



## LICENSING SUB-COMMITTEE

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MEETING TO BE HELD IN CIVIC HALL, LEEDS ON  
TUESDAY, 8TH NOVEMBER, 2016 AT 10.00 AM

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### MEMBERSHIP

#### Councillors

M Harland	Kippax and Methley;
A Khan	Burmantofts and Richmond Hill;
G Wilkinson	Wetherby;

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**Agenda compiled by:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR  
Tel No: 2243836**

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<b><u>PRELIMINARY PROCEDURES</u></b>  <b>ELECTION OF THE CHAIR</b>	
2			<b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b>  To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)  (*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)	

Item No	Ward	Item Not Open		Page No
3			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1) To highlight reports or appendices which:</p> <p>a) officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>b) To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>c) If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information</p> <p>2) To note that under the Licensing Procedure rules, the press and the public will be excluded from that part of the hearing where Members will deliberate on each application as it is in the public interest to allow the Members to have a full and frank debate on the matter before them.</p>	
4			<p><b>LATE ITEMS</b></p> <p>To identify any applications as late items of business which have been admitted to the agenda for consideration</p> <p>(the special circumstances shall be identified in the minutes)</p>	

Item No	Ward	Item Not Open		Page No
5			<p><b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p> <p><b><u>HEARINGS</u></b></p>	
6	City and Hunslet	10.4(1, 2, 3)	<p><b>APPLICATION FOR THE TRANSFER OF A SEX ESTABLISHMENT LICENCE FOR SILKS, 2 SOVEREIGN PLACE, LEEDS, LS1 4SP</b></p> <p>To consider a report of the Head of Elections, Licensing and Registration which sets out details of a sex establishment licence for the provision of sexual entertainment in the form of lap dancing at Silks, 2 Sovereign Place, Leeds, LS1 4SP.</p> <p>(Report Attached)</p> <p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	1 - 44

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**Report author: Philomena Carville**

**Tel: 0113 247 4095**

## Report of the Head of Elections, Licensing and Registration

### Report to the Licensing Sub Committee

**Date: Tuesday 8<sup>th</sup> November 2016**

**Subject: Application for the Transfer of a Sex Establishment Licence for Silks,  
2 Sovereign Place, Leeds, LS1 4SP**

Are specific electoral Wards affected? <b>City and Hunslet</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: 10.4 (1, 2 & 3)		
Appendix number: B		

## Summary of Main Issues

Members are requested to consider the transfer of a sex establishment licence for the provision of sexual entertainment in the form of lap dancing.

It should be noted that this application was originally brought before Members for consideration on Tuesday 11<sup>th</sup> October 2016. However due to the unexpected absence of one of the Members, the decision was made to adjourn the hearing as the meeting was no longer quorate with only two Members.

The transfer application is made for `Silks`, which operates from 2 Sovereign Place, Leeds LS1 4SP. The current licence was issued for a period of twelve months, expiring on 1<sup>st</sup> May 2017.

The applicant is now seeking to transfer the licence from Red Carpet Leisure (Leeds) Limited, Unit 7, Sheepscar Court, Northside Business Park, Leeds, LS7 2BB into the name of Elizabeth Mary Morris, 12 Oxford Street, East Ardsley, Wakefield WF3 2BT.

Details of the application and the relevant appendices are provided within the report.

### 1.0 Purpose of this Report

1.1 To advise Members of an application made under Section 2 and Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (the Act) for the transfer

of a sex establishment licence for the premises known as Silks, 2 Sovereign Place, Leeds, LS1 4SP.

## **2.0 History of these Premises**

2.1 These premises have held a licence under the Licensing Act 2003 for the provision of regulated entertainment and sale of alcohol since 13<sup>th</sup> March 2009. It is understood that lap dancing has been held at the premises since that time.

## **3.0 The Application**

3.1 Members are required to consider this application for the transfer of a sex establishment licence to authorise the activity of sexual entertainment in the form of lap dancing.

3.2 The application is made by Elizabeth Mary Morris, 12 Oxford Street, East Ardsley, Wakefield WF3 2BT

3.3 The application is for the premises known as `Silks', 2 Sovereign Place, Leeds, LS1 4SP. The ground and first floor are to be covered under the provisions of the licence.

3.4 The hours of operation are:  
22:00hrs until 04:00hrs Sunday to Thursday  
22:00hrs until 05:00hrs Friday and Saturday.

3.5 A partial copy of the application together with a full copy of the licence as effective from 31st March 216 may be found at Appendix A to this report.

3.6 It should be noted that certain information submitted within the application is potentially exempt information under Access to Information Procedure Rule 10.4 (1, 2 and 3) as it includes information which relates to individuals, is likely to reveal the identity of an individual and/or relates to the business affairs of any particular person. As a consequence Members are provided with a full copy of the application contained within a separate appendix B and will be asked to consider exclusion of the press and public from the hearing if those matters are to be discussed.

