

Appendix A



CHESHIRE EAST BOROUGH COUNCIL

POLICY ON THE LICENSING OF SEXUAL ENTERTAINMENT VENUES

**Schedule 3, Local Government
(Miscellaneous Provisions) Act 1982 (as
amended)**

1.0 PREFACE

- 1.1 On 24th February 2011 Cheshire East Borough Council resolved to adopt the amendments to Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 ('the 1982 Act') by section 27 of the Policing and Crime Act 2009 with effect from 4th April 2011.
- 1.2 Any person wishing to operate a Sexual Entertainment Venue as defined by Schedule 3 requires a licence, unless the requirement for a licence has been waived by the Council. This document sets out the Council's policy in relation to the licensing of Sexual Entertainment Venues within its administrative area.
- 1.3 A consultation on this policy was undertaken between October 2010 and February 2011 and was formally adopted on 7th March 2011.
- 1.4 This policy will be kept under review and amendments proposed in the light of any changes in the relevant legislative provisions.

2.0 INTRODUCTION

- 2.1 It is intended that this policy will be a guide for both applicants and those other parties who have an interest in the licensing of sexual entertainment venues. Whilst the policy provides framework guidance, the Council, as the Licensing Authority, will ultimately determine each individual application on its own merits.
- 2.2 Cheshire East has a population of 358,900 and covers an area of 116,638 hectares. Cheshire East's administrative area contains the industrial town of Crewe, the old mill towns of Macclesfield, Bollington and Congleton, the market towns of Nantwich, Knutsford and Sandbach, the salt town of Middlewich, the town of Wilmslow as well as the smaller settlements of Holmes Chapel, Alsager and Poynton.

3.0 POLICY

3.1 Meaning of 'Sexual Entertainment Venue'

'Sexual Entertainment Venue' is defined within Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended) ('the Act') as "any premises at which relevant entertainment is provided before a live audience for the financial gain of the organiser or the entertainer." The following are not Sexual Entertainment Venues for the purpose of Schedule 3 of the Act

- (a) sex cinemas and sex shops;
- (b) premises at which the provision of relevant entertainment as mentioned in sub-paragraph (1) is such that, at the time in question and including any relevant entertainment which is being so provided at that time—
 - (i) there have not been more than eleven occasions on which relevant entertainment has been so provided which fall (wholly or partly) within the period of 12 months ending with that time;
 - (ii) no such occasion has lasted for more than 24 hours; and
 - (iii) no such occasion has begun within the period of one month beginning with the end of any previous occasion on which relevant entertainment has been so provided (whether or not that previous occasion falls within the 12 month period mentioned in sub-paragraph (i));

3.2 Relevant Entertainment

'Relevant Entertainment' means "any live performance or live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of an audience (whether by verbal or other means)."

In accordance with the Guidance from the Home Office, the Council expects that 'Relevant Entertainment' will generally apply to the following types of activity:

- Lap dancing;
- Pole dancing;
- Table dancing;
- Strip shows;
- Peep shows;
- Live sex shows

However this list is not exhaustive and, taking into account that the exact nature of these descriptions may vary, each case will have to be dealt with on its own merits.

3.4 Mandatory grounds for refusal

Paragraph 12 of Schedule 3 to the 1982 Act prescribes that a licence for a sexual entertainment venue shall not be granted to:

- (a) a person under the age of 18; or

(b) to a person who is for the time being disqualified under paragraph 17(3) of the Schedule; or

(c) to a person, other than a body corporate, who is not resident in the United Kingdom, or was not so resident throughout the period of six months immediately preceding the date when the application was made; or

(d) to a body corporate which is not incorporated in the United Kingdom; or

(e) to a person who had, within a period of twelve months immediately preceding the date when the application was made, been refused the grant or renewal of a licence for the premises, vehicle, vessel or stall in respect of which the application is made, unless the refusal has been reversed on appeal.

The application form, a copy of which is attached at Appendix 1 asks questions in relation to the above issues.

