute, delete, vary or amend these conditions at any time.

### Part Two - Additional Conditions for Premises Operating as Sexual Entertainment Venues

#### 7. External Appearance of the Premises and Public Displays of Information

7.1 The grant of a licence for a Sexual Entertainment Venue shall not be deemed to convey any approval or consent which may be required under any enactment, byelaw, order or regulation other than Schedule 3 of the Act.

7.2 The Premises shall be maintained in good repair and condition.

7.3 The Licensee shall ensure that the interior of the premises where sexual entertainment is offered shall not be capable of being seen from the outside of the premises.

7.4 At no time shall performances be capable of being seen from outside of the premises

7.5 Alterations or additions either internal or external and whether permanent or temporary to the structure, lighting or layout of the premises shall not be made except with the prior approval of the Council.

7.6 The copy of the licence and of any Regulations required to be exhibited in accordance with paragraph 14(1) of Schedule 3 of the Act shall be reproductions to the same scale as those issued by the Council. The copy of the licence required to be displayed aforesaid shall be suitably protected and the copy of any Regulations shall be retained in a clean and legible condition.

#### 8. Control of Entry to the Premises

8.1 Any individual employed on the premises to conduct a security activity (within the meaning of section paragraph 2(1) (a) of schedule 2 to the Private Security Industry Act 2001) must be licensed by the Security Industry Authority (for so long as that Authority is operative).

8.2 The Licensee must ensure that a sufficient number of authorised door supervisors are employed in the premises to check entrants; enforce the venue Drugs Policy, House Rules and Dancer Code of Conduct; complete the incident book as necessary and supervise customers and performers whilst sexual entertainment is provided.

8.3 No person under the age of 18 shall be admitted to the premises at any time that it is offering sexual entertainment and a notice to this effect shall be clearly displayed at the entrance(s) to the premises.

8.4 The Licensee will operate a Challenge 25 Policy whereby prospective customers who appears to be aged 25 or under will be refused admission unless they can prove that they are aged 18 or over by producing suitable photographic identification. Prominent notices must be clearly displayed to this effect at the entrance(s) to the premises.

8.5 Information shall be clearly displayed within the internal exit areas of the premises, reminding departing customers to behave in a responsible and appropriate way towards all persons, particularly women.

8.6 Prospective customers shall be informed of the House Rules.

#### 9. Advertising

9.1 The Licensee shall not permit the display on the exterior of the premises of photographs or other

images, excluding trade marks or logos, which are unacceptable to the Council, and which may offend public decency.

9.2 The Licensee shall have regard to the Advertising Standards Authority CAP Code.

9.3 Where the Council has given notice in writing to the Licensee objecting to any public advertisement on the grounds that, if displayed, it would offend public decency or be likely to encourage or incite crime and disorder that advertisement shall be removed or not be displayed.

## 10. CCTV

10.1 The Licensee shall ensure that CCTV is installed and maintained to the reasonable satisfaction of the Police. The equipment will be password protected and have a constant and accurate time and date generation.

10.2 CCTV shall be installed in any private performance areas. Such areas will also be specifically monitored.

10.3 The recording system will be able to capture a minimum of 4 frames per second and CCTV images shall be retained for a period of at least 28 days and made available to a police officer or authorised Council officer (subject to the Data Protection legislation at the time). The said images shall be downloaded on request and a copy provided to such an officer at the earliest practicable opportunity together with any software required to enable playback.

10.4 Records must be made on a weekly basis and retained for at least one year to demonstrate that the CCTV system is functioning correctly and that data is being securely retained. These will be made available to a police officer or authorised Council officer on request.

10.5 In the event of a technical failure of the CCTV equipment the Licensee must report the failure to the Southampton Police Licensing unit.

## 11. Performers

11.1 Performers shall be aged not less than 18 years. The Licensee must maintain records of the names, addresses and dates of birth of performers including identity checks.

11.2 Performers must remain fully dressed in public areas and in all other areas except while performing.

11.3 No personal performances shall be given to customers seated at the bar or to standing customers.

11.4 Performers must re-dress when the performance has ended.

11.5 Performers must not perform a nude table dance unless in a supervised area and within sight of a floor supervisor.

11.6 Performers may not accept any telephone number, email address, address or contact information from any customer, except in the form of a business card, which must be surrendered to the Licensee or their representative before leaving the premises.

11.7 There shall be no intentional full body contact between customers and performers during a performance except for the placing of money or tokens into the hand or garter of the performer at the beginning or conclusion of the performance.

11.8 Performers will stop immediately and move away from any customer who is offensive or attempts to touch them during a performance and shall report such behaviour and any other inappropriate behaviour or breach of house rules to the management.

11.9 No performances shall include any sex act with any other performer, persons in the audience or with the use of any object.

11.10 Performers must not engage with the customer in any act of, or communication likely to lead to an act of, prostitution or solicitation.

11.11 The Licensee is to implement a policy for the safety of the performers when they leave the premises.

## 12. Customers

12.1 Customers must remain seated during the entire performance of a private dance.

12.2 Customers must remain fully dressed at all times.

OR at the discretion of the Licensing Authority in individual circumstances the following conditions may be applied:

12.3 The Challenge 25 proof of age scheme shall be operated at the premises whereby any person suspected of being under 25 years of age shall be required to produce identification proving they are over 18 years of age. The only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport;

12.4 All persons entering the premises must supply verifiable identification details that are passed through a digital scanning and recording system such as Club Scan, Idvista or similar computerised

system.

