**Registered number of holder, for example company number, charity number (where applicable)**

06766232

## Annex 1 – Licence conditions

**External Appearance of the Premises and Public Displays of Information**

1. The exterior of the premises must be presented in a manner appropriate for the character of the area. There shall be no advertisement or promotional material used by the premises that is unsuitable to be viewed by children, for example, by way of sexually provocative imagery. Any exterior signage shall be discreet and shall not display any imagery that suggests or indicates relevant entertainment takes place at the premises. Any external displays or advertising may only be displayed with the prior approval of the Licensing Unit Manager of Manchester City Council.
2. The prices for entrance and any compulsory purchases within the venue, shall be clearly displayed on the exterior of the premises.
3. All charges for products and services shall be displayed in prominent areas within the premises, and at each customer table and in the bar area.
4. Rules for customers shall be displayed in prominent areas within the premises, and at each customer table and in the bar area.
5. No charge shall be applied unless the customer has been made aware of the tariff of charge by the performer in advance of the performance.
6. There shall be no performers or persons employed at the premises in a state of undress, or scantily-clad, outside the premises at any time it is open.
7. The use of cruising cars by the premises to solicit for custom and/or transport people to or from the premises is prohibited.
8. The use of flyers and similar promotional material for the premises is prohibited.

**Control of Entry to the Premises**

9. The Challenge 25 proof of age scheme shall be operated at the premises whereby any person suspected of being under 25 years of age shall be required to produce identification proving they are over 18 years of age. The only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport.
10. The premises shall maintain a Refusals log whereby any occasion a person is refused entry shall be recorded and available upon request by the Police or an authorised officer of the Council.
11. All individuals employed on the premises to conduct a security activity (within the meaning of paragraph 2(1) (a) of Schedule 2 to the Private Security Act 2001) must be licensed by the Security Industry Authority.
12. Any person who appears to be drunk / intoxicated or under the influence of illegal drugs shall not be permitted entrance to the premises.
13. A policy of random searches of persons entering the premises shall be operated.
14. Any person found to be in possession of illegal drugs upon entry shall be prevented entry and, where possible, restrained until the Police can take such person into custody. Any persons found using illegal drugs on the premises shall be removed from the premises or, where possible, restrained until the Police can take such person into custody.
15. The licensed premises shall be so arranged by screening or obscuring windows, doors and other openings so that the interior of the licensed premises shall not be visible to persons outside the building.
16. The premises shall subscribe to the NiteNet radio system and radios shall be operational at all times the premises is open to the public.

**Conduct of performers and Rules relating to performances of sexual entertainment**

17. There shall be a written code of conduct for performers. All performers shall be required to certify their agreement to comply with the code and a record shall be kept on the premises and be made available upon request by the Police or an authorised officer of the Council. The code shall include the following:
18. There shall be no intentional physical contact between performers and customers at any time, before, during or after the performance, with the exception of leading a customer by the hand to, or from, an area permitted for performances of sexual entertainment in advance of, or following, a performance.
19. The performer may not simulate any sexual act during a performance.
20. Performers must not use any inappropriate, lewd, suggestive or sexually graphic language in any public or performance areas of the premises.

21. Performers must not touch the breasts or genitalia of another performer, at any time as part of a performance.
22. There shall be no use of sex articles (as defined by paragraph 4(3) of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982) at any time.
23. There shall be no nudity by performers in public areas of the premises, unless the Council has agreed in writing that area may be used for performances of sexual entertainment.
24. Performers must fully dress (i.e. no nudity) at the end of each performance.
25. Performances of sexual entertainment may only take place in designated areas of the premises as agreed in writing by the Council
26. There shall be no photography permitted by customers on the premises.
27. Customers must remain seated for the duration of a performance.
28. Performers shall not arrange to meet, or have further contact with, customers outside of the premises.