3.5 Discretionary grounds for refusal

Paragraph 12 of Schedule 3 also provides that the authority may refuse (i) an application for the grant or renewal of a licence on one or more of the grounds listed at (a) to (d) below; and (ii) an application for a transfer on either or both of the grounds at (a) and (b):

(a) that the applicant is unsuitable to hold the licence by reason of having been convicted of an offence or for any other reason;

(b) 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;

(c) that the number of sex establishments in the relevant locality at the time the application is made is equal to or exceeds the number which the authority consider is appropriate for that locality;

(d) that the grant or renewal of the licence would be inappropriate, having regard –

(i) to the character of the relevant locality; or

(ii) to the use to which any premises in the vicinity are put; or

(iii) to the layout, character or condition of the premises, vehicle, vessel or stall in respect of which the application is made.

3.6 Relevant locality

'Relevant locality' for the purposes of paragraph 12 of Schedule 3 of the Act means:

- (i) in relation to the premises, the locality where they are situated;
and
- (ii) in relation to a vehicle, vessel or stall, any locality where it is desired to use it as a sex establishment.

The Council will consider the extent of the locality on a case by case basis taking into account the particular circumstances of each case. However, the Council will not seek to define 'locality' as the whole of the Council's administrative area.

3.7 Relevant number

As set out within paragraph 3.5 above paragraph 12 of Schedule 3 provides that a local authority may refuse an application if it is satisfied that the number of sex establishments in the relevant locality at the time the application is made is equal to or exceeds the number which the authority consider is appropriate for that locality.

The Council does not seek within this policy to place a figure on the number of sexual entertainment venues which it considers appropriate in any locality within the Council's administrative area.

Consideration will be given to the locality in each case and to the number of Sexual Entertainment Venues suitable for that locality.

The Council is able to determine that the appropriate number for a locality is nil.

3.8 Character of relevant locality and uses of premises in the vicinity

When considering whether it would be appropriate to grant the licence the Council will take into consideration factors such as:

- the uses to which premises in the vicinity are put, for example whether they are commercial, industrial or residential;
- the users of premises in the area;

Whilst each application will be determined on its own individual merits, the grant of a licence will generally be considered inappropriate where the characteristics of the locality include the following sensitive uses:

- (a) an area predominantly comprising residential accommodation;
- (b) parks and children's play areas;
- (c) schools and youth centres;

- (d) places of worship; and
- (e) community facilities.

3.8 Duration of licence

Unless previously cancelled or revoked a licence will remain in force for twelve months or such shorter period specified in the licence as the Council determines is fit.

3.9 Conditions

Where a licence is granted the standard conditions attached at Appendix 3 will be attached.

Where it is reasonable and proportionate to do so, additional conditions may be imposed on a licence.

3.10 Waiver

The Act makes provision for the Council to grant a waiver from the requirement to hold a Sexual Entertainment Licence in any case where it considers that to require a licence would be unreasonable or inappropriate. A waiver may be for such period as the Council thinks fit.

The Council may at any time give a person who would require a licence but for a waiver, notice that the waiver is to terminate on a date not less than 28 days from the date the notice is given.

Whilst each application will be considered on its own merits, in light of the exemption in relation to the provision of relevant entertainment on an infrequent basis¹, the Council takes the view that waivers are unlikely to be appropriate in relation to Relevant Entertainment and would only be considered in exceptional circumstances.

The Council will require applicants to supply all of the information required within the application form at Appendix 1 in relation to a waiver application. The Council will consult the Police as part of its decision-making process in relation to waivers.

4.0 APPLICATION PROCESS

4.1 Submission of application

The Council's application form in relation to Sexual Entertainment Venues is attached as Appendix 1. The following must be submitted with the completed application form in order to form a valid application:

¹ See paragraph 3.1 above and paragraph 2A(3)(b) Schedule 3 Local Government (Miscellaneous Provisions) Act 1982

