



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 application for a:

- |  |   |                                     |
|--|---|-------------------------------------|
| <input checked="" type="checkbox"/> Sexual Entertainment Venue | <input type="checkbox"/> Sex Shop           | <input type="checkbox"/> Sex Cinema |
| <input type="checkbox"/> Grant                                 | <input checked="" type="checkbox"/> Renewal | <input type="checkbox"/> Variation  |

If the application is for a variation, please state the nature of the variation:

**Section 2 - APPLICANT DETAILS**

2. Is the applicant:

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> An individual                                | (please answer questions 3 and 4)  |
| <input checked="" type="checkbox"/> A company or other corporate body | (please answer questions 5 to 9)   |
| <input type="checkbox"/> A partnership or other unincorporated body   | (please answer questions 10 to 12) |

**Individual Application**

3. Full name of applicant (individual):

Former or previous names:

Home address:

Post town:

Post code:

Telephone numbers:

Date of birth:

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:

**Company or other corporate body**

5. Name of applicant (company name):

Bean Leisure Trading A Limited

Address of registered or principal office:

153-155 The Headrow

Post town: Leeds

Post code: LS1 5RB

Registration number: 08353634

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

[REDACTED]

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:

[REDACTED]

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

[REDACTED]

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 directors and company secretary.

Yes, Bean Leisure Trading A Limited, is wholly owned by Barbella Limited, Registered Address: 46 Stoneleigh Court, Leeds, LS17 8FN.

**Partnership or other unincorporated body**

10. Name and address of applicant:

11. Names and addresses of applicant's partners (please use additional sheet):

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

**All applicants**

13. a. Has the applicant ever 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 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)

153-155 The Headrow  
Leeds  
LS1 5RB

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.

No

### Section 3 - PREMISES DETAILS

17. Please state the name the business will be known as:

Wildcats

18. Is the premises a  Premises  Vehicle  Vessel  Stall

19. Where is it proposed to use the vehicle, vessel or stall?

N/A

20. In the case of a sex shop, does the company propose to only operate on the internet? (if yes answer questions 20 to 28 only) Yes  No  **N/A**

21. Premises address

153-155 The Headrow

Post town Leeds

Post code LS1 5RB

Telephone number at premises

22. Which part of the premises is to be used as a sex establishment?

All three floors consisting of basement, ground floor and first floor.

23. Is the applicant  owner  lessee  sub-lessee  other

24. If the applicant rents the property state:

a. Name and address of landlord

[REDACTED]

b. Name and address of the superior landlord:

[REDACTED] row

- c. Total annual rental: £129,500.00  
 d. Length of unexpired term: 1 June 2028  
 e. Notice required to terminate tenancy: N/A

25. Please provide details of the building management company (if appropriate):

Managed by Landlord's business which also operates from the premises - [REDACTED]

26. State the current use of the premises:

Sexual Entertainment Venue

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: Always a minimum of two SRA trained doorstaff when the premises is open to the public.

b. Hours door supervision in place:

All open/trading hours

30. Are the premises currently being used as a sex establishment? Yes  No

Please provide details of the business currently operating the business:

Wildcats has operated since 2007.

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.

[REDACTED]

#### Section 4 - OPERATING SCHEDULE

32. Opening hours: (If internet sales only please tick here  and continue to Q39)

Monday 2200-0400	Friday 2200-0500
Tuesday 2200-0400	Saturday 2200-0500
Wednesday 2200-0400	Sunday 2200-0400
Thursday 2200-0400	

33. 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

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

b. Please provide details of any merchandising agreements:

N/A

### Premises management

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

..... [REDACTED] .....

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

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

..... [REDACTED] .....

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

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)

### External 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:

There will be no logo/wording/name of the premises on the front of the premises. (please see attached drawing of proposed front elevation)

There are four clear glass windows. In these windows are dark plum curtains.

In one window there is a table and chair with a bottle of champagne on the table, to meet the requirements of the planning decision.

Please note that a drawing/photo of the front elevation is required to be submitted with this application

37. Please describe how the interior of the premises is obscured to passers by:

The main doors are to be greyed out, which blocks the glass so that you can not see in. Through the main doors it leads into a staffed entrance lobby with a sign saying 'Please be aware you are entering a sexual entertainment venue' (which is not visible from the outside of the premises. There is then a further set of doors through into the main club.

38. Please describe any proposed window displays:

There are four clear glass windows. In these windows are dark plum curtains.

In one window there is a table and chairs with a bottle of champagne on the table, to meet the requirements of the planning decision.