**The protection of performers and the prevention of crime on the premises**

29. Performers shall be provided with secure and private changing facilities.
30. All entrances to private areas to which members of the public are not permitted access shall have clear signage stating that access is restricted.
31. Any exterior smoking area for use by performers shall be kept secure and separate to any public smoking area.
32. The licence holder shall implement a written policy to ensure the safety of performers when leaving the premises following any period of work.
33. Private booths must not be fully enclosed. There must be a clear sight-line from outside the booth so that any performance of sexual entertainment can be directly monitored.
34. There must be a minimum of one member of security staff present on any floor where a performance of sexual entertainment is taking place.
35. Any private booths shall be fitted with a panic button or security alarm.
36. There shall be no alterations to the layout plan of the premises without the prior written approval of the Council.

**Record Keeping and Management**

37. All performers shall be required to provide valid identification prior to first employment at the premises. Acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or national ID card.
38. All performers and staff shall be eligible to work in the UK and proof of eligibility records shall be kept on the premises. Management shall ensure that such records are regularly checked to ensure compliance.
39. Payment and remuneration records for both performers and staff shall be kept for a minimum of 6 Months following cessation of their employment or work at the premises
40. Accurate payment and remuneration records shall be maintained and shall be made available upon request to the Police or an authorised officer of the Council. All fees and charges for performers shall be stated in writing and prominently displayed within the changing area.
41. No films may be shown at the premises unless they have been passed by the British Board of Film Classification. No films classified as R18 shall be shown on the premises.

**CCTV**

42. The CCTV system must comply with:
    a. *British Standard 7958:2009 - Closed circuit television (CCTV). Management and operation. Code of practice.*
43. Where CCTV system incorporates a digital recording function, it must also comply with:
    a. *British Standard 8495:2007 - Code of practice for digital CCTV recording systems for the purpose of image export to be used as evidence.*
44. The premises owner must maintain an annual registration with the Information Commissioners Office – as stipulated under the Data Protection Act 1998
45. At all times, the CCTV system and recordings must be kept in a secured environment under the control of a nominated responsible named individual. Also, a full instructions manual for the CCTV system must be available to the Police and other Responsible Authorities.
46. The CCTV system must be maintained in good working order to:
    a. *Operate on 'real-time' at a minimum rate of 20 frames-per-second, with constant, correct time/date generation.*
    b. *Have a recording capability capable of providing individual pictures.*
    c. *Provide clean, clear and unobstructed camera views of evidential quality in all lighting conditions.*

d. *Provide correctly timed and date stamped recordings - which must be stored in date order, numbered sequentially and kept for a period of 31 days and handed to the Police on request.*
e. *Export footage to a removable storage medium with a time and date integral to the image – where possible, to also include any software needed to replay the footage.*
f. *Ensure exported footage at the* same, or similar quality to that recorded on the system recording.

47. During all periods of licensable activity a nominated and trained 'CCTV Operator' must be on duty, in order to:
    a. *inspect the CCTV system on a daily basis, and ensure that all cameras are in full working order.*
    b. *record each inspection on a 'CCTV maintenance' log sheet, and endorse with their signature.*
    c. *facilitate the downloading CCTV footage.*
48. During all periods of non-licensable activity, a 'CCTV Operator' must be contactable by the police on a designated emergency-only telephone number. This number must be registered with the local police licensing officer.
49. The CCTV system must:
    a. *Incorporate at least one camera on every entrance and exit to the premises – individuals must be clearly identifiable.*
    b. *Incorporate at least one camera on all areas where the sale/supply of alcohol occurs – individuals must be recognisable.*
    c. *Incorporate at least one camera on any potential queue area external to the premises and car parking area within the boundary of the premises – individuals must be detectable.*
    d. *Ensure that all other cameras at the premises allow for individuals to be recognisable.*
    e. *Incorporate a dedicated CCTV camera for each private booth - individuals must be clearly identifiable.*
50. In the event of a technical failure of the CCTV system, the nominated CCTV Operator will ensure the matter is reported to the MCC Licensing Unit within 24 hours.
51. A camera which records a facial picture of customers entering the premises shall be situated at the reception and a monitor situated there so customers entering can see same.
52. CCTV shall cover all public areas of the premises including all areas where performances of sexual entertainment are conducted.

**Dress Code**

53. The premises shall operate a dress code for customers to the satisfaction of Greater Manchester Police.

| **Annex 2 – Plans** |
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| See attached. |