- a scale plan of the Premises which should be large enough to be easily read (which must show the layout of the Premises including: (i) performer's changing facilities; (ii) those areas to which the public are to be admitted (shown outlined in red); (iii) toilets; (iv) entrances and exits from the premises (including emergency exits); (v) any stage area (including an annotation as to the height of the stage); (vi) the location of any fixed structures (such as the bar area, fixed tables/seating or private booths); the area to be used for customer seating);
- The Licence Fee²
- A copy of the completed notice to be displayed on the Premises (see notification requirements below);
- A basic CRB disclosure from the applicant (including each of the directors/the company secretary where the applicant is a company and each of the partners if the applicant is a partnership).
- A copy of the management operation manual and club rules (see condition 16 at Appendix 3)

Applicants are reminded that any person who, in connection with an application for the grant, renewal or transfer of a sexual entertainment venue licence makes a false statement which he knows to be false in any material respect or which he does not believe to be true, is guilty of an offence and liable on summary conviction to a fine not exceeding twenty thousand pounds.

A copy of the application must also be served on the Chief Officer of Police:

- (a) in a case where the application is made by means of a 'relevant electronic facility'³, by the appropriate authority not later than 7 days after the date the application is received by the authority;
- (b) in any other case, by the applicant not later than 7 days after the date of the application.

The relevant addresses for service on the Police are as follows:

Area of former Boroughs of Crewe & Nantwich and Congleton:
Police Licensing Officer
Cheshire Constabulary
Crewe & Congleton Area
The Police Station

² Information in relation to fees is published on the Council's website and are available from the Licensing Section

³ "relevant electronic facility" means— (a) the electronic assistance facility referred to in regulation 38 of the Provision of Services Regulations 2009, or (b) any facility established and maintained by the appropriate authority for the purpose of receiving applications under this Schedule electronically.

Middlewich Road
Sandbach
Cheshire
CW11 1HU

Area of former Borough of Macclesfield:
Police Licensing Officer
Cheshire Constabulary
Macclesfield Division
Brunswick Street
Macclesfield
Cheshire
SK10 1HQ

Applicants are reminded that the grant of a licence in relation to a sexual entertainment venue under the 1982 Act does not provide authorisation under any other statutory regime, and separate permissions may be required e.g. planning permission.

4.2 Renewal applications

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 until the withdrawal of the application or its determination by the Council.

4.3 Variations

The Council's conditions provide that applications for the variation of the terms, conditions or restrictions on or subject to which a sexual entertainment venue licence is held is subject to the same application and advertising requirements as applications for the grant of a licence.

4.4 Advertising requirements

In accordance with paragraph 10 of the Schedule, applicants for the grant, renewal or transfer of a licence are required to give public notice of the application. Notice shall be given:

- by displaying a notice in a prescribed form (see Appendix 2), with text in black in a minimum font size of 16 on white paper of a size no smaller than A4, on or near the Premises in a place where the notice can be conveniently read by the public for a period of at least 21 days beginning with the date on which the application was made to the Council; and
- by publishing an advertisement (in the form prescribed) in a local newspaper circulating in the Council's area not later than 7 days after the date the application was made to the Council.

Applicants are requested to: (i) send a copy of the completed notice to the Council with the application form; and (ii) to notify the Council of the name of the newspaper in which the advertisement is to appear together with the date of publication.

4.5 Objections

Objections to an application for the grant, renewal or transfer of a Licence must be made in writing stating in general terms the grounds of the objection. Objections should be made not later than 28 days after the date of the application.

Any person can object to an application but the objection should be relevant to the grounds set out within paragraph 12 of Schedule 3 for refusing a licence. Objections should not be based on moral grounds/values and local authorities are not in a position to consider objections which are not relevant to the grounds set out in paragraph 12.

Where objections in relation to an application for the grant, renewal or transfer of a licence are received by the Council, copies of the objections will be provided to the Applicant. However, the name and address of an objector will not be disclosed to the Applicant without the consent of the objector to such disclosure.

4.6 Determination of applications

In cases where objections have been made (other than objections which are outside the remit of the 1982 Act) the determination of applications will be referred to a meeting of the Council's Licensing Committee or Licensing Sub-Committee.

4.7 Hearing procedure

A Committee or Sub-Committee determining an application in relation to a Sexual Entertainment Venue will follow the hearing procedure set out at Appendix 4. A copy of the hearing procedure will be sent to the relevant parties when they are notified of the date of the meeting.