12.5 The premises shall maintain a Refusals log whereby any occasion a person is refused entry shall be recorded and available upon request by the Police or an authorised officer of the council. The refusals log is to be maintained for 12 months.

12.6 Any person who appears to be drunk / intoxicated or under the influence of illegal drugs shall not be permitted entrance to the premises.

12.7 A policy of random searches of persons entering the premises shall be operated.

12.8 Any person found to be in possession of illegal drugs upon entry shall be prevented entry and, where possible, restrained until the Police can take such person into custody. Any persons found using illegal drugs on the premises shall be removed from the premises or, where possible, restrained until the Police can take such person into custody.

12.9 The licensed premises shall be so arranged by screening or obscuring windows, doors and other openings so that the interior of the licensed premises shall not be visible to persons outside the building.

12.10 The premises shall subscribe to an approved radio system and radios shall be operational at all times the premises is open to the public.

### 13. External Appearance of the Premises and Public Displays of Information

13.1 The exterior of the premises shall not contain any displays or depictions of the human form, or any imagery that suggests or indicates relevant entertainment takes place at the premises, or other language stating the nature of such activities, including use of the word "nude". The condition does not prevent the use of the words "Licensed Sexual Entertainment Venue" on a single plate in characters no higher than 10 cm at the entrance to the premises.

13.2 Any external displays or advertising may only be displayed with the prior approval of the Council.

13.3 The prices for entrance and any compulsory purchases within the venue shall be clearly displayed on the exterior of the premises.

13.4 All charges for products and services shall be displayed in prominent areas within the premises, and at each customer table and in the bar area.

13.5 Rules for customers shall be displayed in prominent areas within the premises, and at each customer table and in the bar area.

13.6 No charge shall be applied unless the customer has been made aware of the tariff of charge by the performer in advance of the performance.

13.7 Performers may not stand in any lobby, reception or foyer areas or outside the premises entrance for the purposes of greeting customers or encouraging customers to enter the venue.

13.8 The use of cruising cars by the premises to solicit for custom and/or transport people to or from the premises is prohibited.

13.9 The use of flyers and similar promotional material for the premises is prohibited.

### 14. Conduct of Performers and Rules relating to performances of sexual entertainment

14.1 There shall be a written code of conduct for performers that has been agreed in writing by the Licence holder, the council and the Police.

14.2 All performers shall be required to certify their agreement to comply with the code and a record shall be kept on the premises and be made available upon request by the Police or an authorised officer of the council. The code shall include the basic criteria as set out in the Code of Conduct for Dancers included within this policy.

14.3 No changes shall be made to the Dancer's Code of Conduct without the prior written consent of the council and the Police.

14.4 The Dancer's Code of Conduct must include a statement that any dancer who does not comply with the Code of Conduct will face disciplinary proceedings.

14.5 All management and staff (including security staff) must be aware of and familiar with the content of the Dancer's Code of Conduct and shall ensure it is complied with at all times.

14.6 A copy of the Dancer's Code of Conduct shall be prominently displayed in each area of the premises where the public have access, which shall include toilet areas as well as in any area used as a changing/dressing room for dancers.

### 15. Code of Conduct for Customers

15.1 There shall be a written Code of Conduct for Customers that has been agreed in writing by the Licence holder, the council and the Police.

15.2 The code shall include the basic criteria as set out in the Code of Conduct for Customers included within this policy.



15.3 The Code of Conduct for Customers shall be displayed in prominent positions throughout the licensed premises so that it is visible to all patrons.

15.4 No changes shall be made to the Code of Conduct for Customers without the prior written consent of the council and the Police.

15.5 The Code of Conduct shall include a statement that any customers who fail to comply with the Code of Conduct will be required to leave the premises.

15.6 All management and staff (including security staff) must be aware of and familiar with the content of the Code of Conduct for Customers and shall ensure it is complied with at all times.

15.7 On any occasion whereby a customer breaches the Code of Conduct, such details shall be recorded in the incident log.

15.8 Any customer breaching the rules of the Code of Conduct shall be asked to leave the premises. Any customer who has previously been asked to leave the premises and again breaches the Code of Conduct shall be banned from the premises.

#### 16. Disciplinary Procedure for Performers

16.1 The Licence holder shall ensure that a written disciplinary procedure is in force so as to take appropriate action against performers who breach the Code of Conduct and that a copy of the procedure is provided to each performer who works at the premises.

16.2 All performers shall sign an acknowledgement that they have received a written copy of the disciplinary procedure and have read and understood its contents.

16.3 Any disciplinary procedure shall NOT make any provision for financial penalties against performers who breach the disciplinary procedure. Any sanctions shall be limited to verbal or written warnings, suspension or revocation of the performer's right to dance at the premises.

#### 17. The Protection of Performers and the Prevention of Crime on the Premises

17.1 Performers shall be provided with secure and private changing facilities.

17.2 All entrances to private areas to which members of the public are not permitted access shall have clear signage stating that access is restricted.

17.3 Any exterior smoking area for use by performers shall be kept secure and separate to any public smoking area.

17.4 The Licence holder shall implement a written policy to ensure the safety of performers when leaving the premises following any period of work.

17.5 Private booths must not be fully enclosed, however, use of flame retardant see-through curtain is permitted. There must be a clear sight-line from outside the booth so that any performance of sexual entertainment can be directly monitored.

17.6 There must be a minimum of one member of security staff present on any floor where a performance of sexual entertainment is taking place.

17.7 Any private booths shall be fitted with a panic button or security alarm.

#### 18. Record Keeping and Management

18.1 All performers shall be required to provide valid identification prior to first employment at the premises. Acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or national ID card.

