

Schedule 3, Local Government (Miscellaneous Provisions) Act 1982

**Application for Grant of Variation to
Sexual Entertainment Venue Licence**

Notes to Applicant:
All questions must be answered unless otherwise stated.
If relevant questions are not answered, the application will be deemed incomplete and returned to the Applicant.

I/WE HEREBY APPLY to Guildford Borough Council for the grant of a licence to use a premises as a Sexual Entertainment Venue.

A. THE APPLICANT

Please tick all boxes as appropriate

| | | | |
|-----------|--------------------------|---|---|
| Q1 | Is the Applicant: | | |
| | a. | An individual? | <input type="checkbox"/> Answer question 2 |
| | b. | A company or other corporate body? | <input checked="" type="checkbox"/> Answer question 3 & 4 |
| | c. | A partnership or other unincorporated body? | <input type="checkbox"/> Answer question 5 |

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| Q2 | Answer only where the applicant is an individual: | |
| | Full name of the Applicant: | |
| | Applicant's permanent private address: | |
| | Occupation (during preceding six months): | |
| | Telephone No: | |

You need to complete Annex A. Now go to question 5

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| Q3 | Answer only if the Applicant is a company or other corporate body: | |
| | Full name of the Applicant: | Star Oyster Limited |
| | Applicant's trading address: | 1 The Quadrant, Bridge Street, Guildford, Surrey, GU14SG |
| | Applicant's registered address (if different): | 4 th Floor Friary Court, 13-21 High Street, Guildford, Surrey, GU1 3DL |

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| What is the registered number of the Applicant: | 02482102 |
| What are the full names of all the Directors and Company Secretary: | Mrs Nicole Collette Harper |
| Are any persons responsible for the management of the Applicant other than the Directors and Company Secretary? If so, state their names: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Michel Wayne Harper |
| All individuals names above need to complete Annex A. Now go to question 5 | |

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| Q4 | Answer only if the applicant is a partnership or other unincorporated body: | |
| | Full name of the Applicant: | |
| | Applicant's trading address: | |
| | What are the full names of the Applicant's Partners: | |
| | Are there persons responsible for the management of the Applicant other than the Partners? If so, state their full names: | |
| | Has the Applicant previously been known by any other name, and if so, what: | |
| All individuals named above need to complete Annex A. Now go to question 6 | | |

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| Q5 | Will the business for which a licence is sought be managed by or carried on for the benefit of a person other than those already mentioned in answer to Q2 to Q4 above. This includes third parties such as funders and suppliers where the arrangements are not on normal arms-length commercial terms or any persons who may share in the profits: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | Has the Applicant previously been known by any other name, and if so, what? | |
| | If the answer is yes, state their name(s). If a body corporate body, state their place of registration and registered number, and the full name(s) of all Directors and the Company Secretary: | |
| All individuals named above need to complete Annex A. Now go to question 6 | | |

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| Q6 | Has any body corporate or unincorporated named in Q3 to Q5 above: | | |
| | • Ever been convicted of a criminal offence, issued with a caution, or bound over to be of good behaviour? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| | • Ever had a grant or renewal application for a sex shop, sex cinema or sexual entertainment venue licence refused or such licence revoked? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| | • Ever been the subject of insolvency proceedings? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| | • If Yes, please provide full details including dates (this can be done on a separate piece of paper): | | |

Note: Question 6 does not apply to individuals as they are required to answer similar questions in Annex A.

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| Q7 | Does the Applicant have a trading name different from that given in answer 2, 3 or 4 above? If so, state the trading name: | NO |
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| Q8 | Does the Applicant operate any other sex shop, sex cinema or sexual entertainment venue in the borough, whether licensed or not? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| | If so, state the name, address and type(s) of sex establishment (e.g. sex shop, sex cinema, sexual entertainment venue): | | |

Notes to Applicant:

Each of the individuals named in Questions 2, 3, 4 and 5 must complete a copy of the form attached at Annex A to this application.

These form part of the application and must be submitted with this application. If not, the application will not be regarded as complete and will not be processed. It will be rejected if not made complete within seven working days of receipt.