4.8 Tacit authorisation

The Council has determined that tacit authorisation (for the purposes of the Provision of Services Regulations 2009) is not to apply to applications for Sexual Entertainment Venue Licences. In making this decision the Council has considered the public interest inherent in ensuring that applications are fully considered before a licence is granted, particularly in the light of the potential significant adverse

impact on local communities of inappropriately located or inadequately managed premises.

4.9 Appeals

In cases where the Council refuses an application for the grant, renewal or transfer of a Sexual Entertainment Venue licence the applicant may appeal the decision to the Magistrates' Court within 21 days (of the date when the applicant is notified of the decision), unless:

- (1) the application was refused under the grounds in paragraph 12(3)(c) or (d) in which case the applicant can only challenge the refusal by way of judicial review; or
- (2) the application was refused on any of the grounds specified in paragraph 12(1) of Schedule 3 of the 1982 Act, in which case the applicant shall not have a right of appeal unless he seeks to show that the ground did not apply to him.



**Application Form: Sexual Entertainment Venue Licence
Schedule 3, Local Government (Miscellaneous Provisions) Act 1982**

NOTE: If additional information is submitted on separate sheets please quote the relevant question number in relation to the additional information provided.

Is the application an application for:		(please tick where appropriate)
☐	(a) grant of a sexual entertainment venue licence	
☐	(b) renewal	
☐	(c) transfer	
☐	(d) variation	

1	Applicant's details	
1.1	Is the Applicant:	(a) an individual (b) a partnership or other unincorporated body (c) a body corporate [please delete as appropriate]
1.2	Full name of applicant	
1.3	Give the following information on behalf of the applicant: (a) Telephone number(s) (b) Address to which communications are to be sent (c) If different from the address in (b) above, the Applicant's permanent address (if an individual) or registered or principal office (if a company etc)	
1.4	If the applicant is an individual please supply the following information: (a) Date of Birth	

	(b) Place of Birth (c) Date on which became a UK resident (if not born in the UK)	
1.5	If the applicant is a body corporate or an unincorporated body please provide the following information in respect of each of the Directors, the Company Secretary or other persons responsible for the management of the body. In the case of a partnership provide details of each partner (a) Full name (b) Address (c) Capacity (d) Date of Birth (e) Place of Birth (f) Date on which became a UK resident (if not born in the UK)	[Please continue on a separate sheet if required]
1.6	Where the applicant is a company please answer the following questions. (a) Is the applicant a wholly or partly owned subsidiary of another company? If the answer to (a) is yes please provide details of the parent company or holding company. (b) What type of company is the applicant? (c) In what country is the company incorporated? (d) What is the date of incorporation of the company? (e) Is the applicant or any person whose name is given in response to question 1.5 concerned in any way with other businesses which controls or manages sex establishments? If yes please provide details.	
1.7	What is the nature of the applicant's interest in the Premises?	(a) Freehold (b) Leasehold

	If the applicant's interest is leasehold please provide the details of the landlord.	[please delete as appropriate]
1.8	Is the whole of the business owned by the applicant? If not, please provide details of the individual/company which owns the remainder of the business	

2	Premises Details	
2.1	Address of Premises	
2.2	Telephone number of Premises	
2.3	Are the whole of the Premises to be used under the Licence? If no, please describe (by reference to a plan if necessary): (a) which part of the Premises are to be used for the purposes of the Licence: (b) the use to which the remainder of the Premises are put; (c) the names of those who are responsible for the management of the remainder of the Premises.	
2.4	Are the Premises constructed or adapted so as to permit access to and from the Premises for members of the public who are disabled? If the answer is no, please provide information in relation to the applicant's proposals for affording such access.	[please continue on a separate sheet if required]

2	Premises Details	
2.5	Are the Premises in use as a Sexual Entertainment Venue at the date of this application? If the answer is yes, please give the name and address of the persons or body who now operate the business and (if known) the date upon which the Premises were first used for these purposes.	

3	Details of the Business	
3.1	Under what business or trading name will be the business be known?	
3.2	Please provide details of the times (days and hours) during which the Premises is proposed to be open to the public.	
3.3	Please provide details of the form of 'Relevant Entertainment' to be provided at the premises and the level of nudity proposed.	

