

SE1

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

### **Application For 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.

All questions must be answered, save where otherwise stated. If relevant questions are not answered, the application will be deemed incomplete and returned to the applicant.

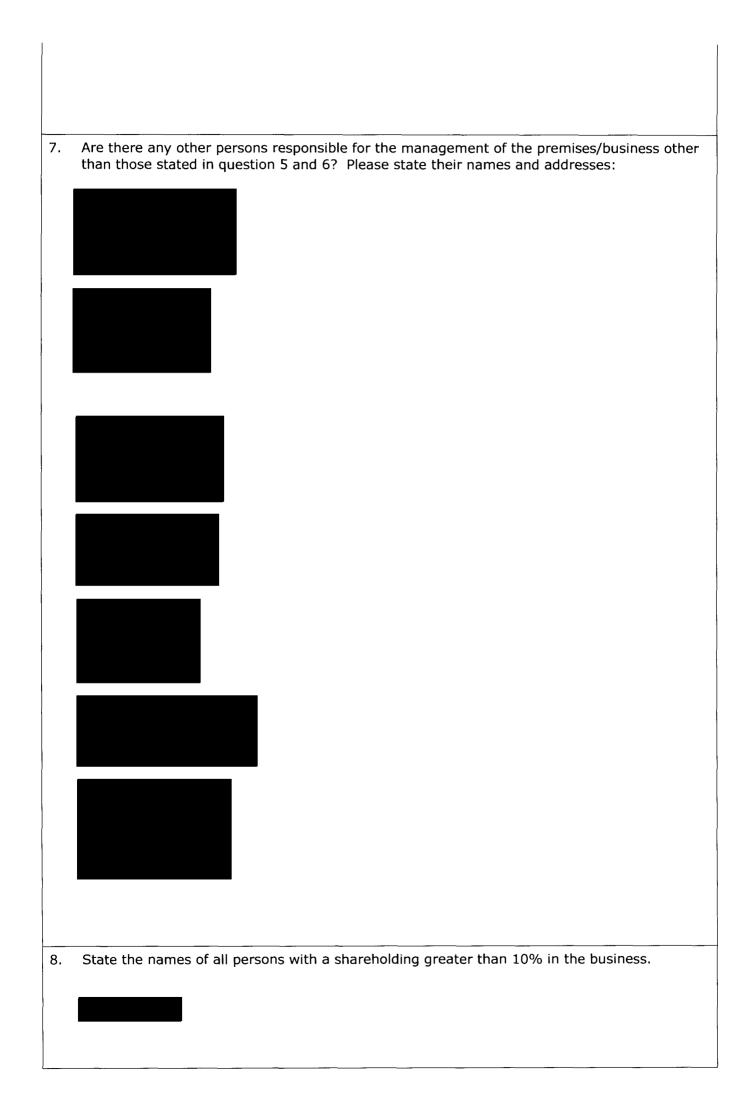
Any person who, in connection with an application for a grant of a sex establishment licence makes a false statement which he knows to be false in any material respect of which he does not believe to be true is guilty of an offence and liable on summary conviction to a fine not exceeding £20,000.

| Section 1 - APPLICATION DETAILS |   |  |             |                       |             |                              |  |
|---------------------------------|---|--|-------------|-----------------------|-------------|------------------------------|--|
| 1.                              | Is the  | s the application for a:                                       |             |                       |             |                              |  |
|                                 | $\boxtimes$   | Sexual Entertainment Venue                                     |             | Sex Shop              |             | Sex Cinema                   |  |
|                                 |   | Grant  | $\boxtimes$ | Renewal               | $\boxtimes$ | Variation                    |  |
|                                 | If the a  | application is for a variation,                                | please      | state the nature of t | he vari     | ation:                       |  |
|                                 | The applicant is also seeking permission to vary the SEV licence. The applicant wishes to move the entrance to the club from the main street namely, The Headrow, to the side street namely Park Cross Street. Enquiries have been made with the Leeds Street Names and Numbering Department to obtain a new official address on Park Cross Street and the department does not anticipate any problems with this request should the variation be granted.  This variation would ensure that those seeking to use the club would have to enter the premise on a side street, which has restricted vehicular access. In addition, the proposed new entrances. |  |             |                       |             |                              |  |
|                                 | is also set back from the side street and it is also appropriately monitored by means of CCT cameras.   |  |             |                       |             |                              |  |
|                                 | The applicant is also investing in new removable signage, which will mean that there will no display of the nature of the club during the day, even at the new entrance on Park Cro Street. All signage will be removed from the side of the building on The Headrow.   |  |             |                       |             | entrance on Park Cross       |  |
|                                 |   | olying for this variation, the a<br>general members of the pul |             | t is seeking to reduc | e the p     | rofile and visibility of the |  |
|                                 |   |  |             |                       |             |                              |  |
|                                 |   |  |             |                       |             |                              |  |
|                                 |   |  |             |                       |             |                              |  |
|                                 |   |  |             |                       |             |                              |  |