B. THE PREMISES, VEHICLE, VESSEL OR STALL

| | | | |
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| Q9 | Is this application in respect of: | Premises <input checked="" type="checkbox"/> | Go to Question 11 |
| | | Vehicle <input type="checkbox"/> | |
| | | Vessel <input type="checkbox"/> | |
| | | Stall <input type="checkbox"/> | |
| | | | |

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| Q10 | Answer only where the application is for a vehicle, vessel or stall: | | |
| | Give a description and state all locations where the vehicle/vessel/stall is proposed to be located during use as a sexual entertainment venue. If moving please describe the route to be taken and any places where it will be stationary: | | |
| Now go to question 12 | | | |

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| Q11 | Postal address of premises: | The Quadrant, Onslow Street | | |
| | Post Town: | Guildford | Postcode: | GU1 4SG |
| | Telephone Number: | n/a | Email Address: | n/a |

For Q12 to Q14 reference to premises should be taken to include vehicle, vessel or stall as appropriate.

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| Q12 | Is the whole of the premises to be used as a sexual entertainment venue? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| | If not, state the use of the remainder of the premises: | Not yet identified, however development has permission for classes; A1,A2,A3,A3,A4,A5,D2. Please find attached conservation area consent. | |
| | State the full names of those who are responsible for the management of the remainder of the premises: | Not yet identified. | |

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| Q13 | State the nature of the Applicant's interest in the premises: | a. Owner <input checked="" type="checkbox"/> |
| | | b. Lessee <input type="checkbox"/> |
| | | c. Sub-lessee <input type="checkbox"/> |
| | If the Applicant is a lessee or sub-lessee, state: (i) The name and address of the landlord: | N/A |
| | (ii) The name and address of the superior landlord (if any): | N/A |

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| Q14 | Is customer access to the premises: | |
| | Directly from the street or a public thoroughfare? | <input checked="" type="checkbox"/> |
| | From other premises? | <input type="checkbox"/> |
| | Please provide details: | There is direct access from the street, however please refer to plans. |
| Is each customer access from the street to be supervised at all times the premises are open to the public? | | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| If the answer is No, give full details of proposed door controls and supervision: | | |

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| Q15 | Are the premises being used as a sex shop, sex cinema or sexual entertainment venue at the date of this application? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | If the answer is Yes, state the name and address of the body or person now operating the business: | Name: |
| | | Address: |

C. MANAGEMENT OF THE BUSINESS

| | | | |
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| Q16 | State the identity of the person who will be primarily responsible for the day to day management of the business at the premises: | Name: | Michel Wayne Harper |
| | Will that person be based at the premises and will the management of the business there be his/her sole and exclusive occupation: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | |
| | Which person(s) will be responsible for the day to day management of the business in the absence of the person named above: | Name: | Nicole Alicia Harper |
| | Confirm that the relief manager(s) or one of them will be based at the premises full time in the absence of the Manager: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | |
| You should ensure that any person listed in this question is also included in Q2 to Q5 above as appropriate. | | | |

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| Q17 | State all times at which the premises will be used as a Sexual Entertainment Venue, in 24:00 clock | | | | |
| | Day | Start | Finish | Please give further details here: | |
| | Mon | 12.00PM | 5.30AM | | |
| | | | | | |
| | Tue | 12.00PM | 5.30AM | | |
| | | | | | |
| | Wed | 12.00PM | 5.30AM | | State any seasonal variations: |
| | | | | | On the occasion of the commencement of British summertime, an extra hour be added to this time. |
| | Thur | 12.00PM | 5.30AM | | |
| | | | | | |
| | Fri | 12.00PM | 5.30AM | | Non-standard timings. Where you intend to use the premises at different times from those listed in the column on the left: |
| | | | | | From 11.00PM on New Years Eve to 5.30AM on 2nd January. |
| | Sat | 12.00PM | 5.30AM | | |
| | | | | | |
| Sun | 12.00PM | 5.30AM | | | |
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| Q18 | State proposals in respect of: (A plan of the exterior must be submitted): | | |
| | Exterior Signage: N/A | Nature: | |
| | | Size: | |
| | | Images: | |
| | | Copy Supplied: | Yes <input type="checkbox"/> |
| | Advertising: N/A | Nature: | |
| | | Size: | |
| | | Images: | |
| | | Copy Supplied: | Yes <input type="checkbox"/> |
| | Window Displays: N/A | Nature: | |
| | | Size: | |
| | | Images: | |
| Copy Supplied: | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