3.7 The West Yorkshire Police and all ward members have been notified of this application.

3.8 A public notice advertising the application has been displayed at the premises for a period of 21 days and published in the local press as required by the legislation.

3.9 No observations have been received from West Yorkshire Police concerning this application.



#### **4.0 Licence compliance**

4.1 There have been no notable contraventions of the licence or other matters to report.

#### **5.0 Other Matters Relevant to the Application**

5.1 A sex establishment licence will remain in force for up to one year, or for a shorter period should the licensing authority think fit.

5.2 Where, before the date of expiry of a licence, an application has been made for its renewal, it shall be deemed to remain in force notwithstanding that the date has passed until the withdrawal of the application or its determination by the appropriate authority.

#### **6.0 Options Available to Members**

6.1 The licensing sub-committee in considering the application under Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 may take any of the following steps it considers necessary:

- Grant the application as requested attaching the standard conditions.
- Refuse the application on the following mandatory grounds;
  - if the applicant is under the age of 18,
  - if the applicant has a disqualification following the revocation of their licence
  - if the applicant is not-resident in an EEA state,
  - if the applicant is a company not incorporated in an EEA state,
  - if the applicant 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 applicant is made, unless the refusal has been reversed on appeal.
- Refuse the application on one or more of the following discretionary grounds:
  - That the applicant is unsuitable to hold the licence by reason of having been convicted of an offence or for any other reasons;
  - That if the licence were to be granted, renewed or transferred the business to which it relates would be managed by or carried on for the benefit of a person other than the applicant, who would be refused the grant, renewal or transfer of such a licence if he made the application himself;

#### **7.0 Recommendation**

7.1 Members are asked to consider and determine the application.

## **8.0 Appendices**

- Appendix A Copy of the Application
- Appendix B Exempt Information
- Appendix C Standard Conditions.

Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

**Application For The Transfer Of A Sex Establishment Licence**

Local Government (Miscellaneous Provisions) Act 1982 As Amended

**Please read the following instructions**

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

**Section 1 - APPLICANT DETAILS**

1. Is the application for a:

- Sexual Ent. Venue       Sex Shop       Sex Cinema

**Section 2 - APPLICANT DETAILS**

2. Is the applicant:

- An individual (please answer questions 3 and 4)  
 A company or other corporate body (please answer questions 5 to 9)  
 A partnership or other unincorporated body (please answer questions 10 to 12)

**Individual Application**

3. Full name of applicant: [REDACTED]  
 Former or previous names: [REDACTED]  
 Home address: [REDACTED]

Post town: [REDACTED]      Post code: [REDACTED]  
 Telephone numbers: [REDACTED]  
 Date of Birth: [REDACTED]

4. Are there any other persons responsible for the management of the premises/business other than those stated in question 3? Please state their names and addresses:

[REDACTED]



**Company or other corporate body**

5. Name of applicant (company name):  
 Address of registered or principal office:

Post town:      Post code:  
 Registration number:

6. Name and address of the applicant's directors and company secretary (please use additional sheet):

7. Are there any other persons responsible for the management of the premises/business other than those stated in question 5 and 6? Please state their names and addresses:

8. State the names of all persons with a shareholding greater than 10% in the business:

9. Is the business a wholly owned subsidiary or another company or corporate body? If so state the name, place of registration and identity of its director and company secretary.

Partnership or other incorporated body

10. Name and address of applicant:

11. Name and address of applicant's partners:

12. Are there any other persons responsible for the management of the premises/business other than the partners? Please state their names:

All applicants

13. a. Has the applicant been known by any other name? Yes  No   
b. Has the applicant ever been convicted of a criminal offence? Yes  No   
c. Has the applicant ever been refused a sex establishment licence? Yes  No   
d. Has the applicant even had a sex establishment licence revoked? Yes  No   
e. Has the applicant ever been served with a winding up petition? Yes  No

If the answer to any of these questions is yes, please provide details:

Previously known as [REDACTED]

14. Applicants' trading address or head office (other than the premises):

[REDACTED]

15. Will the business for which this licence is sought be carried on for the benefit of a person other than the applicant? Yes  No

If the answer is yes, state the name, address, place of registration, registered number and the identity of all directors, company secretary and those with a greater than 10% shareholding.

16. Does the applicant operate any other sex establishments, licensed or otherwise? Please state name, address, and type of sex establishment of each.

Silks, 18-22 Lloyd Street, Manchester M2 5WA (licenced gentleman's club)

**Section 3 - OPERATING SCHEDULE**

17. Please state the name and address of the business:

Silks, Sovereign Place, Leeds LS1 4SP

18. Has the applicant entered into any written or oral agreement in connection with the business, for example a management agreement, partnership agreement or profit share arrangement? Please provide details Yes  No

19. Please provide details of any lender, mortgage or others providing finance:

n/a

20. Please provide details of any merchandising agreements:

n/a

**Premises management**

21. Please state the name of the person who will be in day to day control of the premises (the manager).

████████████████████

a. Will the manager be based at the premises Yes  No

b. Will the management of the premises be the manager's sole occupation Yes  No

22. Who will be in control of the premises in the manager's absence (relief manager)?

████████████████████

a. Will the relief manager be based at the premises in the absence of the manager? Yes  No

If you have ticked no, please provide details

**Further information**

23. Please set out any further information you wish the authority to take into account.



24. Is there any information on this form you do not wish to be seen by members of the public?  
If so state which information and the reasons why you do not wish it to be seen.