4	Persons responsible for management	
4.1	Please provide the following information in relation to each individual who is to be responsible for the management of the Premises in the absence of the Licence Holder: (a) Full name (b) Address (c) Capacity (d) Date of Birth (e) Place of Birth (f) Date on which became a UK resident (if not born in the UK)	[please continue on a separate sheet if required]

7	Previous refusals and convictions		
7.1	Have the Applicant ever been refused or had a Sexual Entertainment Licence revoked by any licensing authority? If yes, please provide full details (please continue on a separate page if necessary)	Yes / No	
7.2	Does the Applicant or any individual named in response to questions 1.5 or 4.1 have previous convictions or cautions? If the answer is yes, please provide of a separate sheet the following information in relation to each individual who has a previous conviction or caution: (a) Name (b) Date of conviction (c) Convicting court (d) Nature of conviction (e) Sentence	Yes / No	

7	Previous refusals and convictions	
7.3	Have you any reason to believe that a prosecution may be pending against the Applicant or any of the individuals named in response to questions 1.5 or 4.1? If yes please provide details	Yes / No
7.4	Is there in force against the applicant or any of the persons named in response to question 1.5 a disqualification from holding a licence for a sex establishment under the Local Government (Miscellaneous Provisions) Act 1982?	Yes / No

8	Additional details	
8.1	Please provide any additional information which the applicant would wish the Council to take into account when considering this application.	[please continue on a separate page if necessary]

APPLICANTS ARE REMINDED THAT ANY PERSON WHO, IN CONNECTION WITH THE APPLICATION FOR THE GRANT, RENEWAL OR TRANSFER OF A SEXUAL ENTERTAINMENT VENUE LICENCE MAKES A FALSE STATEMENT WHICH HE KNOWS TO BE FALSE IN ANY MATERIAL RESPECT OR WHICH HE DOES NOT BELIEVE TO BE TRUE, IS GUILTY OF AN OFFENCE AND LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING TWENTY THOUSAND POUNDS (£20,000)

Declaration	
I hereby declare that the above information is true to the best of my knowledge and belief.	
Signature	
Name	
Capacity	
Date	

We will use the information you give in this form and in any supporting documentation you send us, to process your application. We may check information you have provided, or information about you that someone else has provided with other information held by us. We may also get information about you from certain third parties, or give them information to:

- make sure the information is accurate
- prevent or detect crime, and
- protect public funds

These third parties include Government departments, other departments of the Council and other local authorities. We will not give information about you to anyone else unless the law allow us to.

Please submit the completed application to the Licensing Section at the relevant address provided below:

	Congleton (01270) 537112	Crewe & Nantwich (01270) 537114	Macclesfield (01625) 504206
LICENSING AUTHORITY Cheshire East Borough Council	Licensing Section Municipal Buildings Earle Street, Crewe CW1 2BJ	Licensing Section Municipal Buildings Earle Street, Crewe CW1 2BJ	Licensing Section Macclesfield Town Hall Market Place, Macclesfield, Cheshire SK10 1DX



**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT
1982**

**Notice of Application for the [Grant] [Renewal] [Variation]
[Transfer] of a Sexual Entertainment Venue Licence**

NOTICE IS HEREBY GIVEN that on

I/we

of

.....
made application to Cheshire East Borough Council for the [grant] [renewal]
[variation] [transfer] of a Licence to use the premises named below as a
Sexual Entertainment Venue.

Address of Premises:.....

.....
[The applicant seeks to use the Premises for the following form(s) of 'relevant
entertainment']⁴

[The applicant seeks to vary the licence as follows
.....]

Any objections to this application should be made not later than 28 days after
..... being the date of the application. Objections must be made
in writing, stating in general terms the grounds of objection, to The Licensing
Section, Cheshire East Borough Council [Town Hall, Market Place,
Macclesfield SK10 1DX] [Municipal Buildings, Earle Street, Crewe, CW1 2BJ].