18.2 All performers and staff shall be eligible to work in the UK and proof of eligibility records shall be kept on the premises. Management shall ensure that such records are regularly checked to ensure compliance.

18.3 Employment records for performers and staff shall be kept for a minimum of 6 months following the cessation of their employment.

18.4 Accurate payment and remuneration records shall be maintained and shall be made available upon request to the Police or an authorised officer of the Council. All fees and charges for performers shall be stated in writing and prominently displayed within the changing area.

18.5 No films may be shown at the premises unless they have been passed by the British Board of Film Classification. No films classified as R18 shall be shown on the premises.

#### 19. Dress Code

19.1 The premises shall operate a dress code for customers to the satisfaction of the Police.

#### Sexual Entertainment Venues - Code of Conduct for Dancers

The Dancer's Code of Conduct shall include the following conditions as a minimum standard:

- There shall be no intentional physical contact between performers and customers at any time, before, during or after the performance, with the exception of leading a customer by the hand to, or from, an area permitted for performances of sexual entertainment in advance of, or following, a performance.
- The performer may not simulate any sexual act during a performance.
- Performers must not use any inappropriate, lewd, suggestive or sexually graphic language in any public or performance areas of the premises.
- Performers must not touch the breasts or genitalia of another performer, at any time as part of a performance.
- There shall be no use of sex articles (as defined by paragraph 4(3) of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982) at any time.
- There shall be no nudity by performers in public areas of the premises, unless the Council has agreed in writing that area may be used for performances of sexual entertainment.
- Performers must fully dress (i.e. no nudity) at the end of each performance.
- Performances of sexual entertainment may only take place in designated areas of the premises as agreed in writing by the Council.
- There shall be no photography permitted by customers on the premises.
- Customers must remain seated for the duration of a performance.
- Performers shall not arrange to meet, or have further contact with, customers outside of the premises.
- Dancers shall not perform if under the influence of alcohol or drugs.
- All dancers shall comply with this Code of Conduct. Any failure to adhere to the rules set out in Code shall result in the dancer becoming subject to the consideration of disciplinary action as set out in the Disciplinary Procedure.

#### Sexual Entertainment Venues - Code of Conduct for Customers

The Customer's Code of Conduct shall include the following conditions as a minimum standard:

- Customers may not touch dancers during a performance.
- Customers may not make lewd or offensive comments to performers.
- Customers must not harass or intimidate performers.
- Customers must not ask dancers to perform any sexual favour.
- Customers may not perform acts of masturbation or indulge in other sexual behaviour.
- Any customer failing to comply with this Code of Conduct will be asked to leave the premises and may face a time-limited or permanent ban from attending the premises.