### Section 2 - APPLICANT DETAILS

2. Is the applicant:

| 1    | ☐ An individual  | (please answer questions 3 and 4)  |
|------|--|------------------------------------|
| 1    | □ A company or other corporate body  | (please answer questions 5 to 9)   |
| j    | ☐ A partnership or other unincorporated body   | (please answer questions 10 to 12) |
| Indi | vidual Application   |                                    |
| 3.   | Full name of applicant (individual):   |                                    |
|      | Former or previous names:  |                                    |
|      | Home address: N/A  |                                    |
|      | Post town:   | Post code:                         |
|      | Telephone numbers:   |                                    |
| }    | Date of birth: ~   |                                    |
|      |  |                                    |
| 4.   | Are there any other persons responsible for the rather than those stated in question 3? Please state the |                                    |
|      | N/A  |                                    |
|      |  |                                    |
| 1    |  |                                    |
|      |  |                                    |
|      |  |                                    |
|      |  |                                    |
|      | pany or other corporate body   |                                    |
| 5.   | Name of applicant (company name): <b>Felimor</b>   | e Limited                          |
|      | Address of registered or principal office:   |                                    |
|      | Suite 1 Third Floor,<br>Jubilee Chambers<br>163-167 The Headrow  |                                    |
|      |  |                                    |
|      |  |                                    |
| ]    |  |                                    |
|      | Post town: <b>Leeds</b>  | Post code: LS1 2QS                 |
| 9    | Registration number: 06232785  |                                    |
| 6.   | Name and address of the applicant's directors additional sheet):   | and company secretary (please use  |
|      |  |                                    |
|      |  |                                    |
|      |  |                                    |
|      |  |                                    |
|      |  | 1                                  |
|      |  |                                    |
| }    |  |                                    |
|      |  |                                    |
| 1    |  |                                    |



| r   |   |                          |
|-----|---|--------------------------|
| 9.  | Is the business a wholly owned subsidiary or another company or corporate boo   |                          |
|     | the name, place of registration and identity of its directors and company secret  | ary.                     |
|     | NO  |                          |
|     |   |                          |
|     |   |                          |
| Par | tnership or other unincorporated body   |                          |
| 10. | Name and address of applicant:  |                          |
|     |   |                          |
| 11. | Names and addresses of applicant's partners (please use additional sheet):  |                          |
|     | N/A   |                          |
| 12  | And the contract of the property of the property of the property of   |                          |
| 12. | Are there any other persons responsible for the management of the premises/t than the partners? Please state their names and addresses:           | ousiness other           |
|     |   |                          |
|     |   |                          |
| i   |   |                          |
|     |   |                          |
| 411 |   |                          |
|     | applicants  | Vac 🗆 Na 🕅               |
| 13. | <ul><li>a. Has the applicant ever been known by any other name?</li><li>b. Has the applicant ever been convicted of a criminal offence?</li></ul> | Yes ☐ No ☒<br>Yes ☐ No ☒ |
|     | c. Has the applicant ever been refused a sex establishment licence?   | Yes ☐ No ☒               |
|     | d. Has the applicant ever 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:   |                          |
|     |   |                          |
| 14. | Applicants' trading address or head office (other than the premises)  |                          |