#### Section 4 - CHECKLIST & ENCLOSURES

##### Enclosures

- I have made or enclosed payment of the fee
- I have enclosed a completed form SE5 for each person named in questions 3 to 11
- I have enclosed a completed form SE5 for the Manager and Relief Manager

##### Advertisement

- I declare that I have served a copy of this application on West Yorkshire Police.
- I declare that a public notice advertising this application has today been displayed upon the proposed premises where it may be conveniently read by the public and will remain thereon for a period of 21 days. A copy of the notice (SE6) and the standard declaration (SE7) is enclosed.
- I declare that within seven days of the date of this application a public notice advertising this application will be publicised in the legal notices column of the local press.
- A copy of the relevant press edition will be forwarded to Entertainment Licensing
- I understand that if I do not comply with the above requirements my application will be rejected

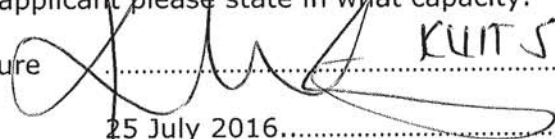
Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on your application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Any person who, in connection with an application for a grant, renewal, variation or transfer of a sex establishment licence, makes a false statement which he knows to be false in any material respect of which he does not believe to be true is guilty of an offence and liable on summary conviction to a fine not exceeding £20,000

## Section 5 - SIGNATURES

Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant please state in what capacity.

Signature .....

 KUIT STEINART LEVY LLP

Date .....

25 July 2016.....

Capacity .....

Solicitors and Authorised Agents.....

Contact Name (where not previously given) and address for correspondence associated with this application

Kuit Steinart Levy LLP  
3 St Mary's Parsonage

Post town Manchester

Post code M3 2RD

Telephone number (if any) 0161 838 7888

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)  
rebeccaingram@kuits.com

### Guidance Notes

1. Please return this completed application form to:  
  
Entertainment Licensing Department  
Civic Hall  
LEEDS  
LS1 1UR
2. Please make cheques/postal orders payable to Leeds City Council.
3. The fee for the transfer of a sex establishment licence is **£776**.
4. The applicant is responsible for serving a copy of this application on the **Licensing Officer, West Yorkshire Police, Leeds District Headquarters, Elland Road, Leeds, LS11 8BU**
5. Copies of this application may be forwarded to West Yorkshire Fire Service who will assess the application and inspect the premises, if necessary, to provide observations in relation to the structure, safety and suitability of the building for the purpose intended.
6. Furthermore, details of this application will be forwarded to the local Ward Members.

For further assistance or information please contact Entertainment Licensing on 0113 247 4095



Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

**Information On Individuals**

Local Government (Miscellaneous Provisions) Act 1982 As Amended

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**PERSONAL DETAILS**

1. Name: [REDACTED]

2. Former name (if any): [REDACTED]

3. Position in relation to applicant (i.e. director, partner, manager): [REDACTED]

4. [REDACTED] Date of Birth: 5. Gender: [REDACTED]

5. Permanent address: [REDACTED]

6. [REDACTED]

If resident at this address for less than 3 years, state previous address:

7. *yes* Have you been resident in the UK for longer than 6 months? Yes FORMCHECKBOX No FORMCHECKBOX

8. *no* Have you ever been disqualified from holding a sex establishment licence? Yes FORMCHECKBOX No FORMCHECKBOX

Please give details

9. *no.* Have you ever been involved in the management of a business, whether as a proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal reviewed or revoked?

- no* a. Sex establishment licence Yes FORMCHECKBOX No FORMCHECKBOX
- no* b. Licence for the supply of alcohol Yes FORMCHECKBOX No FORMCHECKBOX
- no* c. Licence for the provision of entertainment, whether sexual or otherwise Yes FORMCHECKBOX No FORMCHECKBOX



d. Personal Licence under the Licensing Act 2003    Yes FORMCHECKBOX    No FORMCHECKBOX  
Please give details:

no.

