

Application for the VARIATION of a Sex Establishment Licence

Received
On

19 FEB 2020

Southampton &
Eastleigh Licensing Partnership



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: force.licensing@hampshire.pnn.police.uk
Phone: 023 8053 3368
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.

Contacting the Licensing Team:

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

- Email: 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

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 GRANT of a Sex Establishment Licence under the Local Government (Miscellaneous Provisions) Act 1983 as follows:

1.	<p>General information (all applicants must complete this section)</p> <p>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"/></p> <p>Are you applying as: (please tick): An individual <input type="checkbox"/> A registered company <input checked="" type="checkbox"/> A partnership <input type="checkbox"/></p> <p>Please state your trading name: For Your Eyes Only</p> <p>Is this application for: (please tick): Grant of a new licence <input type="checkbox"/> renewal <input checked="" type="checkbox"/> variation <input type="checkbox"/> or transfer <input type="checkbox"/> of an existing licence? If renewal, variation or transfer, please provide the existing licence number: 2019/03938/19SEXE</p>
THE APPLICANT	
2.	<p>Application by an Individual (complete this section only if the application is by an individual)</p> <p>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):</p> <p>Surname: _____ Forenames: _____</p> <p>Maiden name or any other surnames you have been known by:</p> <p>Date of birth: Residential address: Postcode: Position/Role in the business:</p>
3.	<p>Application by a Partnership (complete this section only if the application is by a partnership)</p> <p>You must supply information in respect of every partner – where there are more than two partners then please use a continuation sheet</p> <p>Title (please tick): Mr <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other (please state):</p> <p>Surname: _____ Forenames: _____</p> <p>Maiden name or any other surnames you have been known by:</p> <p>Date of birth: Residential address: Postcode:</p>
	<p>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):</p> <p>Surname: _____ Forenames: _____</p> <p>Maiden name or any other surnames you have been known by:</p> <p>Date of birth: Residential address: Postcode:</p>

4.	Application by a Registered Company (complete this section only if the application is by a registered company)	
	Registered company name: Hampshire Restaurants Limited Registration number: 08502833 Address of the company's registered office: Bottom Cottage, Owslebury Bottom, Winchester Postcode: SO21 1LY	
	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 checked="" type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other <input type="checkbox"/> (please state): Surname: Ivins Forenames: Emily Jane Maiden name or any other surnames you have been known by: Lane Date of birth: [REDACTED] Residential address: [REDACTED] Postcode: [REDACTED]	
	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:	
5.	Contact Details (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: Postcode:	Telephone nos. Daytime: Evening: Mobile:
	Residential address: [REDACTED]	Email address: [REDACTED] 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: Address: Post code 'Phone number: Email address: Reference no.:	Clifford Morris of Paris Smith LLP Number 1 London Road, Southampton SO15 2AE 02380 482482 [REDACTED] CGM/102082/2

6.	Criminal Convictions (all applicants must complete this section)	
	<p>Have you, any partners in the business, any directors of the company, or any other person mentioned in this application, ever been convicted of an offence or been the subject of any enforcement action in relation to a sex establishment?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (please tick)</p> <p>If "yes" you must provide details for each conviction/enforcement action, the date of the conviction/enforcement action, the name and location of the convicting court, offence of which you were convicted/the nature of the enforcement action and the sentence/penalty imposed:</p>	
	(where necessary please use a continuation sheet)	
7.	Have any of the applicants previously been refused a sex establishment licence or had such a licence revoked? If so, give full details on a separate sheet	No
8.	If the applicant is a company, is the applicant a wholly owned subsidiary of another company or corporate body? If so, give full details, including full names and residential address of each director on a separate sheet	No
9.	If the applicant is a company, give the full names and residential addresses of each person who has a shareholding of more than 10% in the company on a separate sheet	<input type="checkbox"/>
10.	Will the business for which the sex establishment licence is sought be carried on for the benefit of any person other than the applicant? If so, give full details on a separate sheet. include company names, registration numbers, full names and residential address of each director or other person to benefit; include all persons with shareholdings greater than 10%	No
11.	Does the applicant operate any other sex establishments, whether licensed or not? If so; please state the name, address and type of sex establishment (sex shop/sex cinema/sexual entertainment venue) on a separate sheet	Yes
	For Your Eyes Only, Old Christchurch Road, Bournemouth, BH1 1NL	