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| Q19 | State any proposals for solicitation or advertisement of business in public areas: | | |
| | Fliers: N/A | Images: | |
| | | Copy Supplied: | Yes <input type="checkbox"/> |
| | Business Cards: N/A | Images: | |
| | | Copy Supplied: | Yes <input type="checkbox"/> |
| | Other: N/A | Images: | |
| Copy Supplied: | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

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| Q20 | What means are to be taken to prevent the interior of the premises being visible to passers-by? |
| | Not applicable as four floors above ground, please refer to plans. |

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| Q21 | State what age restrictions are to be applied in respect of admissions, and how are these to be enforced: In answering, state what forms of identity will be accepted. |
| | Admission strictly 18+ Door supervisors will be responsible for age enforcement. Photographic official identification will be required such as; passport, driving license and other recognised forms of identification. |

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| Q22 | State the arrangements for CCTV and for retention of recordings. In answering, state whether all public areas are to be covered by CCTV at all times the business is open and whether the feed from all cameras will be recorded. |
| | Please find attached document 'CCTV Condition'. |

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| Q23 | State whether the proposal is for full nudity (nudity is defined as Paragraph 2A(14) of Schedule 3: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | |
| | Give full details of the nature of the entertainment: | |
| | Lap Dancing: | Yes |
| | Pole Dancing: | Yes |
| | Stage Strip-tease: | Yes |
| | Other: | Show dancing |
| State whether arrangements are proposed for private booths or areas. If so, provide full details (highlighted on accompanying plans), including proposals for supervision of such areas. | | There are no proposals for private booths. |

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| Q24 | This question need not be answered in the case of renewals. | |
| A | Set out the system for training all staff in the Code of Conduct for Dancers, and enforcing compliance. <i>(Note: the Code of Conduct must be attached to this form.)</i> | Training of staff will be given and provided by management. All SIA, security and compliance training will be provided by TRIFORCE. |
| B | Set out the system for notifying customers of the Code of Conduct for Customers, and for monitoring and enforcing compliance. <i>(Note: the Rules for Customers must be attached to this form.)</i> | Please refer to attached document 'Code of Conduct for customers' |

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| Q25 | Set out any further information which you wish the authority to take into account: |
| <p>The applicant has successfully operated a venue at this location for over five years without intervention or comment from the licensing authority or police. Our systems and protocols will be enhanced for the new premises, as identified.</p> | |

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| Q26 | Is there any information on this form which you do not wish to be seen by members of the public? If so, state which information and the reasons why you do not wish it to be seen: |
| | No |

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| Q27 | Please use the checklist below to ensure you have completed all parts of the application. Tick to confirm you have enclosed all of the required information documents: | |
| | I have made or enclosed payment of the fee | <input type="checkbox"/> |
| | I have enclosed plans of the premises (scale 1:100) that detail all the relevant information including the designated performance areas, access and egress, etc | <input checked="" type="checkbox"/> |
| | I have enclosed a site plan detailing the location of the premises (scale 1:1250) in relation to the surrounding area | <input checked="" type="checkbox"/> |
| | I have enclosed drawings of the proposed front elevation as existing and as proposed (scale 1:50) | <input checked="" type="checkbox"/> |
| | I have enclosed a copy of any other licences for the premises | <input checked="" type="checkbox"/> |
| | I have enclosed the Code of Conduct for Dancers | <input checked="" type="checkbox"/> |
| | I have enclosed the Code of Conduct for Customers | <input checked="" type="checkbox"/> |
| | I have enclosed a completed Annex A for all individuals named in questions 2 to 5 | <input checked="" type="checkbox"/> |
| | I understand and agree that I must send a copy of my complete application to the Chief Officer of Police no later than seven days after the date of the application | <input checked="" type="checkbox"/> |
| | I understand that I must now advertise my application on or near the Premises for 21 days starting with the date of the application | <input checked="" type="checkbox"/> |
| | I understand that I must advertise the application in a local newspaper within seven days after the date of the application and that a copy of the complete newspaper must be provided to the Licensing Authority in accordance with paragraph 10(8), Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 | <input checked="" type="checkbox"/> |
| | Should the information provided in relation to this application form cease to be correct, or if there are any changes in the information provided in the application form between the date the application is submitted and the date it is determined, the Applicant must advise the Licensing Authority immediately. Failure to do so may result in any licence issued being revoked. | <input checked="" type="checkbox"/> |