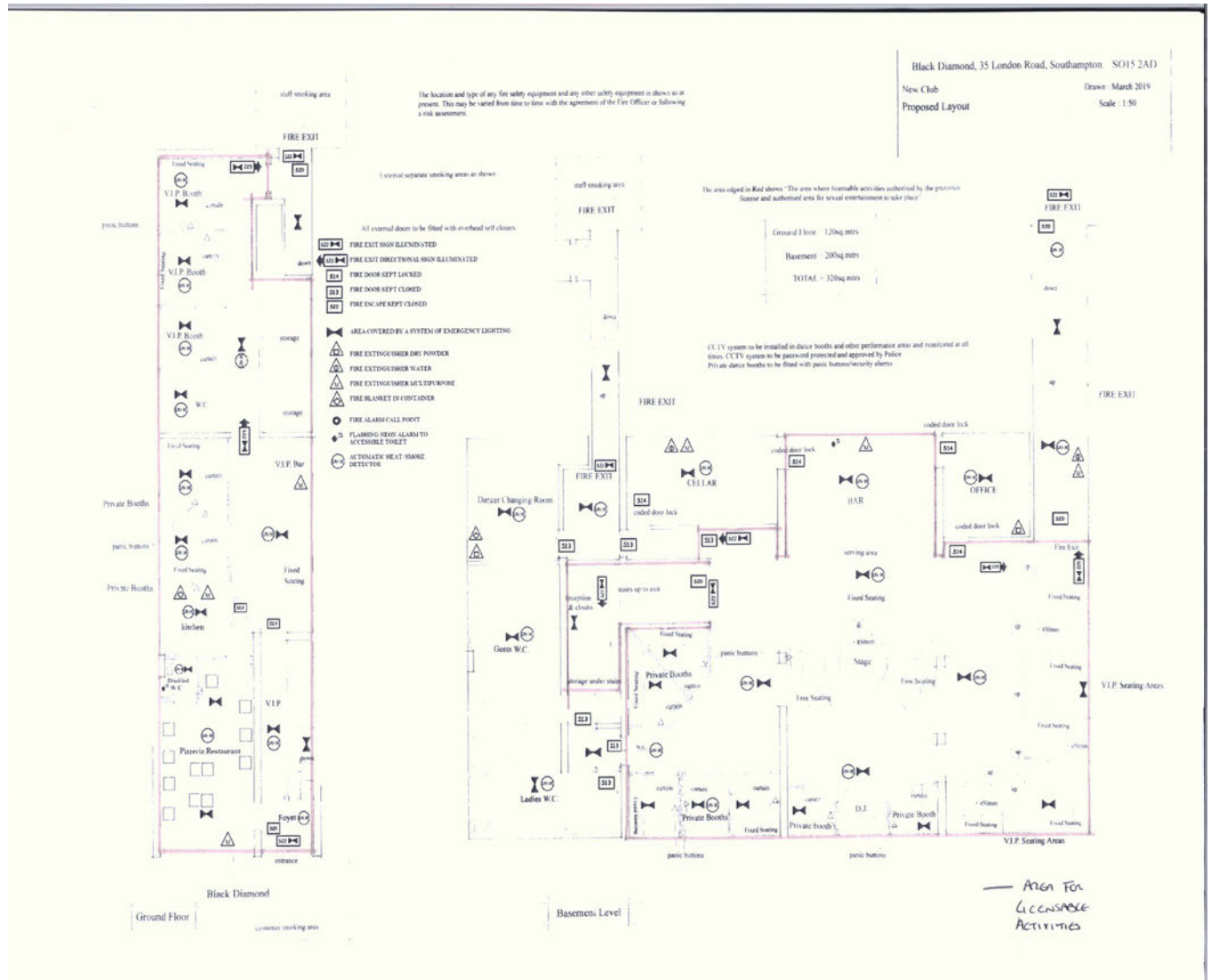
Dated this 16th day of September 2021

\_\_\_\_\_

**Licensing Manager**

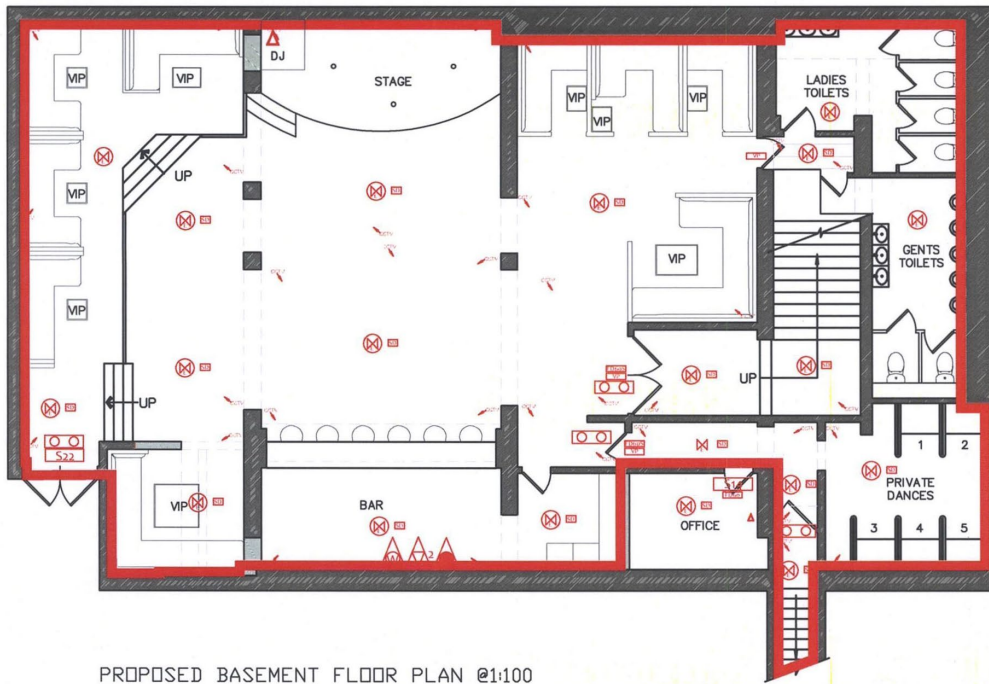
Licensing – Southampton City Council  
 PO Box 1767  
 Southampton  
 SO18 9LA

# Annex 1 – Plans



Plan not reproduced to scale.

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PROPOSED BASEMENT FLOOR PLAN @1:100

**KEY:**  
 AREA TO BE USED FOR LICENSABLE ACTIVITIES

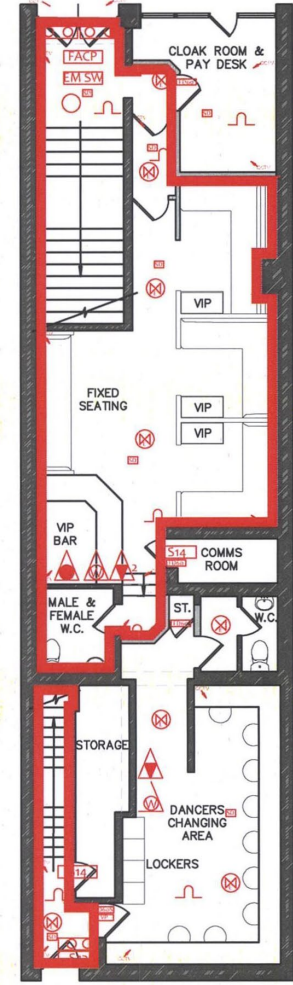
**SOME EXISTING EMERGENCY EQUIPMENT TO BE RETAINED, MAINTAINED, REUSED & RELOCATED**