10. *no* Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? Yes FORMCHECKBOX No FORMCHECKBOX  
If so, provide details of the date, convicting court, offence and penalty imposed.
11. *no* To your knowledge, are you currently the subject of any criminal investigate? Yes FORMCHECKBOX No FORMCHECKBOX  
If so please give details
12. *no* Have you ever had civil legal action taken against you? Yes FORMCHECKBOX No FORMCHECKBOX  
If so please give details
13. *no* Have you ever been declared bankrupt or entered into an arrangement with creditors or an Individual Voluntary Arrangement?  
If so please give details
14. *no* Have you ever been disqualified from acting as a company director? Yes FORMCHECKBOX No FORMCHECKBOX  
If so please give details
15. *no* Is there any other information which you believe the licensing authority would reasonably expect notice of, or you would like to licensing authority to take into account when considering information you supplied? Yes FORMCHECKBOX No FORMCHECKBOX  
If so please give details

16.

Is there any information in this form which you do not wish to be seen by members of the public? Yes FORMCHECKBOX No FORMCHECKBOX

If so state which information and the reasons why you do not wish it to be seen.

Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on your application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Any person who, in connection with an application for a grant, renewal or transfer of a sex establishment licence, makes a false statement which he knows to be false in any material respect of which he does not believe to be true is guilty of an offence and liable on summary conviction to a fine not exceeding £20,000

**SIGNATURES**

Signature

[Redacted Signature]

Date

7/7/2016

Contact phone number

[Redacted Phone Number]

Contact email

[Redacted Email Address]

Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

**Information On Individuals**

Local Government (Miscellaneous Provisions) Act 1982 As Amended

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**PERSONAL DETAILS**

1. Name: [REDACTED]

2. Former name (if any):

3. Position in relation to applicant (i.e. director, partner, manager): [REDACTED]

4. Date of Birth: [REDACTED] 5. Gender: [REDACTED]

5. Permanent address: [REDACTED]

6. If resident at this address for less than 3 years, state previous address:  
[REDACTED]

7. Have you been resident in the UK for longer than 6 months? Yes  No

8. Have you ever been disqualified from holding a sex establishment licence? Yes  No

Please give details

9. Have you ever been involved in the management of a business, whether as a proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal reviewed or revoked?

a. Sex establishment licence Yes  No

b. Licence for the supply of alcohol Yes  No

c. Licence for the provision of entertainment, whether sexual or otherwise Yes  No

d. Personal Licence under the Licensing Act 2003 Yes  No

Please give details:

**ENTERTAINMENT LICENSING**  
26 JUL 2016  
**RECEIVED**



<p>10. Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? If so, provide details of the date, convicting court, offence and penalty imposed.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>11. To your knowledge, are you currently the subject of any criminal investigate? If so please give details</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>12. Have you ever had civil legal action taken against you? If so please give details</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>13. Have you ever been declared bankrupt or entered into an arrangement with creditors or an Individual Voluntary Arrangement? If so please give details</p>	
<p>14. Have you ever been disqualified from acting as a company director? If so please give details</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>15. Is there any other information which you believe the licensing authority would reasonably expect notice of, or you would like to licensing authority to take into account when considering information you supplied? If so please give details</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>16. Is there any information in this form which you do not wish to be seen by members of the public? If so state which information and the reasons why you do not wish it to be seen.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on your application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.</p> <p>Any person who, in connection with an application for a grant, renewal or transfer of a sex establishment licence, makes a false statement which he knows to be false in any material respect of which he does not believe to be true is guilty of an offence and liable on summary conviction to a fine not exceeding £20,000</p>	
<p><b>SIGNATURES</b></p>	
<p>Signature .....</p>	<p>.....</p>
<p>Date .....</p>	<p>20/07/16 .....</p>
<p>Contact phone number .....</p>	<p>Contact email .....</p>

Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

**Information On Individuals**

Local Government (Miscellaneous Provisions) Act 1982 As Amended

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**PERSONAL DETAILS**

1. Name: [REDACTED]
2. Former name (if any): [REDACTED]
3. Position in relation to applicant (i.e. director, partner, [REDACTED])
4. Date of Birth: [REDACTED] 5. Gender: [REDACTED]
5. Permanent address: [REDACTED]
6. If resident at this address for less than 3 years, state previous address:  
[REDACTED]
7. Have you been resident in the UK for longer than 6 months? Yes  No
8. Have you ever been disqualified from holding a sex establishment licence? Yes  No   
Please give details
9. Have you ever been involved in the management of a business, whether as a proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal reviewed or revoked? *No*
  - a. Sex establishment licence Yes  No
  - b. Licence for the supply of alcohol Yes  No
  - c. Licence for the provision of entertainment, whether sexual or otherwise Yes  No
  - d. Personal Licence under the Licensing Act 2003 Yes  No

Please give details:

**ENTERTAINMENT LICENSING**  
 26 JUL 2016  
**RECEIVED**

10. Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? If so, provide details of the date, convicting court, offence and penalty imposed.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
11. To your knowledge, are you currently the subject of any criminal investigate? If so please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
12. Have you ever had civil legal action taken against you? If so please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
13. Have you ever been declared bankrupt or entered into an arrangement with creditors or an Individual Voluntary Arrangement? If so please give details	NO
14. Have you ever been disqualified from acting as a company director? If so please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
15. Is there any other information which you believe the licensing authority would reasonably expect notice of, or you would like to licensing authority to take into account when considering information you supplied? If so please give details	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
16. Is there any information in this form which you do not wish to be seen by members of the public? If so state which information and the reasons why you do not wish it to be seen.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