Signed:

⁴ Insert form of relevant entertainment to be provided and the level of nudity involved

SEXUAL ENTERTAINMENT VENUES**Local Government (Miscellaneous Provisions) Act 1982 (Schedule 3)****CONDITIONS**

These conditions are imposed by the Council pursuant to its powers under paragraph 13(1) of Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 (as amended) ('the 1982 Act')

Definitions	1. In these conditions, unless the context otherwise requires: 'Council' means Cheshire East Borough Council 'Employee' means all persons working on the premises including not only those directly employed by the management of the Premises but the self-employed, contractors or their staff promoting or providing any service or Relevant Entertainment; and the term 'employed' shall be read in the same context. 'Licence Holder' means the holder of a Sexual Entertainment Venue Licence 'Premises' means any premises within the Council's area licensed as a Sexual Entertainment Venue 'Relevant Entertainment' shall have the meaning given within paragraph 2A of Schedule 3 of the 1982 Act. 'Sexual Entertainment Venue' has the meaning set out within Schedule 3 of the 1982 Act. For the purposes of these conditions: (a) Words importing the singular meaning where the context so admits include the plural meaning and vice versa; and (b) Words of the masculine gender include the feminine and neuter genders and words denoting actual persons include companies, corporations and firms and all such words shall be construed
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	interchangeable in that manner.
Display of Licence	2. The Licence or a clear copy and any special conditions attached thereto shall be prominently displayed at the Premises at all times so as to be readily and easily seen by all persons using the Premises. The licence shall be adequately protected against theft, vandalism or defacement.
Hours of opening	3. The Premises shall not be open for any purpose of the Licence except during the following hours: [insert hours granted]
Responsibility of Licence Holder	4. The Licence Holder shall maintain good order and take all reasonable precautions for the safety of the public and employees and, except with the consent of the Council, shall retain control over all portions of the premises. 5. The Licence Holder shall in particular ensure that none of the following shall take place: • Unlawful possession and/or supply of drugs controlled by the Misuse of Drugs Act 1971; • Indecent behaviour, including sexual intercourse; • The offer of any sexual or other indecent service for reward; • Acts of violence against person or property and/or the attempt of threat of such acts. 6. The Licence Holder shall ensure that the public are not admitted to any part or parts of the Premises other than those which have been specified in the Licence. 7. The Licence Holder will maintain a register which shall be kept on the Premises to clearly record the identity of persons nominated in accordance with conditions 30 and 31 hereof on duty during the entertainment, the day and times of the start and finish of the entertainment, and the names, home addresses and national insurance numbers of the performers. The register shall be retained for a period of not less than twelve months after the last entry in the register. The register shall be available at all times for inspection by the Police or an authorised officer of the Council. 8. Where the Licence Holder is a body corporate or

	an unincorporated body any change of director, company secretary or other person responsible for the control or management of the body is to be notified in writing to the Council within 14 days of such change and such written details as the Council may require in respect of any new director secretary or manager are to be furnished within 14 days of a request in writing from the Council. 9. The Licence Holder shall inform the Council within seven days if he is convicted of any offence
Conduct of the premises	10. The Licence Holder or any other person concerned in the conduct or management of the premises shall not seek to obtain custom by means of personal solicitation or touting from the premises, immediately outside the premises or in the vicinity of the premises, nor allow the premises to be used by prostitutes. Solicitation shall be taken to include the distribution of leaflets. 11. The Premises shall be used only for the purposes specified in the Licence. 12. No person under the age of eighteen years shall be admitted to the Premises or be employed in the business of the Sexual Entertainment Venue. 13. Customers who appear to be under the age of 21 must be asked to provide photographic proof of their age. The only means of identification which may be accepted are a photocard driving licence, a passport or a recognised proof of age card which includes the 'PASS' hologram on it. 14. The Licence Holder shall ensure that performers and members of the public have separate entrances for entering and exiting from the Premises, performers to use staff entrances. 15. There shall be agreed in writing with the Council arrangements for restricted access to the dressing rooms used by the performers and such restricted access shall be maintained at all times until all performers using the dressing rooms have vacated the room. 16. (a) A management operation manual detailing all aspects of procedure when the Premises is operating