|      | Fellmore Limited   |
|------|--|
|      | Suite 1 Third Floor,   |
|      | Jubilee Chambers   |
|      | 163-167 The Headrow<br>Leeds   |
|      | LS1 2QS  |
|      |  |
|      |  |
| 15.  | Will the business for which this licence is sought be carried on for the benefit Yes $\square$ No $\boxtimes$ of a person other than the applicant?  |
|      | 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. |
|      | N/A  |
|      |  |
|      |  |
|      |  |
| 16.  | Does the applicant operate any other sex establishments, licensed or otherwise? Please state name, address, and type of sex establishment of each.   |
|      |  |
|      | NO   |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |
| Sect | tion 3 - PREMISES DETAILS  |
| 17.  | Please state the name the business will be known as:   |
|      |  |
|      | The Red Leopard - Direktors  |
|      |  |
| 18.  | Is the premises a ☒ Premises ☐ Vehicle ☐ Vessel ☐ Stall  |
| 19.  | Where is it proposed to use the vehicle, vessel or stall?  |
|      |  |
|      |  |
| 20.  | In the case of a sex shop, does the company propose to only operate on Yes $\square$ No $\boxtimes$  |
| 20.  | the internet? (if yes answer questions 20 to 28 only)  |
| 21.  | Premises address   |
|      | The Red Leopard  |
|      | 163- 167 The Headrow   |
|      | Dock town 1 and 2 Dock and 101 200   |
|      | Post town Leeds Post code LS1 2QS  |
|      | Telephone number at premises   |

| 22. | Which part of the premises is to be used as a sex establishment?   |                 |  |  |
|-----|--|-----------------|--|--|
|     | Ground floor- Bar area, pole dancing on stage, nudity on stage only or private First floor- 8 private VIP rooms with nudity in those rooms | booth           |  |  |
|     | See plans attached   |                 |  |  |
| 23. | Is the applicant ☐ owner ☒ lessee ☐ sub-lessee ☐ other   |                 |  |  |
| 24. | If the applicant rents the property state:   |                 |  |  |
|     | a. Name and address of landlord  |                 |  |  |
|     |  |                 |  |  |
|     |  |                 |  |  |
|     |  |                 |  |  |
|     |  |                 |  |  |
|     | b. Name and address of the superior landlord:  |                 |  |  |
|     |  |                 |  |  |
|     |  |                 |  |  |
|     | c. Total annual rental: £146 263   |                 |  |  |
|     | d. Length of unexpired term: 12 Years no break   |                 |  |  |
|     | e. Notice required to terminate tenancy: must run to full term   |                 |  |  |
| 25. | Please provide details of the building management company (if appropriate):  |                 |  |  |
|     | N/A  |                 |  |  |
|     |  |                 |  |  |
|     |  |                 |  |  |
| 26. | State the current use of the premises:   |                 |  |  |
|     | Sexual Entertainment, Alcohol and Public Music, Singing and Dancing  |                 |  |  |
| 27. | Has planning permission, or a certificate of lawful use, been obtained for the use of the proposed premises?                               | Yes ⊠ No 🗌      |  |  |
| 28. | Can members of the public access the premises:   |                 |  |  |
|     | a. Directly from the street?   | Yes 🛛 No 🗌      |  |  |
|     | b. From other premises?  | Yes ☐ No 🗵      |  |  |
|     | c. Not at all? (internet sales only)   | Yes ☐ No 🏻      |  |  |
| 29. | a. Numbers of door supervisors:  |                 |  |  |
|     | Sunday-Thursday 1 supervisor per night (on average 20-40 persons throughout the whole evening)   |                 |  |  |
|     | Friday – Saturday 2-3 supervisors per night (on average 120-200 persons throwhole evening)   | oughout the     |  |  |
|     | b. Hours door supervision in place: 9.30pm - 5am Sunday to Thursday (there person leaves)  | until last      |  |  |
|     | Hours door supervision in place: 9.30pm - 6am Friday and Saturday (there un leaves)  | til last person |  |  |