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**SIGNATURES**

Signature	[Redacted]
Date	19th July 2016
Contact phone number	[Redacted]
Contact email	[Redacted]



## **Sex Establishment Licence**

Licence Number: **SX/SEV/00012/16/01**

## **Sexual Entertainment Venue**

Licence Issued on: **19th April 2016**

Effective from: **1st March 2016**

Licence Expires on: **1st March 2017**

**Issued under Part 2, Sch 3 of the Local Government (Miscellaneous Provisions) Act 1982**

**Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR**

This licence authorises the following premises:

### **Silks, 2 Sovereign Place, Leeds, LS1 4SP**

To provide relevant entertainment as defined in Schedule 3, Section 2A of the Local Government (Miscellaneous Provisions) Act 1982 during the following hours:

<b>Sunday to Thursday</b>	<b>22:00 - 04:00</b>
<b>Friday &amp; Saturday</b>	<b>22:00 - 05:00</b>

This licence is issued to:

**Red Carpet Leisure (Leeds) Limited, Unit 7, Sheepscar Court, Northside Business Park, Leeds, LS7 2BB**

The activities authorised by this licence must be carried out in accordance with the conditions attached to it.

Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on your application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Licence issued under the authority of Leeds City Council:

Mr Stephen Holder  
Principal Licensing Officer  
Entertainment Licensing  
Elections, Licensing and Registration

Licence produced on 19/05/2016

# Sex Establishment Licence



## Terms and conditions attached to a licence

These are the terms and conditions that are attached to the following Sexual Entertainment Venue licence.

<b>Licence number:</b>	SX/SEV/00012/16/01
<b>Issued Date:</b>	19th April 2016
<b>Expiry Date:</b>	1st March 2017
<b>Premises:</b>	Silks, 2 Sovereign Place, Leeds, LS1 4SP

1. Unless stated otherwise, the licence hereby granted will operate for one year from the date on the licence, after which it will cease to be in effect unless an application for renewal is submitted in the manner prescribed by the council.
2. The licence may be revoked by the council if at any time the holder is convicted of an offence of using the licensed premises, or other premises for which a similar licence has been granted, other than in accordance with the terms, conditions or restrictions of the licence or is convicted of any offence under any enactment defined in paragraph 1 of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 as amended.
3. The licensee will provide (subject to the satisfaction of both the police and the licensing authority), a code of practice for entertainers and code of conduct for customers, and these must be made available upon request to both the police and authorised officers.
4. All rules (code of practice for entertainers, code of conduct for customers, dispersal policies etc) to be prominently displayed on the premises.
5. Price lists will be clearly displayed at each table and at each entrance to the premises.
6. All rules and price lists as described in conditions 4 and 5 must be printed in a manner which is clear and easy to read during the normal operation of the premises.
7. Suitable and sufficient training is to be provided to all staff including the responsible person as described in condition 27. The training of all staff is to be recorded and the training record must be made available upon request to both the police and authorised officers.
8. The name of the premises must be approved by the council in writing. Any change to the name of the premises must be approved by the council in writing.
9. The licence, or a clear copy, will be prominently displayed at all times so as to be readily and easily seen by all persons using the premises, the police, the fire authority and authorised officers of the council. A copy of the conditions attached to the licence will be kept on the premises and be available for inspection by an authorised officer of the council, or the police or fire authority.

10. The premises will only be open to the public during the following hours:

Sunday to Thursday	22:00 - 04:00
Friday & Saturday	22:00 - 05:00
11. Entertainers will only perform on the stage area, or in booths/areas for VIPs as identified on the plan attached to the licence.
12. Relevant entertainment will only be performed by the entertainer. There must be no audience participation.
13. There must be no physical contact between entertainers.
14. Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.
15. Sex toys must not be used and penetration of the genital area by any means must not take place.
16. Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.
17. Customers will not be permitted to throw money at the entertainers.
18. There will be a notice displayed inside each entrance or doorway to the premises, clearly visible on entering the premises, which states the following:

**Strictly No Admittance to Persons Under 18 Years of Age**  
These premises operate a Challenge 25 policy.  
Persons under the age of 25 will be required to show proof of age.
19. The external appearance of the premises must be approved by the council in writing.
20. Any change to the external appearance must be approved by the council. The operator must advise of any change in writing including a drawing of the existing and proposed street elevation. This must be approved by the council before work is undertaken.
21. Access to the licensed area of the premises should be through a lobby area which is constructed in such a way that the inside of the licensed premises where relevant entertainment takes place is not visible to passing members of the public when the doors of the premises are opened.
22. Signage will only be illuminated between 10pm and 6am, and movable signs placed outside the premises will be removed between 6am and 10pm.
23. Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.