I/we agree to notify the Licensing Authority should any of the information given in this application change.

Applicants are information that any person who, in connection with an application for the grant, renewal or transfer of a 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 £20,000.

I/We certify to the best of my/our knowledge and belief that the information given in this application is complete and correct in every respect

| | |
|---------------------------|----------------------------|
| Name: | Mrs Nicole Collette Harper |
| Position in Organisation: | Director |
| Date: | 16-12-15 |
| Signature: | [Redacted] |

| | | | | |
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| Q28 | Contact name (where not previously given) and postal address for correspondence associated with this application: | | | |
| | Address: | 1 The Quadrant, Bridge Street | | |
| | Postal Town: | Guildford | Post Code: | GU1 4SG |
| | Telephone Number: | [Redacted] | | |
| | Mobile Number: | n/a | | |
| | Email Address: | [Redacted] | | |

Please return the fully completed form and all attachments to:
**Licensing
Health & Community Care
Guildford Borough Council
Millmead House
Millmead
Guildford
Surrey
GU2 4BB**

Statutory declaration sheet for application for variation of Sexual Entertainment Venue licence

One of these forms must be completed by: (i) the applicant;
 (ii) all directors of any company applying for a licence; and
 (iii) any other person who will be responsible for the management of the licensed premises

Further copies of this form can be downloaded from our website at:
www.guildford.gov.uk/???

| | | | |
|-----------|---|--|---|
| Q1 | Full name: | Mr Michel Wayne Harper | |
| | Former Name (if any): | n/a | |
| | Position in relation to Applicant (e.g. Director, Partner, Manager): | Manager/ Owner | |
| | Date of Birth: | [REDACTED] | |
| | Gender: | Male <input checked="" type="checkbox"/> | Female <input type="checkbox"/> |
| | Permanent Residential Address: | [REDACTED] | |
| | If the resident at this address for less than 3 years, state previous address: | | |
| Q2 | Have you been a resident in the United Kingdom for more than six months prior to the date of the application? | | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| | If the answer is No, give the date your residency started: | | |

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| Q3 | Have you ever been disqualified from holding a sex establishment licence (sex shop, sex cinema or sexual entertainment venue) under Schedule 3, Paragraph 17 of the Local Government (Miscellaneous Provisions) Act 1982? | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | |

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| Q4 | Have you ever been involved in the management of a business, whether as proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal, reviewed or revoked? | | | | | |
| | Sex establishment licence | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Licence for the sale of alcohol | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | |
| | Licence for the provision of entertainment, whether sexual or otherwise | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Personal licence under the Licensing Act 2003 | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| If the answer is Yes, to any of the above, give full details: | 2008 review GU1 Communications, trading company DPS- resigned. | | | | | |

| | | | | | | | | |
|----|---|----------------------------|--------------------------|-----------------|-----|--------------------------|----|-------------------------------------|
| Q5 | Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? | | | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | | | |
| | Details of previous convictions and/or cautions: | | | | | | | |
| | Date of Conviction | Court of Conviction | Nature of Offence | Sentence | | | | |
| | | | | | | | | |

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| Q6 | To your knowledge are you currently the subject of any criminal investigation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | |