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:

We will have discreet business cards with the name and address of the venue but with no images.

There will be no billboard advertising.

There will be no advertising on motor vehicles.

There will be no advertising on radio or television.

There will be no moveable signs placed outside the premises.

### **Policies and Operating Schedule**

40. Please provide details of the age verification policy:

A rigid Challenge 25 Policy will be in force with there be strictly no admittance to those under the age of 18.

Only photographic identification will be permitted. Those that will be accepted will be as per Home Office guidelines. A refusals log book is kept on the premises. Prominent notices are displayed at the entrance and in the bar area in respect of age limits.

41. Please provide details of the CCTV arrangements:

A full 41 camera digital CCTV system is installed. This 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 conforms to West Yorkshire Police guidelines in respect of business related CCTV equipment. It will be adequately maintained and be capable of transporting material on to removal media.

Change to the siting and standard of CCTV system may only be made by written consent of West Yorkshire Police. All images are retained for a period of 31 days. CCTV footage will be supplied to the Police and authorised officers of the Council on request. Three monitors can be found in the manager's downstairs office that can view all cameras. One monitor on reception that can be flicked into an individual camera. There is facility to remote view should management require.

Staff will be trained in its use and at all times the premises are open there will be a member of staff on duty who is conversant with operating the CCTV system and is able to download immediately any footage requested by the Police or an office from the Licensing Authority or authorised agent.

42. State measures to be taken to prevent nuisance to residents and businesses in the vicinity:

1. Ensure that no noise nuisance is caused by the noise or vibration emanating from the premises.
2. Notices will be placed at all exits to the premises reminding customers to leave the premises quietly.
3. Ensure that business waste is stored inside closed containers awaiting collection, that litter arising from people using the premises is cleared away regularly.
4. Ensure that the premises are operated so as to prevent the emission of odours which are a nuisance at nearby premises or to persons in the immediate area.
5. Ensure that lighting provided for the purpose of customer and staff safety, for the security of the premises, and lighting associated with activities of entertainment and advertising of such intensity, suitably positioned and operated so as not to cause nuisance to neighbouring or adjoining properties.
6. Queues shall be restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and keep noise and obstructions away from residential property. Staff shall be trained to intercept and manage any incidents and sufficient staff shall be trained to intercept and manage any incidents and sufficient staff shall be employed to properly manage queues to prevent noise and aggression.
7. No bottles shall be placed in the external receptacle after 23:00 hours to minimise noise disturbance to adjoining properties.
8. Ensure that all licensable activities are conducted and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties.

43. State measures to be taken to promote public safety:

1. The licensee must not display outside the premises photographs or other images which indicate and suggest that striptease or similar dancing takes place on the premises.
2. Any person the premises, who can be observed from outside the premises must be properly and decently dressed. Scantily clad individuals must not exhibit in the entrance way or in the area surrounding the premises.
3. Regular safety checks and risk assessments will be conducted at the premises in accordance with current Health and Safety legislation and records will be available for inspection.
4. Receptacles will be provided for the disposal of glass and other sharp objects and such receptacles will be situated in an area to which the public do not have access.
5. Where strobes, lasers and smoke machines or any other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided and staff will be appropriately trained.
6. No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.
7. A suitably trained first aider or appointed person will be provided at all times when the premises are open.
8. A written procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.
9. Adequate and appropriate first aid equipment and materials will be available on the



- premises.
10. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
  11. Empty bottles and glasses will be collected regularly paying particular attention to the balcony areas and raised levels.
  12. Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles.
  13. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.

44. State measures to be taken to prevent crime and disorder:

1. The premises operates a Strict Challenge 25 Policy.
2. Strictly no admittance to those under the age of 18.
3. No glasses or bottles will be taken away from the premises.
4. A representative of the premises licence holder will become a member of the local Pub Watch Scheme.
5. Any persons who appear to be under the influence of alcohol or drugs will not be admitted to the premises.
6. Booths, private rooms and areas must be visible to supervision and must not have closing doors or curtains that prevent the performance being observed.
7. The Licensee holder or nominated person will provide a suitable receptacle in accordance with the Police guidance for the sole retention of illegal substances and inform the Police to arrange appropriate disposal.
8. The Licence holder or nominated person will record full details of the circumstances surrounding any seizure of drugs or articles taken as a consequence of an offence or other incident. Items will be retained where they may be required as evidence and the Police informed as of their existence.
9. The licence holder or nominated person will discourage offences outside venues in particular the use of and distribution of illegal substances and persons engaged in soliciting for the purpose of prostitution. The police will be informed at the earliest opportunity.
10. The Licence holder or nominated person will discourage criminal conduct in particular the use of illegal substances, by displaying notices in and at the entrance to the licensed premises which clearly state that:
  - a. Entry will be refused to any person who is drunk, threatening or violent. Entry may be refused to any person who has been convicted of an offence or drunkenness, violent or threatening behaviour or the use of or distribution of illegal substances at a licensed venue. Evidence may be recorded or imaging equipment for CCTV and offences will be reported to the Police.
11. The Licensee will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, and ejections from the premises.
12. The Incident Report Register will contain consecutively numbered pages, the date, time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, names and addresses of any witness and confirmation of whether there is CCTV footage of the incident.
13. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
14. A policy for searching patrons at the entrance to the premises will be adopted.