24. Leafleting/distribution of flyers will only be permitted in such a way where it does not cause public offence. This is regulated by the paid permit system authorising distribution of free printed material issued by Leeds City Council. The licensee will remove any leaflets from the Highways within a 100 metre radius of the distribution point by 6am in addition to the area surrounding the premises. The licensee will have a flyer distribution policy to be approved by the Council.
25. No access will be permitted through the premises to any other adjoining or adjacent premises except in the case of an emergency.
26. No alterations (including temporary alterations) will be made to the structure and installations on the premises, without the prior written consent of the council. This condition will not require notice to be given in respect of routine maintenance works. Where there is any doubt the licensee should seek advice from the council.
27. The licensee, or a responsible person nominated by him/her in writing for the purpose of managing the venue ("the manager") will have personal responsibility for and be present on the premises whilst relevant entertainment is being performed. Any such nomination will be produced on demand to an authorised officer of the council or the police.
28. The licensee will ensure that any person nominated by him/her under the above:
  - a) has been provided with a copy of the conditions relating to the premises and is fully conversant with them; and
  - b) is in possession of a written nomination referred to above at all times when they are in charge of and present on the premises.
29. The name of the person responsible for the management of the premises, whether the licensee or manager, will be displayed in a conspicuous position within the premises throughout the period during which he/she is responsible for the conduct of the premises.
30. Where the licensee is a body corporate, or an incorporated body, any change of director, company secretary or other person responsible for the management of the body will be notified in writing to the council within 14 days of such a change. Such details as the council may require in respect of the change in personnel will be furnished within 14 days of a request in writing from the council.
31. Where the licensee, director, company secretary, or responsible person nominated for the purpose of managing the venue ('the manager'), is convicted of an offence, they must, as soon as practicable after the conviction, inform the council of the conviction giving details of the nature and date of the conviction, and any sentence imposed.
32. The licensee will retain control over all parts of the premises and will not let, licence or part with possession of any part of the premises. The council must be notified immediately in the event that any part of the premises is affected by the termination of a lease or other event affecting the licensee's control of the premises.
33. The licensee will ensure that the public is not admitted to any part or parts of the premises that has not been approved by the council.
34. No persons under the age of 18 will be admitted to the premises.

35. The licensee will operate a Challenge 25 age verification policy. People under the age of 25 will be required to show proof of ID. A notice to this effect, in accordance with condition 18 will be displayed on the premises.
36. The licence holder will not employ any person under the age of 18 in any capacity.
37. A suitable CCTV system will be operational on the premises at all times when licensed activities are being carried out. The system will cover all public areas including booths and corridors but not including staff changing rooms or toilets. The system will conform to West Yorkshire Police guidelines (as attached to the licence) in respect of business related CCTV equipment. It will be adequately maintained and be capable of transporting recorded material onto removable media.
38. The siting of the CCTV system will be agreed with West Yorkshire Police prior to installation and will comply with that agreement at all times. Changes to the siting and standard of CCTV systems may only be made with the written consent of West Yorkshire Police.
39. CCTV security footage will be made secure and retained for a minimum period of 31 days time to the satisfaction of West Yorkshire Police. CCTV footage will be supplied to the police and authorised officers of the Council on request.
40. At all times that the premises are open to the public there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by the police or an officer from the licensing authority or authorised agent.
41. Suitable numbers of Security Industry Authority registered door staff (numbers to be subject to police and licensing authority approval) will be present on the premises during the performance of relevant entertainment.
42. Entertainers will be aged no less than 18 years.
43. All premises that provide relevant entertainment will be expected to provide new entertainers with a pack of information. This pack will include a copy of the Sex Establishment Licence, including the conditions applied by the Licensing Committee, and the following:
  - a) Details of any other conditions applied by management of the premises
  - b) Details of how to report crime to the relevant authority
  - c) Details of insurance (public liability/personal)
  - d) Details of unions, trade organisations or other bodies that represent the interests of dancers/entertainers
  - e) A copy of the code of practice for entertainers
  - f) A copy of the code of conduct for customers
  - g) Pricing policy
44. The information provided in the pack will be provided in the dressing rooms.

45. All booths/areas for VIPs used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.
46. All booths/areas for VIPs used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.
47. Entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.
48. Any person on the premises who can be observed from outside the premises will be properly and decently dressed.
49. The licensee will ensure entertainers have secure dressing rooms, facilities to secure valuables and proper sanitation facilities available to them.
50. Vehicles must not be used for personal solicitation, touting or advertising and only licensed hackney carriage and private hire vehicles may be used to transport customers to and from the premises.
51. The council may, at the time of grant or renewal of the licence, waive, modify or vary these conditions or impose additional conditions as appropriate.
52. The licensee may apply to the council to vary any of the terms of the licence.
53. Applications to vary conditions of the licence must be advertised by the licensee in the same manner as the application for the issue, renewal or transfer of the licence.
54. Panic alarms are to be fitted to all booths and VIP performance areas.
55. The exterior of the premises shall remain light green.
56. During non-operating hours, i.e. at all those times when this licence is not in use, the premises will be anonymised. The signage must not be illuminated and there will be no other form of advertising including any reference to the name of the premises.
57. During the permitted operating hours of the licence an illuminated sign bearing only the words "Silks - Gentleman's Lounge" may be displayed.
58. Staff employed or subcontracted by the premises will not verbally or otherwise promote, tout or advertise the premises, except by way of flyers. Staff employed or subcontracted by the premises will not direct potential customers to transport connected with the premises.