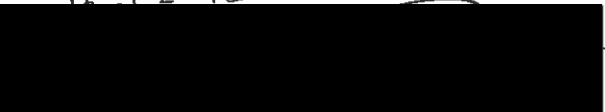
| | | |
|----|---|--|
| Q7 | Have you ever had a civil legal action taken against you? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | |
| | If the answer is Yes, give full details: | Parental dispute over custody of my daughter, Nicole Harper Planning enforcement, Waverley Borough Council. |

| | | |
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| Q8 | Have you ever been declared bankrupt or entered into an arrangement with creditors or an individual voluntary arrangement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | |
| | If the answer is Yes, give full details: | Expended Voluntary Arrangement- End date 9/07/2012 |

| | | |
|----|--|--|
| Q9 | Have you ever been disqualified from acting as a company director? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | |

| | |
|------------|---|
| Q10 | Is there any other information which you believe the licensing authority would reasonably expect notice of or you would like the licensing authority to take into account when considering the information you have supplied? |
| | <p>The licensing authority have more than 25 years of licensing history to rely upon in support of good conduct. I have operated without any cause for concern a similar premises for lap dancing at this location for a period of 5 years.</p> <ol style="list-style-type: none"> 1. Please have regard for variation application explanation attached. 2. Please have regard for proposed condition to vary standard condition. |

| | |
|------------|---|
| Q11 | Is there any information on this Annex which you do not wish to be seen by members of the public? If so, state which information and the reasons why you do not wish it to be seen: |
| | No |

| | | |
|------------|---|--|
| Q12 | I declare that I believe the information given above is true and complete in every respect. | |
| | Name: | Michel Wayne Harper |
| | Position in Organisation: | Manager/Owner |
| | Date: | 11.12.15 |
| | Signature: |  |

Where the applicant is a body corporate or unincorporated, this application should be signed by a partner, the secretary or a director stating in which capacity it is signed.

Statutory declaration sheet for application for Variation of Sexual Entertainment Venue licence

One of these forms must be completed by: (i) the applicant;
 (ii) all directors of any company applying for a licence; and
 (iii) any other person who will be responsible for the management of the licensed premises

Further copies of this form can be downloaded from our website at:
www.guildford.gov.uk/???

| | | | |
|-----------|--|-------------------------------|--|
| Q1 | Full name: | Miss Nicole Alicia Harper | |
| | Former Name (if any): | n/a | |
| | Position in relation to Applicant (e.g. Director, Partner, Manager): | Manager | |
| | Date of Birth: | [REDACTED] | |
| | Gender: | Male <input type="checkbox"/> | Female <input checked="" type="checkbox"/> |
| | Permanent Residential Address: | [REDACTED] | |
| | If the resident at this address for less than 3 years, state previous address: | | |

| | | | |
|-----------|---|---|-----------------------------|
| Q2 | Have you been a resident in the United Kingdom for more than six months prior to the date of the application? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| | If the answer is No, give the date your residency started: | | |

| | | | | | | |
|----|---|--|-----|--------------------------|----|-------------------------------------|
| Q3 | Have you ever been disqualified from holding a sex establishment licence (sex shop, sex cinema or sexual entertainment venue) under Schedule 3, Paragraph 17 of the Local Government (Miscellaneous Provisions) Act 1982? | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | |

| | | | | | | |
|---|--|-----|--------------------------|----|-------------------------------------|--|
| Q4 | Have you ever been involved in the management of a business, whether as proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal, reviewed or revoked? | | | | | |
| | Sex establishment licence | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Licence for the sale of alcohol | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Licence for the provision of entertainment, whether sexual or otherwise | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Personal licence under the Licensing Act 2003 | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| If the answer is Yes, to any of the above, give full details: | 2008 review GU1 Communications, trading company DPS- resigned. | | | | | |

| | | | | | | | | |
|----|---|----------------------------|--------------------------|-----------------|-----|--------------------------|----|-------------------------------------|
| Q5 | Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? | | | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | | | |
| | Details of previous convictions and/or cautions: | | | | | | | |
| | Date of Conviction | Court of Conviction | Nature of Offence | Sentence | | | | |
| | | | | | | | | |

| | | |
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| Q6 | To your knowledge are you currently the subject of any criminal investigation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | |


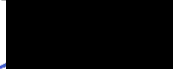
| | | |
|-----------|---|--|
| Q7 | Have you ever had a civil legal action taken against you? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | <div style="background-color: black; width: 100%; height: 1em; margin-bottom: 5px;"></div> Planning enforcement, Waverley Borough Council. |

| | | |
|-----------|--|--|
| Q8 | Have you ever been declared bankrupt or entered into an arrangement with creditors or an individual voluntary arrangement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | Expended Voluntary Arrangement- End date 9/07/2012 |

| | | |
|-----------|--|--|
| Q9 | Have you ever been disqualified from acting as a company director? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | |
| | If the answer is Yes, give full details: | |

| | |
|------------|--|
| Q10 | <p>Is there any other information which you believe the licensing authority would reasonably expect notice of or you would like the licensing authority to take into account when considering the information you have supplied?</p> |
| | <p>1. Please have regard for variation application explanation attached.</p> <p>2. Please have regard for proposed condition to vary standard condition.</p> |

| | |
|------------|--|
| Q11 | <p>Is there any information on this Annex which you do not wish to be seen by members of the public? If so, state which information and the reasons why you do not wish it to be seen:</p> |
| | <p>No</p> |

| | | |
|------------|---|---|
| Q12 | I declare that I believe the information given above is true and complete in every respect. | |
| | Name: |  |
| | Position in Organisation: | Manager |
| | Date: | 16/12/15 |
| | Signature: |  |

Where the applicant is a body corporate or unincorporated body this application should be signed by a partner, the secretary or a director stating in which capacity it is signed.

Statutory declaration sheet for application for variation of Sexual Entertainment Venue licence

One of these forms must be completed by: (i) the applicant;
 (ii) all directors of any company applying for a licence; and
 (iii) any other person who will be responsible for the management of the licensed premises

Further copies of this form can be downloaded from our website at:
www.guildford.gov.uk/???

| | | |
|-----------|--|--|
| Q1 | Full name: | Mrs Nicole Collette Harper |
| | Former Name (if any): | n/a Maiden Name- Lenoble |
| | Position in relation to Applicant (e.g. Director, Partner, Manager): | Director |
| | Date of Birth: | [REDACTED] |
| | Gender: | Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> |
| | Permanent Residential Address: | [REDACTED] |
| | If the resident at this address for less than 3 years, state previous address: | |

| | | | |
|-----------|---|---|-----------------------------|
| Q2 | Have you been a resident in the United Kingdom for more than six months prior to the date of the application? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| | If the answer is No, give the date your residency started: | | |

| | | | | | | |
|----|---|--|-----|--------------------------|----|-------------------------------------|
| Q3 | Have you ever been disqualified from holding a sex establishment licence (sex shop, sex cinema or sexual entertainment venue) under Schedule 3, Paragraph 17 of the Local Government (Miscellaneous Provisions) Act 1982? | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | |

| | | | | | | |
|----|--|-----|--------------------------|----|-------------------------------------|--|
| Q4 | Have you ever been involved in the management of a business, whether as proprietor, director, company secretary, partner, manager, supervisor or otherwise which has had any of the following types of licence refused, refused on renewal, reviewed or revoked? | | | | | |
| | Sex establishment licence | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Licence for the sale of alcohol | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Licence for the provision of entertainment, whether sexual or otherwise | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | Personal licence under the Licensing Act 2003 | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | |
| | If the answer is Yes, to any of the above, give full details: | | | | | |

| | | | | | | |
|----|---|----------------------------|--------------------------|--------------------------|----|-------------------------------------|
| Q5 | Have you ever been convicted of a criminal offence, whether in the United Kingdom or elsewhere? | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: | | | | | |
| | Details of previous convictions and/or cautions: | | | | | |
| | Date of Conviction | Court of Conviction | Nature of Offence | Sentence | | |
| | | | | | | |

| | |
|-----------|--|
| Q6 | To your knowledge are you currently the subject of any criminal investigation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: |


| | |
|-----------|---|
| Q7 | Have you ever had a civil legal action taken against you? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: |

| | |
|-----------|--|
| Q8 | Have you ever been declared bankrupt or entered into an arrangement with creditors or an individual voluntary arrangement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: |

| | |
|-----------|--|
| Q9 | Have you ever been disqualified from acting as a company director? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| | If the answer is Yes, give full details: |