| 30.  | Are the premises currently being used as a sex establishment? Yes ☒ No ☐  |
|------|---|
| ]    | Please provide details of the business currently operating the business:  |
|      |   |
|      | SEV club providing sexual entertainment and serving alcohol.  |
|      |   |
|      |   |
| 31.  | Are the premises licensed under any other Act such as the Licensing Act 2003? Yes 🖂 No 🗌 Please state the name of the designated premises supervisor.   |
|      |   |
|      |   |
| G    | Your A COREDATING COLLEGE IS  |
| 32.  | tion 4 - OPERATING SCHEDULE  Opening hours: (If internet sales only please tick here  and continue to Q39)  |
| ٥٤.  | Monday 22.00-04.00 Friday 22.00-05.00   |
|      | Tuesday 22.00-04.00 Saturday 22.00-05.00  |
|      | Wednesday 22.00-04.00 Sunday 22.00-04.00  |
|      | Thursday 22.00-04.00  |
| 33.  | Has the applicant entered into any written or oral agreement in connection  Wes No with the business, for example a management agreement, partnership agreement or profit share arrangement? Please provide details |
|      | a. Please provide details of any lender, mortgage or others providing finance:  |
|      |   |
|      |   |
|      | N/A   |
|      |   |
|      |   |
|      | b. Please provide details of any merchandising agreements:  |
|      | N/A   |
|      |   |
| i    |   |
| Ĺ    |   |
| Dra  | mises management  |
| 34.  | Please state the name of the person who will be in day to day control of the premises (the  |
| J-1. | 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 $\boxtimes$ No $\square$  |
| 35.  | Who will be in control of the premises in the manager's absence (relief manager)?   |
|      |   |
| 1    |   |

|      | a. Will the relief manager be based at the premises in the absence of the Messel No $\Box$ manager?  |
|------|--|
|      | If you have ticked 'no' to any of the above, please provide details  |
|      | (Please complete an SE5 form for each person mentioned in this section)  |
| Exte | ernal appearance and advertising   |
| 36.  | Please describe the proposed exterior signage and advertising. Please include nature, content and size of each sign and any images to be used:   |
|      | All of the front signage is to be removed and replaced at the new entrance. The removable signage is 5ft x 2ft, rectangular (to be placed above the doorway of the new entrance), with spot lights above it.   |
|      | Image enclosed.  |
|      | Please note that a drawing/photo of the front elevation is required to be submitted with this application- see attached  |
| 37.  | Please describe how the interior of the premises is obscured to passers by:  |
|      | The windows are blacked out. There are no signs in the window or graphics on them. Also when the door opens at the new entrance (on Park Cross Street), the entrance to the club is set back and there is a public foyer area, in order to access the main parts of the club entrants would be required to go through the foyer and turn left up three steps before the club ground floor is even visible. The main entrance is therefore very secluded. |
| 38.  | Please describe any proposed window displays: none   |
|      |  |

| 39.  | Please describe how the business is to be advertised, i.e. business cards, billboard advertising, personal solicitation, advertising on motor vehicles, radio or television advertising:                                  |
|------|---|
|      | The business is advertised through leaflets. These are distributed only within the permitted areas of Leeds licensing free printed material distribution scheme. (A6 size low profile and low impact)                     |
|      |   |
|      |   |
|      |   |
| _    |   |
| Poli | cies and Operating Schedule   |
| 40.  | Please provide details of the age verification policy:  |
|      | The business operates a strict Challenge 25 policy. If a patron appears to be 25 years old or younger, they are challenged and required to produce photo ID verification that they are over 18 years of age.              |
|      |   |
| 41.  | Please provide details of the CCTV arrangements:  |
|      | 2 outside the door leading to street (The Headrow) Inside 2 x new entrance  |
|      | CCTV comprises of three 16 channel hard disc recorders, retaining in excess of 31 days footage on each recorder from 46 installed cameras with infra-red capability. For further details please see attached CCTV policy. |
| 42   |   |
| 42.  | State measures to be taken to prevent nuisance to residents and businesses in the vicinity:   |
|      | Dispersal policy- see attached  |
|      |   |
| 43.  | State measures to be taken to promote public safety:  |
|      | Door staff and security in place – see attached policy.   |
| 44.  | State measures to be taken to prevent crime and disorder:   |
|      |   |