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## Standard Conditions

## Sexual Entertainment Venues



These conditions may be dispensed with, added to or modified by the council. Where, in these conditions, there is a reference to the consent of the council being required, the consent may include terms, conditions and restrictions as appropriate.

**General**

1. Unless stated otherwise, the licence hereby granted will operate for one year from the date on the licence, after which it will cease to be in effect unless an application for renewal is submitted in the manner prescribed by the council.
2. The licence may be revoked by the council if at any time the holder is convicted of an offence of using the licensed premises, or other premises for which a similar licence has been granted, other than in accordance with the terms, conditions or restrictions of the licence or is convicted of any offence under any enactment defined in paragraph 1 of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 as amended.
3. The licensee will provide (subject to the satisfaction of both the police and the licensing authority), a code of practice for entertainers and code of conduct for customers, and these must be made available upon request to both the police and authorised officers.
4. All rules (code of practice for entertainers, code of conduct for customers, dispersal policies etc) to be prominently displayed on the premises.
5. Price lists will be clearly displayed at each table and at each entrance to the premises.
6. All rules and price lists as described in conditions 4 and 5 must be printed in a manner which is clear and easy to read during the normal operation of the premises.
7. Suitable and sufficient training is to be provided to all staff including the responsible person as described in condition 28. The training of all staff is to be recorded and the training record must be made available upon request to both the police and authorised officers.
8. The name of the premises must be approved by the council in writing. Any change to the name of the premises must be approved by the council in writing.

**Exhibition of the licence**

9. The licence, or a clear copy, will be prominently displayed at all times so as to be readily and easily seen by all persons using the premises, the police, the fire authority and authorised officers of the council. A copy of the conditions attached to the licence will be kept on the premises and be available for inspection by an authorised officer of the council, or the police or fire authority.

### **Hours of opening**

10. The premises will only be open to the public during the following hours:

Monday	Friday
Tuesday	Saturday
Wednesday	Sunday
Thursday	

### **Conduct on the premises**

11. Entertainers will only perform on the stage area, or in booths/areas for VIPs as identified on the plan attached to the licence.
12. Relevant entertainment will only be performed by the entertainer. There must be no audience participation.
13. There must be no physical contact between entertainers.
14. Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.
15. Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.
16. Sex toys must not be used and penetration of the genital area by any means must not take place.
17. Customers will not be permitted to throw money at the entertainers.

### **External appearance**

18. There will be a notice displayed inside each entrance or doorway to the premises, clearly visible on entering the premises, which states the following:

**Strictly No Admittance to Persons Under 18 Years of Age**

This premises operates a Challenge 25 policy.  
Persons under the age of 25 will be required to show proof of age.

19. The external appearance of the premises must be approved by the council in writing.
20. Any change to the external appearance must be approved by the council. The operator must advise of any change in writing including a drawing of the existing and proposed street elevation. This must be approved by the council before work is undertaken.
21. Access to the licensed area of the premises should be through a lobby area which is constructed in such a way that the inside of the licensed premises where relevant entertainment takes place is not visible to passing members of the public when the doors of the premises are opened.
22. Signage will only be illuminated between 10pm and 6am, and movable signs placed outside the premises will be removed between 6am and 10pm.

## **Advertising**

23. Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.
24. Leafleting/distribution of flyers will only be permitted in such a way where it does not cause public offence. This is regulated by the paid permit system authorising distribution of free printed material issued by Leeds City Council. The licensee will remove any leaflets from the Highways within a 100 metre radius of the premises by 6am. The licensee will have a flyer distribution policy to be approved by the Council.

## **Layout of premises**

25. No access will be permitted through the premises to any other adjoining or adjacent premises except in the case of an emergency.
26. No alterations (including temporary alterations) will be made to the structure and installations on the premises, without the prior written consent of the council. This condition will not require notice to be given in respect of routine maintenance works. Where there is any doubt the licensee should seek advice from the council.