<ul style="list-style-type: none"> <li>ILLUMINATED EXIT SIGN</li> <li>BREAK GLASS CALL POINT</li> <li>NON-MAINTAINED EMERGENCY LIGHT</li> <li>MAINTAINED EMERGENCY LIGHT</li> <li>FIRE EXIT, EXIT OR EMERGENCY EXIT SIGN</li> <li>SPRINKLING MAIN DIRECTIONAL SIGN WITH ARROW</li> <li>NOTICE SUSPENDED ABOVE HEAD HEIGHT</li> <li>90 DEG. TO ESCAPE ROUTE, WRITING ON APPROACH SIDE</li> <li>FLASHING LIGHT ALARM INDICATOR</li> <li>BACKUP BATTERY UNIT FOR EMERGENCY LIGHTING</li> <li>NON-MAINTAINED EMERGENCY TWIN SPOT FLOOD LIGHT</li> <li>New CCTV Camera</li> </ul>	<ul style="list-style-type: none"> <li>FIRE ALARM SOUNDER</li> <li>HEAT DETECTOR</li> <li>SMOKE DETECTOR</li> <li>HOUR FIRE RESISTANT S/C DOOR</li> <li>HOUR FIRE RESISTANT S/C DOOR WITH SMOKE SEAL</li> <li>VISION PANEL</li> <li>FIRE ACTION SIGN</li> <li>FIRE DOOR "KEEP SHUT"</li> <li>FIRE ALARM CALL PANEL</li> <li>SWITCHES FOR EMERGENCY LIGHTING</li> <li>MUSIC CUT OFF SWITCH</li> </ul>	<ul style="list-style-type: none"> <li>FIRE DOOR "KEEP LOCKED"</li> <li>GANGWAY "KEEP CLEAR"</li> <li>FIRE ESCAPE "KEEP CLEAR"</li> <li>REMOTE MARKS FAIL INDICATOR FOR THE EMERGENCY LIGHTING</li> <li>FOAM FIRE EXTINGUISHER</li> <li>WATER FIRE EXTINGUISHER</li> <li>DRY POWDER FIRE EXTINGUISHER</li> <li>3kg CARBON DIOXIDE FIRE EXTINGUISHER</li> </ul>
--	--	--

**NB:** ALL SIGNS & NOTICES ARE TO BE PROVIDED & FIXED BY THE CONTRACTOR. ALL EMERGENCY EXIT SIGNS & EMERGENCY LUMINARIES ARE TO BE PROVIDED & FIXED BY THE ELECTRICAL CONTRACTOR, WIRED TO THE FIRE ALARM & CONTROLS AS APPROPRIATE. THIS INCLUDES CONTROL AND BACK UP BATTERY PACKS ETC.

**note:** ALL SYMBOLS ARE INDICATIVE ONLY. ELECTRICAL CONTRACTOR IS TO Liaise DIRECTLY WITH THE FIRE OFFICER & LOCAL AUTHORITY TO ENSURE ALL EMERGENCY LIGHTING & FIRE SAFETY EQUIPMENT REQUIREMENTS ARE MET.

**THE LOCATION & TYPE OF ANY FIRE SAFETY & ANY OTHER SAFETY EQUIPMENT IS NOT SHOWN ON THE PLANS & WILL BE PROVIDED TO THE SATISFACTION OF THE FIRE SERVICE AND OTHER RESPONSIBLE AUTHORITIES AFTER COMPLETION OF THE PROPOSED WORKS**



PROPOSED GROUND FLOOR PLAN @1:100

**NOTES**

1. The contents of this drawing are copyright of Watts Holt.
2. It may not be copied, reproduced or altered in anyway without the written authority.
3. Do not scale. Figured dimensions only to be used.
4. Check dimensions on site before work proceeds, report any discrepancies.
5. If in doubt please ask!

	DENOTES EXISTING BUILDING
	DENOTES PROPOSED BUILDING

**WATTS | HOLT**

THE YARD  
 LOCH ROAD, POOLE  
 DORSET, BH14 9EX  
 W: www.wattsholt.com  
 T: 01202 461586  
 E: hello@wattsholt.com

Scale 100mm @ A3

No.	Revision.	Date	By
A	Address Updated & Legend	11/01/22	VT

Project  
 35-37 London Road, Southampton,  
 SO15 2AG.

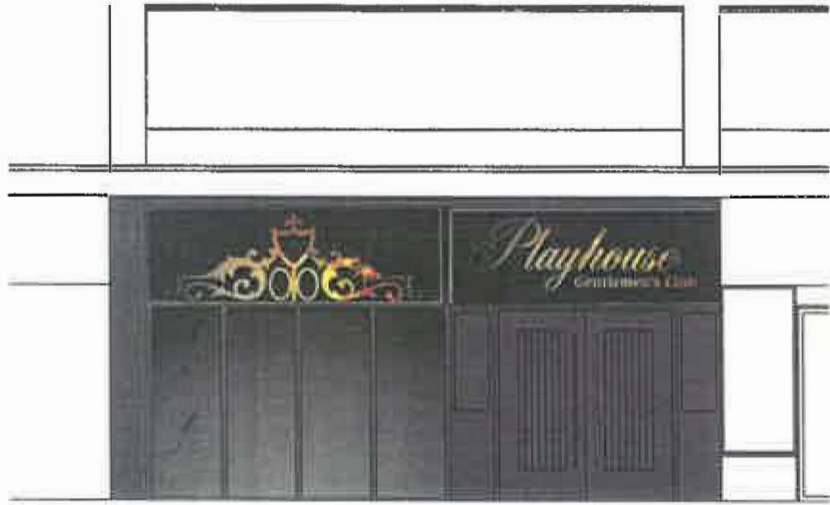
Client / Brand  
 London Road Leisure Ltd

Drawing Title  
 SEVL & Premises Licence

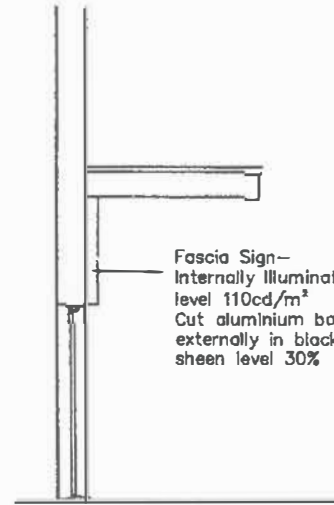
scale @ A3 1:100	checked .
date Sept '21	drawn VT
21186 11A	A

London Road Leisure Ltd  
 35-37 London Road, Southampton, SO15 2AG.