	Relevant Entertainment shall be produced and approved by Cheshire Police. This document shall be on-going and under constant review. The management operation manual should be always available for public inspection and the first version should be publicly available for scrutiny with the first application for a licence and any current version with any subsequent application for grant, renewal, transfer or variation of a licence. (b) The Premises must provide a copy of its club rules to the Council and Cheshire Police. The club rules should be always available for public inspection and the first version should be publicly available for scrutiny with the application for a licence. (c) All Employees shall be made aware of the club rules. (d) All Employees will be required to read a copy of the conditions relating to the operation of Relevant Entertainment and shall sign and date a copy, which shall be retained by the Licence Holder as part of due diligence.
Provision of Relevant Entertainment	17. The performance shall only take place in the designated area of the Premises approved by the Council and in accordance with the staging and seating plan approved by the Council. 18. Performers shall only perform on the stage area or to seated customers or in such other areas of the Premises as may be agreed in writing with the Council. No audience participation in a performance shall be permitted. During the performance, performers shall not (a) touch customers, (b) climb onto furniture, or (c) simulate sex acts. 19. There shall be no physical contact between the performers and customers before, during or after the performance. 20. Notices setting out the restriction contained in Condition 19 shall be displayed in prominent positions within the Premises. 21. Performers not currently performing shall not be in any public part of the Premises in a state of undress.

	22. Any person who touches or attempts to touch a performer or directs lewd, vulgar or obscene language or gestures thereto shall be immediately removed from the Premises by the Licence Holder or member of staff acting on his behalf.
Signs, doors and window display	23. A notice shall be displayed in a conspicuous position at each entrance to any part of the Premises where the performance is to take place stating that 'NO PERSON UNDER 18 YEARS WILL BE ADMITTED'. The notice must also include a statement that proof of age may be required. 24. The business or trading title of the Premises which must have received the prior written approval of the Council (in accordance with condition 44 hereof) <u>may</u> be displayed in letters no more than 150mm high. 25. With the exception of the signs required and permitted by condition 23 and 24 above, the Licence Holder must ensure that no sign, words, poster, photograph, sketch, painting, display or advertisement is displayed outside or in the vicinity of the Premises which indicate or suggest that Relevant Entertainment takes place at the Premises. 26. The exterior design of the Premises shall be such that the interior of the Premises is invisible to passers by. 27. External doors shall be closed at all times other than when persons are entering or leaving the Premises. The external doors shall be fitted with a device to provide for their automatic closure and such devices shall be maintained in good working order. 28. The Premises shall be fitted with an inner entrance door or screen so that no part of the interior of the premises or any of the contents of the premises shall be visible when persons are entering or leaving the Premises. 29. The windows and openings of the Premises shall be of a material or covered with a material which will render the interior or any items within the Premises invisible to passers-by.
Employment of	30. The Licence Holder, or some responsible person