| | |
|------------|--|
| Q10 | Is there any other information which you believe the licensing authority would reasonably expect notice of or you would like the licensing authority to take into account when considering the information you have supplied? |
| | <p>The licensing authority have more than 25 years of licensing history to rely upon in support of good conduct. I have been a director of a business carrying on similar activities, such as lap dancing as being applied for, for a number of years.</p> <ol style="list-style-type: none"> 1. Please have regard for variation application explanation attached. 2. Please have regard for proposed condition to vary standard condition. |

| | |
|------------|---|
| Q11 | Is there any information on this Annex which you do not wish to be seen by members of the public? If so, state which information and the reasons why you do not wish it to be seen: |
| | No |

| | | |
|------------|---|--|
| Q12 | I declare that I believe the information given above is true and complete in every respect. | |
| | Name: | Mrs Nicole Collette Harper |
| | Position in Organisation: | Manager |
| | Date: | 16.12.15 |
| | Signature: |  |

Where the applicant is a body corporate or unincorporated body this application should be signed by a partner, the secretary or a director stating in which capacity it is signed.

Proposed Conditions to Variation Application

These conditions will generally be attached to all licences granted under the Act. These conditions may be dispensed with added to or modified by the council where appropriate. Where, in these conditions there is a reference to the consent of the council being required the consent may be subject to terms conditions and restrictions as appropriate.

In accordance with Home Office guidance, where a condition is inconsistent with and is more onerous than a condition in a licensing Act premises licence, the Licensing Act condition shall cease to apply.

Sexual Entertainment Venues

General

1. Unless stated otherwise, the licence hereby granted shall operate for five years from the date on the licence, after which it shall cease to be in effect unless an application for renewal is submitted in the manner prescribed by the council.
2. The licensee shall operate a code of practice for dancers and code of conduct for customers. These documents will be adopted in consultation with the Council and Surrey Police and shall be made available to any police officer or authorised officer of the Council on request.

Exhibition of the licence

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

Hours of opening (to be tailored to Individual licences)

4. The premises shall only be open to the public during the following hours:

| | |
|-----------|----------|
| Monday | Friday |
| Tuesday | Saturday |
| Wednesday | Sunday |
| Thursday | |

Conduct on the premises

5. Dancers shall only perform on the area identified on the plan attached to the licence.
6. Striptease entertainment shall only be performed by the dancer.
7. There must be no intimate contact between dancers.
8. Penetration of the genital area by any means must not take place.
9. Customers shall not be permitted to throw money at the dancers.

External appearance

10. There shall be a notice displayed inside each entrance or doorway to the premises which shall clearly be visible to any person entering the premises which states the following:

Strictly No Admittance to Persons Under 18 Years of Age

This premises operates a Challenge 21 policy.

Persons who appear to be under the age of 21 will be required to show proof of age.

11. Access to the licensed area of the premises shall 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.

Advertising

12. Any window display shall not be of a sexually explicit nature and shall not contain images or text of a sexually explicit nature.

Layout of premises

23. No access by patrons shall be permitted through the premises to any other adjoining or adjacent premises except in the case of an emergency.
24. No alterations (including temporary alterations) shall be made to the structure of the premises without the prior written consent of the council. This condition does not require notice to be given in respect of routine maintenance works. Where there is any doubt the licensee should seek advice from the council.

Management of the premises

25. The licensee, or a responsible person nominated by him/her in writing for the purpose of managing the venue ("the manager") shall have personal responsibility for and be present on the premises whilst relevant entertainment is being performed. Any such nomination shall be produced on demand to an authorised officer of the council or a police constable.
26. The licensee shall ensure that any person nominated by him/her in accordance with Condition 28:
 - 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 the written nomination referred to above at all times when they are in charge of and present on the premises.

29. Where the licensee, 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.
30. The licensee shall retain control over all parts of the premises where licensable activity is taking place, and shall not let licence or part with possession of any such part of the premises. The council must be notified as soon as reasonably practicable 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.
31. The licensee shall ensure that the public is not admitted to any part or parts of the premises which have not been approved by the council for the purposes of public access.
32. No persons under the age of 18 shall be admitted to the premises whilst the SEV license is in operation.
33. The licensee shall operate a Challenge 21 age verification policy..
34. The licence holder shall not employ any person under the age of 18 in any capacity while the SEV license is in operation.