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Proposed Front Elevation from London Road @1:50

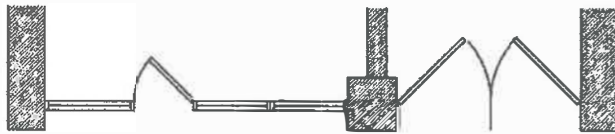


Fascia Sign—  
Internally Illuminated: illuminated  
level 110cd/m<sup>2</sup>  
Cut aluminium box fascia finished  
externally in black semi matt  
sheen level 30%

Proposed Section @1:50

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4. Check dimensions on site before work proceeds, report any discrepancies.
5. If in doubt please ask!



Proposed Plan @1:50

**WATTS || HOLT**

THE YARD  
LOCH ROAD, POOLE  
DORSET, BH14 9EX  
W: www.wattholt.com  
T: 01202 461566  
E: hello@wattholt.com

Scale 50mm @ A3

Project  
35-36 London Road, Southampton,  
SO15 2AG.

Client / Brand  
London Road Leisure Ltd

Drawing Title  
Proposed Entrance Facade

scale @ A3 1:50	checked
date Sept'21	drawn VT

21186 03	P2								
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London Road Leisure Ltd  
35-36 London Road, Southampton, SO15 2AG.

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**Schedule 12  
Part A  
Premises Licence**

Regulation 33,34

**Premises licence number** 2022/00292/01SPRM

**Part 1 – Premises details**

**Postal address of premises, or if none, ordnance survey map reference or description,**  
  
**Playhouse Gentlemen's Club**  
 Basement  
 35 London Road  
 Southampton  
 SO15 2AD

**Telephone number**

**Where the licence is time limited the dates**  
  
 Not applicable

**Licensable activities authorised by the licence**  
 Live music  
 Recorded music  
 Performances of dance  
 Anything similar to live music, recorded music or performances of dance  
 Provision of late night refreshment  
 Supply by retail of alcohol

**The times the licence authorises the carrying out of licensable activities**

Live music		
Monday	10:00	- 04:30
Tuesday	10:00	- 04:30
Wednesday	10:00	- 04:30
Thursday	10:00	- 04:30
Friday	10:00	- 04:30
Saturday	10:00	- 04:30
Sunday	10:00	- 04:30
Recorded music		
Monday	10:00	- 04:30
Tuesday	10:00	- 04:30
Wednesday	10:00	- 04:30
Thursday	10:00	- 04:30
Friday	10:00	- 04:30
Saturday	10:00	- 04:30
Sunday	10:00	- 04:30

**Performances of dance**

Monday	10:00 - 04:30
Tuesday	10:00 - 04:30
Wednesday	10:00 - 04:30
Thursday	10:00 - 04:30
Friday	10:00 - 04:30
Saturday	10:00 - 04:30
Sunday	10:00 - 04:30

**Anything similar to live music, recorded music or performances of dance**

Monday	10:00 - 04:30
Tuesday	10:00 - 04:30
Wednesday	10:00 - 04:30
Thursday	10:00 - 04:30
Friday	10:00 - 04:30
Saturday	10:00 - 04:30
Sunday	10:00 - 04:30



**Provision of late night refreshment**

Monday	23:00 - 04:30
Tuesday	23:00 - 04:30
Wednesday	23:00 - 04:30
Thursday	23:00 - 04:30
Friday	23:00 - 04:30
Saturday	23:00 - 04:30
Sunday	23:00 - 04:30



**Supply by retail of alcohol**

Monday	10:00 - 04:30
Tuesday	10:00 - 04:30
Wednesday	10:00 - 04:30
Thursday	10:00 - 04:30
Friday	10:00 - 04:30
Saturday	10:00 - 04:30
Sunday	10:00 - 04:30



**The opening hours of the premises**

Monday	10:00 - 05:00
Tuesday	10:00 - 05:00
Wednesday	10:00 - 05:00
Thursday	10:00 - 05:00
Friday	10:00 - 05:00
Saturday	10:00 - 05:00
Sunday	10:00 - 05:00



**Where the licence authorises supplies of alcohol whether these are on and / or off supplies**  
Alcohol is supplied for consumption both on and off the premises

**Part 2**

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

London Road Leisure Ltd.  
Unit 19  
Mitchell Point Business Park  
Ensign Way  
Hamble  
SO31 4RF

Electronic Mail

**Registered number of holder, for example company number, charity number (where applicable)**

13427653

**Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol**

Andrew David Simpson

**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol**

Licence Number: 2006/00267/02SPEN  
Licensing Authority: Southampton City Council

This premises licence is issued by Southampton City Council as licensing authority under part 3 of the Licensing Act 2003 and regulations made thereunder

Dated this 8th day of February 2022;



**Licensing Manager**  
Southampton & Eastleigh Licensing Partnership  
Civic Centre  
Southampton  
SO14 7LY

## Annex 1 – Mandatory Conditions

1 No supply of alcohol shall be made under the premises licence:

(a) at a time when there is no designated premises supervisor in respect of the premises licence, or

(b) at a time when the designated premises supervisor for the premises does not hold a personal licence or his personal licence is suspended.