## **Management of the premises**

27. The licensee, or a responsible person nominated by him/her in writing for the purpose of managing the venue ("the manager") will have personal responsibility for and be present on the premises whilst relevant entertainment is being performed. Any such nomination will be produced on demand to an authorised officer of the council or the police.
28. The licensee will ensure that any person nominated by him/her under the above:
  - a) has been provided with a copy of the conditions relating to the premises and is fully conversant with them; and
  - b) is in possession of a written nomination referred to above at all times when they are in charge of and present on the premises.
29. The name of the person responsible for the management of the premises, whether the licensee or manager, will be displayed in a conspicuous position within the premises throughout the period during which he/she is responsible for the conduct of the premises.
30. Where the licensee is a body corporate, or an incorporated body, any change of director, company secretary or other person responsible for the management of the body will be notified in writing to the council within 14 days of such a change. Such details as the council may require in respect of the change of personnel will be furnished within 14 days of a request in writing from the council.
31. Where the licensee, director, company secretary, or responsible person nominated for the purpose of managing the venue ("the manager"), is convicted of an offence, they must, as soon as practicable after the conviction, inform the council of the conviction giving details of the nature and date of the conviction, and any sentence imposed.

32. The licensee will retain control over all parts of the premises and will not let, licence or part with possession of any part of the premises. The council must be notified immediately in the event that any part of the premises is affected by the termination of a lease or other event affecting the licensee's control of the premises.
33. The licensee will ensure that the public is not admitted to any part or parts of the premises that has not been approved by the council.
34. No persons under the age of 18 will be admitted to the premises.
35. The licensee will operate a Challenge 25 age verification policy. People under the age of 25 will be required to show proof of ID. A notice to this effect, in accordance with condition 18 will be displayed on the premises.
36. The licence holder will not employ any person under the age of 18 in any capacity.

### **Safety and security**

37. A suitable CCTV system will be operational on the premises at all times when licensed activities are being carried out. The system will cover all public areas including booths and corridors but not including staff changing rooms or toilets. The system will conform to West Yorkshire Police guidelines (as attached to the licence) in respect of business related CCTV equipment. It will be adequately maintained and be capable of transporting recorded material onto removable media.
38. The siting of the CCTV system will be agreed with West Yorkshire Police prior to installation and will comply with that agreement at all times. Changes to the siting and standard of CCTV systems may only be made with the written consent of West Yorkshire Police.
39. CCTV security footage will be made secure and retained for a minimum period of 31 days time to the satisfaction of West Yorkshire Police. CCTV footage will be supplied to the police and authorised officers of the Council on request.
40. At all times that the premises are open to the public there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by the police or an officer from the licensing authority or authorised agent.
41. Suitable numbers of Security Industry Authority registered door staff (numbers to be subject to police and licensing authority approval) will be present on the premises during the performance of relevant entertainment.

### **Staff welfare**

42. Entertainers will be aged no less than 18 years.

43. All premises that provide relevant entertainment will be expected to provide new entertainers with a pack of information. This pack will include:
  - a) A copy of the Sex Establishment Licence, including the conditions applied by the Licensing Committee.
  - b) Details of any other conditions applied by management of the premises
  - c) Details of how to report crime to the relevant authority
  - d) Details of insurance (public liability/personal)
  - e) Details of unions, trade organisations or other bodies that represent the interests of dancers/entertainers
  - f) A copy of the code of practice for entertainers
  - g) A copy of the code of conduct for customers
  - h) Fining policy
  - i) Pricing policy
44. The information provided in the pack will be provided in the dressing rooms.
45. All booths/areas for VIPs used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.
46. All booths/areas for VIPs used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.
47. Entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.
48. Any person on the premises who can be observed from outside the premises will be properly and decently dressed.
49. The licensee will ensure entertainers have secure dressing rooms, facilities to secure valuables and proper sanitation facilities available to them.
50. The management will maintain a register which details any fines imposed on entertainers which will include the date, type of misdemeanour and amount fined.

### **Vessels, stalls and vehicles**

51. Vehicles will not be used to obtain custom by means of personal solicitation or touting in such a way that causes concern or offence to the public or the licensing authority.
52. Any vehicle used to advertise the premises must comply with the advertising conditions. All forms of advertising on vehicles must be approved by the council prior to use.
53. Vehicles used to transport customers to or from the premises may require a licence issued by Leeds City Council Taxi and Private Hire Licensing or the Department for Transport. Details of any vehicles brought into service must be notified to the council in writing and details of any relevant licence issued by Leeds City Council Taxi and Private Hire Licensing, or the Department for Transport must be produced in advance of the vehicle being used.

### **Variation of conditions**

54. The council may, at the time of grant or renewal of the licence, waive, modify or vary these conditions or impose additional conditions as appropriate.
55. The licensee may apply to the council to vary any of the terms of the licence.
56. Applications to vary conditions of the licence must be advertised by the licensee in the same manner as the application for the issue, renewal or transfer of the licence.

### **Contact details**

Entertainment Licensing Section	Phone:	0113 247 4095
Leeds City Council	Fax:	0113 224 3885
Civic Hall	Website:	<a href="http://www.leeds.gov.uk/licensing">www.leeds.gov.uk/licensing</a>
Leeds	Email:	<a href="mailto:entertainment.licensing@leeds.gov.uk">entertainment.licensing@leeds.gov.uk</a>
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