persons on the Premises	over the age of eighteen nominated by him in writing for the purpose, shall be in charge of and upon the Premises at all times that the Premises is open to the public. Such written nomination shall be continuously be available for inspection at the Premises by a Police Officer or by an authorised officer of the Council. 31. In addition to the Licence Holder or nominated person, there shall be a nominated female present to oversee the activities of female performers and a like nominated male present to oversee the activities of any male performers. 32. The person in charge shall not be engaged on any duties which will prevent him from exercising general supervision and he shall be assisted as necessary by suitable adult persons to ensure adequate supervision. The person in charge should be conversant with these conditions, a copy of which should be held on the premises 33. A notice showing the name of the person in charge of the Premises at the time they are open under the licence shall be conspicuously exhibited in a position where it can be seen by customers throughout the period during which he is responsible for the conduct of the Premises. 34. The Licence Holder shall at all times keep and maintain at the Premises a written record of the names, home addresses, dates of birth and National Insurance number of all persons employed within the licensed premises whether upon a full time or part time basis, and shall upon request by an authorised officer of the Council make such records available for inspection to him 35. Any individual employed on the Premises to conduct a security activity (within the meaning of the Private Security Industry Act 2001) must be licensed by the Security Industry Authority. 36. A register of SIA staff working at the premises shall be maintained, kept at the premises and made available for examination upon request to a Police Officer or authorised officer of the Council or the SIA. 37. The Licence Holder must ensure that a suitable number of trained staff are employed to supervise
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	the interior of the Premises whilst performances are being given. 38. Performers shall be aged not less than 18 years. The Licence Holder must maintain complete records of the names, home addresses, dates of birth and National Insurance number of performers including identity checks which are satisfactory to the Council.
Alterations to the Premises	39. No alterations (including temporary alterations) shall be made to the Premises without the prior written consent of the Council. This condition shall not require notice to be given in respect of routine maintenance works. 40. Where alterations necessitate the Premises being closed for a period of time, the premises shall not reopen for the purpose of the licence, until the licensee has been notified in writing by the Council of the satisfactory completion of the work
Change of use	41. No change of use of any portion of the Premises from that approved by the Council shall be made until all necessary consents have been obtained from the Council. For the avoidance of doubt this includes a change from one class of sex establishment (e.g. a sex shop) to a different class of sex establishment (e.g. a sex cinema).
Variation	42. An application to vary the terms, conditions or restrictions on or subject to which the licence is held must comply with the same application and advertising requirements as applications for the grant of a sexual entertainment venue licence.
CCTV	42. A CCTV system will be installed at the premises to the satisfaction of the Police Licensing Officer and it must record at all times the Premises are open to the public. Unedited images must be retained for at least 31 days and copies made freely available upon request to the Police or an authorised officer of the Council. 43. At all times the Premises are open to the public there will be a member of staff on duty who is competent to operate the CCTV system and to provide any copies requested

Business title	44. The Licence Holder must obtain the consent of the Council for the business or trading title to be used in relation to the Premises. An application must be made to the Council to change the business or trading title and the Council shall have the discretion to allow or refuse such a change.
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SEXUAL ENTERTAINMENT VENUES
Schedule 3, Local Government (Miscellaneous Provisions) Act 1982

COMMITTEE PROCEDURE

1	Chairman	The Chairman will: (i) call the matter to be considered; (ii) call for any declarations of interest; (iii) ask all parties to introduce themselves; (iv) summarise the procedure to be followed at the hearing; (v) the Chairman will consider any request made by a party for another person to appear at the hearing.
2	Licensing Officer	Will introduce and summarise the application, highlighting areas of contention or dispute.
3	Committee Members	May ask questions of the Licensing Officer
4	Applicant	Will present his/her case, calling witnesses, as appropriate.
5	Police (if they have made representations)	The Police may ask <u>questions</u> of the applicant, by way of clarification.
6	Objectors	To be invited to ask <u>questions</u> of the applicant, by way of clarification. <i>It is normal practice for a spokesperson only to speak on behalf of a group of residents.</i>
7	Committee Members	Each in turn may ask <u>questions</u> of the applicant.
8	Applicant	May make a <u>statement</u> or ask his witnesses to clarify any matters which he feels are unclear, or may have been misunderstood.
9	Police (if they have made representations)	Will make their representations (if any).
10	Applicant	Or his representative or witnesses to ask <u>questions</u> of the Police by way of clarification.
11	Objectors	May ask <u>questions</u> of the Police, by way of clarification.
12	Committee Members	May ask <u>questions</u> of the Police
13	Objectors	The objectors will be invited to speak and to present the basis of their objections.
15	Applicant	Or his representative or witnesses may ask <u>questions</u> of the objectors by way of clarification.

16	Committee Members	May ask <u>questions</u> of the objectors
17	Objectors	May clarify any matters which they feel are unclear or may have been misunderstood..
18	Chairman	To invite both Police and Objectors to make their closing addresses.
19	Applicant	Or his representative will <u>briefly summarise the application</u> and comment on the representations made.
20	Committee	<u>Will retire</u> to consider the application.
21	Committee	Will return to <u>give its decision</u> , with reasons, which will be announced by the Chairman and subsequently confirmed in writing.

It is noted that representatives of an objector may include an MP, local Councillor, legal representative or a friend