|     | Door staff, security, CCTV – see attached policies.   |
|-----|---|
|     |   |
|     |   |
| 45. | State measures to be taken to protect children from harm:   |
|     | Opening hours, none display of sign during the day. Photo ID of all dancers is checked for proof of being over 18 years of age.   |
|     |   |
| 46. | State measures to ensure employees age and right to work in the UK:   |
|     | ID - passports and photo ID if non EEC nationals then check work permits also. Rigorous checking of photo ID and passports for proof of age and residence status. Where non-UK nationals rigorous checking of right to work and immigration status. |
|     | Copies are taken and retained in our files of all relevant documents. Our policy is that if there is any doubt in relation to a person's age or right to work status, we will refuse them the opportunity to work.                                  |
|     |   |
|     |   |
|     |   |
|     |   |
|     |   |
| 47. | Describe training and welfare policies:   |
|     |   |
|     | See attached.   |
|     |   |
|     |   |
|     |   |
|     |   |
| L   |   |
| App | olications for Sexual Entertainment Venues Only   |
| 48. | Is the proposal for full nudity? Yes ⊠ No □   |
| 49. | Describe the nature of the entertainment, e.g. lap-dancing, pole dancing, stage strip-tease:  |

Lap Dance

|   |     | Striptease Pole dancing Private dance  |
|---|-----|--|
|   |     |  |
|   |     |  |
|   |     |  |
|   | 50. | Please enclose a copy of the code of practice performers must abide by (or equivalent document), and describe how performers will be monitored to ensure compliance:   |
|   |     | See enclosed   |
|   |     |  |
|   |     |  |
|   |     |  |
| - |     | Diagram and a second of an dust make a second of the first second of the |
|   | 51. | Please enclose a copy of the code of conduct customers must abide by (or equivalent document), and describe how customers will be monitored to ensure compliance:  |
|   |     | See enclosed   |
|   |     |  |
|   |     |  |
|   |     |  |
|   | 52. | Please enclose a copy of the welfare policy for performers (or equivalent document) and describe how this will be distributed.   |
|   |     | See enclosed   |
|   |     |  |
|   | 53. | Does the business intend to provide vehicles to transport customers or $$\operatorname{Yes} \boxtimes \operatorname{No} \square$$ performers to and from the premises?   |
|   |     | Royal Cars Leeds registered Private Hire Firm. Please see copy of licence.   |
|   |     | Please enclose copies of the relevant licences issued by Taxi and Private Hire Licensing.  |

### **Further information**

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

The applicant is seeking to be proactive in addressing the concerns of the local authority and some members of the community regarding the visibility of SEVs in Leeds. The removal of all signage from The Headrow in addition to moving the main entrance onto Park Cross Street should alleviate those concerns.

In addition, the club takes its responsibilities towards the performers, customers and the wider public very serious, as can be evidenced by the clear policies and procedures attached to this application. The applicant respectfully seeks a renewal and variation of its existing SEV licence.

55. 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.

The home addresses of directors and managers

| Section 5 - CHECKLIST & ENCLOSURES   |             |
|--|-------------|
| Enclosures   |             |
| I have made or enclosed payment of the fee   | $\boxtimes$ |
| I have enclosed three sets of plans of the premises  | $\boxtimes$ |
| I have enclosed a drawing of the street elevation of the premises  | $\boxtimes$ |
| I have enclosed a completed form SE5 for each person named in questions 3 to 11  | $\boxtimes$ |
| I have enclosed a completed form SE5 for the Manager and Relief Manager  | $\boxtimes$ |
| I have enclosed a copy of the company's staff welfare policy   | $\boxtimes$ |
| I have enclosed a copy of the code of practice for dancers (if appropriate)  | $\boxtimes$ |
| I have enclosed a copy of the code of conduct for customers (if appropriate)   | $\boxtimes$ |
| I have enclosed a copy of the Dancers Information Pack (if appropriate)  | $\boxtimes$ |
| I have enclosed a copy of the licences for vehicles used in connection with the business (if appropriate).   | $\boxtimes$ |
| Advertisement  |             |
| I declare that I have served a copy of this application on West Yorkshire Police.  | $\boxtimes$ |
| 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.  | $\boxtimes$ |
| 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.   | $\boxtimes$ |
| A copy of the relevant press edition will be forwarded to Entertainment Licensing  | $\boxtimes$ |
| I understand that if I do not comply with the above requirements my application will be rejected   | $\boxtimes$ |
| 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 dete 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 | 6 - | SI | GN | ATL | JRES |