THE PREMISES, VEHICLE, VESSEL OR STALL	
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: 135 – 136 High Street, Southampton Postcode: SO14 2BR
14.	Is the whole of the premises to be used as a sex establishment? Yes 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.)
16.	If the applicant has tenure of the premises other than as freeholder, state: The name and address of the landlord; The amount of the annual rental; The length of the unexpired term The length of notice required to terminate the tenancy
17.	What is the current use of the premises? Sex establishment
18.	Is there planning permission for use of the premises, vehicle, vessel or stall as a sex establishment? Yes If yes, give the date of that permission 01/01/2013
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? Yes If so, give the nature and reference number of each licence: 2020/00073/01SPRD
21.	Is customer access to the premises, vehicle, vessel or stall: Directly from the street? Yes From other premises? No 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? Yes
23.	Give full details of door control and supervision of access to the premises, including whether those controlling access are licensed by the SIA: Access to the premises supervised by SIA approved staff and personnel

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: By Southampton City Council being passed, being photographic ID to constitute a passport, driving licence, prove it card (or current replacement and/or national identity card)
25.	Give full details of any proposed exterior signage, advertising, window displays etc. at the premises - include photographs, illustrations etc.: As already in place
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 already in place
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 conditions attached
(b)	arrangements for the separation of performers and audience: as conditions attached
(c)	what contact, if any is to be permitted between performers and audience will be permitted: as conditions attached
(d)	where sexual entertainment will take place (e.g. open areas, private booths or both): as conditions attached
(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 conditions 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 conditions attached
TYPE OF APPLICATION	
28.	Renewal 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? No If Yes, give full information here:
29.	Variation If variation of an existing licence is sought, give full details here: Variation includes changing the conditions for the SEVL. The variation of conditions attached to the SEVL are those set out in the accompanying document, where the matters in red are to be removed, and the matters in blue are to be new conditions inserted accordingly. 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.
30.	Transfer If the application is for transfer of an existing licence, do you enclose the signed consent of the previous licence holder to the transfer? No

31. Other information in support of the application

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:

The conditions have been agreed between the local Licensing Authority and the Police

MANAGEMENT

32. Give details of the person who will be responsible for the day to day management of the business ("the manager"):

Full name: Rebecca Cocker

Residential address: [REDACTED]

Postcode: [REDACTED]

Date of birth: [REDACTED]

33. 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? Yes

34. Give details of the arrangements for the day to day management of the premises in the absence of the manager: Jonathan Coppenhall, [REDACTED]

include full names, residential addresses and dates of birth of such persons.

35. On what days and at what times will the business will be open:

Day	From	To	Give details of any proposed exceptions to the hours given
(use 24 hour clock)			
Monday	1000	0430	
Tuesday	1000	0430	
Wednesday	1000	0430	
Thursday	1000	0430	
Friday	1000	0430	
Saturday	1000	0430	
Sunday	1000	0430	

36. 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.

37. Payment

(all applicants must complete this section)

I will pay the application fee for a sex establishment licence by:

Debit or credit card Cheque Cash (please tick)

38. Checklist

(all applicants must complete this section)

The form is fully completed, signed and dated by each individual, partner or the company secretary

The fee is enclosed

Continuation sheets, clearly marked to indicate the question numbers, are enclosed

Plans and other documents are enclosed

39. Declaration
(all applicants must complete this section)

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.


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.

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.

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.

More detailed information about the Council's handling of your personal data can be found in its privacy policy, available online (<http://www.southampton.gov.uk/privacy>), or on request.

An individual applicant (section 2) or all partners (section 3) or the company secretary (section 4) must complete this section

Signed:  Dated 14/02/2020
 Name _____
 (please print) EMILY WINS
 Capacity of signatory: DIRECTOR

Signed: _____ Dated _____
 Name _____
 (please print) _____
 Capacity of signatory: _____

Signed: _____ Dated _____
 Name _____
 (please print) _____
 Capacity of signatory: _____

Signed: _____ Dated _____
 Name _____
 (please print) _____
 Capacity of signatory: _____

FOR YOUR EYES ONLY (FYEO) SEXUAL ENTERTAINMENT VENUE LICENCE (SEVL)

Key

- Black Font** – existing conditions on PL to remain
Red Font – Conditions to be considered for removal
Blue Font – Conditions to be considered for inclusion

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 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. Unless permitted by the council 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

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 where licensable activities are authorised 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:
 - 3.8.1. Ensure that the frontage is of a discreet nature
 - 3.8.2. 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 31 days of good evidential quality

5. CCTV Access

- 5.1. Police and authorised officers of the council shall have access to data from the systems (subject to the Data Protection Act 1998) 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 if new 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. The CCTV must be maintained in a satisfactory working condition in order to remain operating under the licence. The CCTV will be deemed to be approved and in a satisfactory working condition if it is installed and operated in accordance with Police guidance of 13.8.13 or as otherwise approved by the Police).