45. State measures to be taken to protect children from harm:

1. Persons under the age of 18 years will not be admitted into the premises.
2. The premises operates a Strict Challenge 25 Policy.
3. The entertainment will not be visible to persons under 18 years who maybe outside the premises.

46. State measures to ensure employees age and right to work in the UK:

Each employee must complete a company 'Application for licence to occupy space' form which confirms the age of each performer and their right to work in the UK. Identification documents are also taken and recorded on file to confirm the same.

47. Describe training and welfare policies:

Please see enclosed – Training on all policies takes place prior to a new dancer starting, with regular recorded refresher training taking place with all staff.

**Applications 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:

Full nudity for Pole Dancing  
Full nudity for Stage Striptease  
Full nudity for Lap Dancing

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:

Please see enclosed policy. Dancers are monitored by management, door staff and all are aware that CCTV is in operation.

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:

Please see enclosed. Customers are monitored by dancers, management, door staff and all are aware that CCTV is in operation.

52. Please enclose a copy of the welfare policy for performers (or equivalent document) and describe how this will be distributed.

Please see enclosed, this is given to all new dancers on arrival and is displayed in the changing rooms.

53. Does the business intend to provide vehicles to transport customers or performers to and from the premises? Yes  No

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.

N/A

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.

Personal address of the Manager and Relief Manager

### Section 5 - CHECKLIST & ENCLOSURES

#### Enclosures

- I have made or enclosed payment of the fee
- I have enclosed three sets of plans of the premises
- I have enclosed a drawing of the street elevation of the premises
- 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
- I have enclosed a copy of the company's staff welfare policy
- I have enclosed a copy of the code of practice for dancers (if appropriate)
- I have enclosed a copy of the code of conduct for customers (if appropriate)
- I have enclosed a copy of the Dancers Information Pack (if appropriate)
- I have enclosed a copy of the licences for vehicles used in connection with the business (if appropriate).

#### 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 6 - SIGNATURES

Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the [redacted] at capacity.

Signature ..... [redacted] .....

Date 30/9/2013 .....

Capacity [redacted] .....

Contact Name (where not previously given) and address for correspondence associated with this application Chris Rees-Gay, Woods Whur LLP, Devonshire House, 38 York Place,

Post town Leeds

Post code LS1 2ED

Telephone number (if any) 0113 234 3055

If you would prefer us to correspond with you by e-mail, your e-mail address  
[chris@woodswhur.co.uk](mailto:chris@woodswhur.co.uk)

## Guidance Notes

1. Please return this completed application form to:  
  
Entertainment Licensing  
Civic Hall  
LEEDS  
LS1 1UR
2. Please make cheques and postal orders payable to Leeds City Council.
3. 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 routes 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

Licence Number: SX/SEV/00016/13/02

Sexual Entertainment Venue

Licence Issued on: 15th June 2012

Effective from: 2nd July 2013

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

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This licence authorises the following premises:

Wildcats, 149 - 155 The Headrow, Leeds, LS1 5RB

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:

Bean Leisure Trading A Limited, 153-155 The Headrow, Leeds, LS1 5RB

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 19/07/2013

# 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/00016/13/02
<b>Issued Date:</b>	15th June 2012
<b>Expiry Date:</b>	30th September 2013
<b>Premises:</b>	Wildcats, 149 - 155 The Headrow, Leeds, LS1 5RB

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 misdemeanor 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 knee length robes supplied by the licence holder. No unsupervised contact to take place between dancers and customers when on smoking breaks.
56. No street furniture except a carpet with appropriate rope or rail to be placed outside the premises.
57. Panic alarms are to be fitted to all booths and VIP performance areas.