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

Date ...30.09.2013.....

Capacity

...Solicitor.....

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

Kher Solicitors

Oakwood House

637 Roundhay Road

Post town Leeds

Post code LS8 4BA

Telephone number (if any) 2920660

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

Satpal@khersolicitors.co.uk yasmin@khersolicitors.co.uk

#### **Guidance Notes**

1. Please return this completed application form to:

Entertainment Licensing Civic Hall LEEDS LS1 1UR

- Please make cheques and postal orders payable to Leeds City Council.
- The fee for the grant of a new or renewal of sex establishment licence is £2,886. The fee for a variation is £927.
- 4. The applicant is responsible for serving a copy of this application on the Licensing Officer, West Yorkshire Police, Millgarth Police Station, Millgarth Street, Leeds LS2 7HX.
- 5. The licensing authority may forward copies of this application to the West Yorkshire Fire and Rescue 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.
- 7. Requirements for layout plan

The plan must show:

- 1. The layout of the premises including, e.g. stage, bars, cloakroom, WCs, performance area, dressing rooms.
- 2. The extent of the boundary of the premises outlined in red
- 3. The extent of the public areas outlined in blue
- 4. Uses of different areas in the premises, e.g. performance areas, reception, staff facilities.
- 5. Structures or objects (including furniture) which may impact on the ability of individuals to use exits or escape routed without impediment.
- 6. Location of points of access to and egress from the premises.

- 7. Any parts used in common with other premises.
- 8. Position of CCTV cameras
- 9. Where the premises includes a stage or raised area, the location and height of each stage or area relative to the floor.
- 10. The location of any steps, stairs, elevators or lifts.
- 11. The location of any public conveniences, including disabled WCs.
- 12. The location and type of any fire safety and other safety equipment.
- 13. The location of the kitchen (if applicable).
- 14. The location of emergency exits.

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

## Sex Establishment Licence

# **Sexual Entertainment Venue**

Licence Number: SX/SEV/00010/12/01

Licence Issued on: 11th September 2012

Effective from: 1st October 2012

Licence Expires on: 30th September 2013

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:

Red Leopard, Jubilee Hotel, 163 - 167 The Headrow, Leeds, LS1 2QS

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

 Sunday to Thursday
 22:00 - 04:00

 Friday & Saturday
 22:00 - 05:00

This licence is issued to:

Fellmore Limited, Suite 1, 3rd Floor, Jubilee Chambers, 163-167 The Headrow, Leeds, LS1 2QS

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 Matthew Nelson Licensing Officer

Entertainment Licensing Licensing and Registration

Licence produced on 25/09/2012

# 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.

Licence number: SX/SEV/00010/12/01

**Issued Date:** 11th September 2012

**Expiry Date:** 30th September 2013

**Premises:** Red Leopard, Jubilee Hotel, 163 - 167 The Headrow,

Leeds, LS1 2QS

- 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. 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.
- 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) Fining policy
- h) 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.
- 51. 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.
- 52. 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.
- 53. The licensee may apply to the council to vary any of the terms of the licence.
- 54. 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.
- 55. The designated yard area will only be used as a smoking area for the dancers who will be covered up at all times with the knee length robes supplied by the licensee. No unsupervised contact to take place between the dancers and customers when on smoking breaks.
- 56. No street furniture except a carpet with appropriate rope or rail will be placed outside the premises.
- 57. Panic alarms are to be fitted to all booths and VIP performance areas.