2 Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

3 (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

4 The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5 (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

6 The responsible person must ensure that

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

7 1 A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2 For the purposes of the condition set out in paragraph 1 —

(a) 'duty' is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

(b) 'permitted price' is the price found by applying the formula —

$$P = D + (D \times V)$$

where—

(i) P is the permitted price,

(ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) 'relevant person' means, in relation to premises in respect of which there is in force a premises licence —

(i) the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) 'relevant person' means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) 'value added tax' means value added tax charged in accordance with the Value Added Tax Act 1994.

3 Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ('the first day') would be different from the permitted price on the next day ('the second day') as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

8 Where any condition of this licence requires that, at specified times, one or more individuals must be at the premises to carry out a security activity, each such individual must be licensed by the Security Industry Authority, unless the Private Security Industry Act 2001 does not require them to be so licensed.

## **Annex 2 – Conditions consistent with the operating Schedule**

### **1 SEASONAL VARIATION**

An additional hour to all licensable activities to the standard and non-standard times on the day when British Summertime commences.

On New Year's Eve licensable activities are permitted until the start of permitted hours the following day.

### **2 HOURS**

Permitted hours for licensable activities beyond 02:00 hours (00.30 on Sundays) shall only be permissible when the premises are operating as a Sexual Entertainment Venue.

### **3 CHILDREN**

No persons under the age of 18 shall be allowed on the premises

## **Annex 3 – Conditions attached after a hearing by the licensing authority**

### **1 SECURITY**

From 22:00 hours until the closing time of the venue, a ratio of two front line door supervisor SIA-registered security staff shall be employed at the venue for the first 100 persons and then 1:100 thereafter, e.g. 1-100 two door/security staff, 101-200 three door/security staff, 201-300 four door/security staff and so on. This number is to include only front-line door supervisor SIA staff employed solely on the door supervisor/security duties, i.e. safety and security at the venue. All persons who are frontline door supervisor SIA registered and whose position or role profile is solely security at the venue, shall wear a fluorescent and/or a reflective orange tabard, clearly marked security at all times.

All front door refusals are to be recorded promptly, including the reason i.e. too intoxicated, barred suspicion of drugs etc. If a person is ejected from the venue by a member of staff, a record must be made of the incident including details of the staff members involved and a summary of the circumstances. This must be completed as soon as practicable but prior to the end of that person's shift.

A nominated member of security shall be positioned at the entrance / exit doors and shall be responsible for counting persons in and out of the venue. They shall use a device suitable for counting as approved by the police licensing department responsible for the area. As such, an accurate number of persons in the venue must be known at all times the venue is operating under its premises licence. This number is to include staff.

At the terminal hour of operation, the licence holder shall ensure that adequate numbers of door supervisors are employed to assist with the management of customers leaving the venue as well as those remaining in the vicinity of the premises. 2 members of door staff are to patrol the vicinity of the venue for 15 minutes after closing, to assist with safe dispersal from the area. The door staff are to be identified by wearing high visibility tabards as used during normal door staff duties.

### **2 CHALLENGE 25**

There will be a Challenge 25 policy operating at the premises. Challenge 25 means that the holder of the premises licence shall ensure that every individual, who visually appears to be under 25 years of age and is seeking to purchase or be supplied with alcohol at the premises or from the premises, shall produce identification proving that individual to be 18 years of age or older.

Acceptable identification for the purposes of age verification will include a photo card driving licence, passport, Military ID or photographic identification bearing the "PASS" logo and the person's date of birth.

If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to or for that person.

'Challenge 25' posters shall be displayed in prominent positions at the premises

### **3 INCIDENT BOOK<sup>®</sup>**

An incident book will be provided and maintained at the premises. It will remain on the premises at all times and will be available to police for inspection upon request.

Any incidents that include physical altercation or disorder, physical ejection, injury, id seizure or drug misuse will be recorded in the incident book. The entry is to include an account of the incident and the identity of all person(s) involved (or descriptions of those involved if identity is not known).

Should there be any physical interaction by members of staff and the public the entry will include what physical action occurred between each party.

The entry shall be timed, dated and signed by the author.

If the member of staff creating the entry has difficulties reading or writing, then the entry may be written by another staff member. This should however be read back to the person creating the entry and counter signed by the person who wrote the entry. At the close of business on each day the incident book will be checked by the manager on duty where any entries will be reviewed and signed. If incidents have occurred, the duty manager will de-brief door staff at the close of business. Should there be no incidents then this will also be recorded at the close of business in the incident book.

This record will be retained for 12 months

#### 4 STAFF TRAINING

Before commencing their duties all new staff must receive information and training concerning the sale of age-restricted products.

This training must cover their legal responsibilities and action to be taken in the event of suspicions being aroused that someone is purchasing or attempting to purchase an item under the legal age.

All employees will sign a letter to acknowledge that they have completed this training and have understood their responsibilities on this area. This training should be reviewed and updated at reasonable intervals but at least annually

#### 5 ALCOHOL OFF SALES

Alcohol off sales are restricted to pre-purchased bottles no smaller than 70cl which have been resealed by the premises.

#### 6 SECURITY REGISTER

The licence holder shall maintain a duty register giving details of each and every person employed in the role of a security/door person and shall provide upon request by any Police Officer or Council Officer, the following details:-

- (a) The licence number, name, and residential address and telephone number of that person;
- (b) The time at which he/she commenced that period of duty, with a signed acknowledgement by that person;
- (c) The time at which he/she finished the period of duty, with a signed acknowledgement by that person;
- (d) Any times during the period of duty when he/she was not on duty;
- (e) If that person is not employed directly by the licence holder or venue but via a security contractor company, then details of this company must also be supplied (company name and out of office contact details)
- (f) The register shall be so kept that it can be readily inspected by an authorised officer of the Council or Police Officer;
- (g) The duty register shall comprise of a bound, consecutively page-numbered book and the licence holder shall ensure that this register is kept in a secure environment in order to prevent unauthorised access or alterations to same

#### 7 RE-ENTRY

There shall be no admission or re-admission to the premises after 04:00 save for those persons who stand directly outside the front of the venue to smoke.