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 following

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 exterior of the premises shall not contain any displays or depictions of the human form (save for council approved trademarks or logos of the business), 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" or "Adult entertainment" or "Gentlemen's Club" on a single plate in characters no higher than 10 cm at the entrance to the premises.
- 7.2. The prices for entrance and any compulsory purchases within the venue shall be clearly displayed on the exterior, or in the lobby, of the premises.
- 7.3. 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.
- 7.4. Rules for customers shall be displayed in prominent areas within the premises, and at each customer table and in the bar area.
- 7.5. 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.
- 7.6. 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.
- 7.7. The use of cruising cars by the premises to solicit for custom and/or transport people to or from the premises is prohibited.
- 7.8. The use of flyers and similar promotional material for the premises which would be contrary to the byelaws is prohibited.

8. Control of Entry to the Premises

- 8.1. 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.
- 8.2. All individuals employed on the premises to conduct a security activity (within the meaning of paragraph 2(1) (a) of Schedule 2 to the Private Security Act 2001) must be licensed by the Security Industry Authority.
- 8.3. Any person who appears to be drunk / intoxicated or under the influence of illegal drugs shall not be permitted entrance to the premises.
- 8.4. A policy of random searches of persons entering the premises shall be operated.
- 8.5. 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 or dealing illegal drugs on the premises shall be removed from the premises or, where possible and appropriate (ie if drug dealing), restrained until the Police can take such person into custody.
- 8.6. The premises shall subscribe to an approved radio system and radios shall be operational at all times the premises is open to the public.

9. Conduct of Performers and Rules relating to performances of sexual entertainment

- 9.1. 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.
- 9.2. 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 Appendix B to this policy.
- 9.3. No changes shall be made to the Dancer's Code of Conduct without the prior written consent of the council and the Police.
- 9.4. 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.
- 9.5. 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.
- 9.6. 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.
- 9.7. Only topless dances are to be carried out in private booths during a sit down, if dancers are requested to do nude dances they must take place in a designated dance booth.

10. Code of Conduct for Customers

- 10.1. 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.
- 10.2. The code shall include the basic criteria as set out in Appendix C to this policy.
- 10.3. The Code of Conduct for Customers shall be displayed in prominent positions

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

10.5. 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.

10.6. 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.

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

10.8. 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 may be banned from the premises.

10.9 All dancers shall be provided with and asked to sign to state they too have received a copy of the code of conduct of customers. This is to save confusion and clearly outline what is and what is not acceptable behaviour. Dancers shall challenge customers if their code is being breached and if the behaviour continues the dancer is to withdraw from the customer and report the behaviour.

10.10 Should a dancer fail to challenge behaviour of a customer, management are to treat this as a disciplinary procedure and incorporate it into the disciplinary policy.

11. Disciplinary Procedure for Performers

11.1. 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.

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

11.3. 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.

11.4 Dancers shall not attract more than 3 such warnings, whether verbal or written in any 12 month period before a more serious sanction is considered

11.5 All dancers shall attend quarterly staff meetings, if a dancer fails to attend such a meeting, the reasons for not attending shall be recorded. The dancers shall face further disciplinary action should they fail to attend two meetings in a row. The meeting will be an opportunity for the management to re-train and advise of the code of conduct and to ensure the dancers have a duty of care to the venue.

12. The Protection of Performers and the Prevention of Crime on the Premises

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

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

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

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

12.5. Private booths must not be fully enclosed. There must be a clear sight-line from outside the booth so that any performance of sexual entertainment can be directly monitored.

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

12.7. Unless monitored by CCTV screen and/ or directly and within 5 metres (or other such distance as agreed by the council) of appropriately trained staff private booths shall be fitted with a panic button or security alarm.

12.8. SIA Security shall monitor the behaviour of both staff and customers to ensure that their actions do not constitute a breach of this licence

If a private booth is being utilised for two consecutive private dances of 30 minutes or more, security shall visit the booth to ensure that both the dancers and customers code of conduct is being adhered to.