#### 8 CCTV

A colour recording CCTV system that captures images from the main public areas must be fully operational whilst licensable activities are taking place. The system shall be able to cope with all levels of illumination. The recording equipment shall be stored and operated in a secure environment with limited access, to avoid damage, theft, unauthorised viewing and maintain the integrity of the system.

The system shall be serviced at twelve monthly intervals and maintained to a standard that is acceptable to the police licensing department responsible for the area. The system clock shall be checked regularly for accuracy taking account of GMT and BST.

Digital systems shall have sufficient storage capacity for 28 days evidential quality recordings (minimum 4 frames per second).

The images produced shall be date and time stamped. A notice shall be displayed at the entrance to the premises advising that CCTV is in operation. An additional recording CCTV camera shall be installed and fully operational whilst the venue is open to the public to cover the area immediately outside the front of the premises.

It is important that the Police are able to access data from the systems quickly and easily and therefore provision shall be made that at all times a person is in attendance who is nominated by the data controller who has access to the secure area who is able to operate the equipment. Ensure all operators receive training from the installer when equipment is installed and that this is cascaded down to new members of nominated staff. Have a simple operator's manual available to assist in replaying and exporting data (particularly important with digital systems) and to produce images to the police responsible authority for the purpose of the prevention and detection of crime as long as the request is lawful and complies with the data protection Act.

In the event of a technical failure of the CCTV equipment, the premises licence holder or DPS shall notify the police licensing department responsible for the area within 24 hours

#### 9 REFUSALS BOOK

A log shall be kept of all refusals including refusals to sell alcohol. The Premises Licence Holder shall ensure that the refusals log is checked, signed, and dated on a weekly basis by the venue manager/manageress.

The refusals log will be kept and maintained at the premises and will be available for inspection immediately upon request by Hampshire Constabulary and any responsible authority.

The record of refusals will be retained for 12 months

#### 10 BODYWORN VIDEO (BWV)

From 22:00 hours at least one member of SIA staff who shall be positioned at the main entrance of the venue shall wear a body worn video camera

Another member of SIA staff operating within the venue shall also wear a body worn video camera. The equipment shall be maintained, and the images will be made available as soon as practicable, but at least within 48 hours to the Police on request so long as the request is lawful with regards to the Data Protection Legislation. The equipment shall record high-definition colour images and be able to capture sound, specifically conversation. The equipment shall be able to operate in all levels of illumination, images shall be time and date stamped.

Where the equipment fails the Police Licensing Department responsible for the area shall be notified immediately in writing or by email as soon as practicable and the defect remedied within 14 days of the failure.

Data obtained on the body worn video camera shall be downloaded as soon as practicable and be retained at the venue for at least 28 days.





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### APPENDIX 6

#### **Special Procedure for the Licensing (General) Sub-Committee – Applications for Sex Establishment licences**

One of the Council's Corporate Legal Advisors will be in attendance throughout the proceedings and he/she is there to advise Members. Sub-Committee Members may seek clarification on points of procedure at any time.

Please note that comfort breaks will be taken at the discretion of the Chair at appropriate points during the meeting.

#### **1. INTRODUCTION**

- ◆ Everyone to introduce themselves
- ◆ The Licensing Officer will introduce the report, including background information and any written objections received.
- ◆ Members' questions to the Licensing Officer

#### **2. OBJECTORS**

If Objectors (including Police) have attended indicating a wish to address the Sub-Committee the Sub-Committee will consider each request in light of its discretion to permit oral representations.

As a guide, such representations will only be permitted if appropriate in order to briefly summarise and expand upon the main points of objection as set out in written submissions. Mere recitation of previous written submissions will not be permitted, nor will the introduction of entirely new grounds of objection.

Questions of Objectors will not be permitted by any party (including Members).

#### **3. APPLICATION**

The applicant or their representative will outline the details of the application and call any witnesses in support.

Questions may be asked of the applicant or of any witnesses by:

Licensing Officer

Members of the Sub-Committee

The applicant may call supporting witnesses at their discretion during the presentation of their application. Questions may be asked by the Sub-Committee Members / Licensing Officer of such witnesses at any appropriate point in their presentation

If any written objections have been received the applicant or their representative will be invited to comment on them

#### **4. SUMMING UP**

The applicant or their representative will have a final opportunity to sum up their application.

#### **5. CONSIDERATION OF DECISION - CONFIDENTIAL SESSION**

Members of the Sub-Committee will retire to consider the decision. In doing so the Solicitor to the Sub-Committee and the Sub-Committee Administrator will retire with them, but will take no part in the discussion of the merits of the case or what the decision should be

Should the Solicitor to the Sub-Committee be required to clarify any points of law, these will be repeated in the public session.

**6. ANNOUNCEMENT OF DECISION**

Sub-Committee Members will return and the Chair of the Sub-Committee will deliver the decision in public session. The Licensing Officer will confirm this decision in writing to the Applicant within 7 days of the Sub-Committee decision, together with details of any relevant right of appeal.

*Note:* This procedure note is issued as a guide only – the order and conduct of business may be varied by the person presiding at any time in order to facilitate the determination of the matter, having regard to statutory restrictions and the rules of natural justice.