13. Record Keeping and Management

13.1. 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.

13.2. 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.

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

13.4. 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

Board of Film Classification. No films classified as R18 shall be shown on the premises.

13.6. A member of the management team shall engage with any customer who has been in a private area for more than 1 hour. The purpose of the engagement is to ensure that his welfare is being considered. Whilst that visit is being conducted, the dancer (s) shall leave the booth / area and be out of the line of sight. This engagement shall then be documented detailing the time, manager's name, and very brief description of engagement.

13.7 Any transaction for £500 or over shall be made at the reception area by the patron and facilitated by a manager. A further welfare engagement check shall be made at this time and documented as in 13.6. No dancer shall be in the immediate area whilst this interaction and payment process is facilitated.

13.8 If a customer is deemed fit as per 13.6 and 13.7 then they shall be spoken to by a manager to advise on amounts spent at a regular threshold. Every time £2500 is spent the customer shall have a recorded conversation with a manager who will advise of the amount reached, no dancer shall be in the immediate area whilst this discussion takes place. This can be on a body worn in a booth if the customer has already or recently been to the front reception desk to make payment as per 13.7. During this conversation the amount spent must be clearly stated and a capacity assessment should be recorded by the manager speaking with the customer.

13.9. A record shall be made of all VIP sit downs conducted by each dancer in the form of a spread sheet. This record is to be maintained daily by the management team. Any dancer earning £1000 or more on a sit down shall have those interactions investigated by the management team. No funds shall be released to that dancer until that investigation has been concluded and signed off.

13.10. CCTV audit checks shall be made by the senior management team. New dancers shall have a minimum of two private dances audited within the two weeks of employment. Each dancer shall have two random private dances viewed every month to ensure that the codes of conduct are being adhered to. A record of this viewing shall be made.

13.11 Any new dancer who has previous experience working in a SEV elsewhere shall inform the management of the previous venues and locations where they have worked. This shall be incorporated into the recruitment process by the management to allow them an opportunity to verify the information provided. Failure to provide this information will invoke the disciplinary procedure

14. Dress Code

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

Annex B

Sexual Entertainment Venues - Code of Conduct for Dancers

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

1.1. There shall be no intentional physical contact between performers and customers during the performance unless for the purpose of restraint when such touch may only be made by the performer's hand/s on the limbs of the customer or above the customer's chest. Physical contact before or after the performance will be limited to a hug and/or kiss on the cheek on a customer entering the club and/or leading a customer by the hand to, or from, an area permitted for performances of sexual entertainment in advance of, or following, a performance and receiving payments.

1.2. The performer may not simulate any sexual act during a performance.

1.3. Performers must not use any inappropriate, lewd, suggestive or sexually graphic language in any public or performance areas of the premises.

1.4. Performers must not touch the breasts, **anus** or genitalia of another performer, at any time as part of a performance.

1.5. 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.

1.6. 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.

1.7. Performers must fully dress (i.e. no nudity) at the end of each performance.

1.8. Performances of sexual entertainment may only take place in designated areas of the premises as agreed in writing by the Council.

1.9. There shall be no photography permitted by customers on the premises.

1.10. Customers must remain seated for the duration of a performance.

1.11. Performers shall not arrange to meet, or have further contact with, customers outside of the premises.

set out in Code shall result in the dancer becoming subject to the consideration of disciplinary action as set out in the Disciplinary Procedure.

Annex C

Sexual Entertainment Venues - Code of Conduct for Customers

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

- 1.1. Customers may not touch dancers during a performance.
- 1.2. Customers may not make lewd or offensive comments to performers.
- 1.3. Customers must not harass or intimidate performers.
- 1.4. Customers must not ask dancers to perform any sexual favour.
- 1.5. Customers may not perform acts of masturbation or indulge in other sexual behaviour.
- 1.6. 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.

Annex D

The licence authorises an additional hour to the terminal hour on change of GMT to BST as well as on the following occasions:

Bank Holiday Friday - Bank Holiday Monday inclusive; and
the day before Christmas Eve until Boxing Day (excluding Christmas Day).
On New Year's Eve the permitted hours are from the terminal hour to the commencement of hours on New Year's Day.

Whilst the premises is operating under this SEVL it shall also adhere to the Licensing Act 2003 premises licence associated with the premises. As such, any breach of the SEVL conditions shall also constitute a breach of the premises licence.