Safety and security

35. A suitable Closed-Circuit Television (CCTV) system shall be in operation at the premises at all times when licensable activities are being carried out. The CCTV system shall cover areas of the premises to which the public are permitted to have access. The CCTV system shall cover the main entrances and exits and designated emergency exit routes from the premises. The CCTV system shall cover external areas of the premises accessed by the public. The location of the CCTV cameras shall be identified on the site plan of the premises in consultation with Surrey Police/British Transport Police and the licensing Authority.
36. The CCTV system shall be of a sufficient resolution quality to enable the identification of persons and activities and other details such as vehicle registration number plates. The CCTV system shall contain the correct time and date stamp information. The CCTV system shall have sufficient storage retention capacity for retention of a minimum of 31 days' continuous footage which shall be of good quality. The CCTV footage shall be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record shall be kept of who has accessed the system, the reason why and the date and time of access.
37. The data controller, under the Data Protection Act 1998, who is responsible for any CCTV images captured on cameras on the premises shall on the lawful request of an authorised officer or an officer of Surrey Police/British Transport Police, cause any required footage to be downloaded immediately or where this is not possible, as soon as reasonably practicable, and supplied to the requesting officer. Where the CCTV images are not supplied at the time of the request being made the data controller shall ensure that they are secured to prevent any overwriting.

38. The CCTV system shall be adequately maintained and be capable of transporting recorded material onto a removable media. The CCTV system replay software must allow an authorised officer or an officer of Surrey Police/British Transport Police to search the picture footage effectively and see all the information contained in the picture footage for the purpose of detecting investigating and preventing crime. It must be possible to replay exported files immediately eg. no re-indexing of files or verification checks shall be required.
39. A minimum of two Security Industry Authority registered door staff shall be present on the premises during the performance of relevant entertainment. In addition, the licensee shall provide such additional SIA registered door staff as shall be reasonably required by Surrey Police or the licensing Authority.

Staff welfare

40. Before a dancer is permitted to work on the premises the licensee shall ensure that the dancer:
- a) has not been convicted of theft drug offences or prostitution
 - b) has the right to work in the UK
- The licensee shall keep records of the checks made including copies of any documentation such as a basic disclosure, passport visa, driving licence or national insurance number provided by the dancer.
41. The licensee shall provide new dancers with a pack of information. This pack shall include:
- a) A copy of the Sex Establishment Licence, including the conditions applied by the licensing Committee.
 - b) Details of any other conditions applied by the management of the premises
 - c) Details of how to report crime to the relevant authority
 - d) Details of the premises public liability insurance
 - e) Information on how dancers can obtain personal liability insurance
 - f) Details of unions trade organisations or other bodies that represent the interests of dancers
 - g) A copy of the code of conduct for dancers
 - h) A copy of the code of conduct for customers
 - i) Price lists for drinks and sexual entertainment
42. The information required in accordance with Condition 42 shall be provided in the dressing rooms or alternatively a sign shall be placed in the dressing rooms advising that the information pack is available on request.

43. Dancers shall only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.
44. Any person on the premises who can be observed from outside the premises shall be properly and decently dressed.
45. The licensee shall ensure that dancers have secure dressing rooms facilities to secure valuables and proper sanitation facilities available to them.

Guidance Notes for Applicants

1. Application

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

A separate 'Annex A' form must be completed by each of the individuals named in Questions 2, 3, 4 and 6 of the application form. These must be submitted with the application.

The correct fee should be enclosed with the application.

The application must be served on Surrey Police at:

**The Police Licensing Team
Millmead House
Millmead
Guildford
Surrey
GU2 4BB**

No later than seven days after submitting the application to Guildford Borough Council.

2. The Plan

The layout plan must show:

- (a) the layout of the premises including, e.g. stage, bars, cloakroom, WC's, performance areas and dressing rooms
- (b) the extent of the boundary of the premises outlined in red
- (c) the extent of the public areas outlined in blue
- (d) uses of different areas in the premises, e.g. performance areas and reception
- (e) structure or objects (including furniture) which may impact on the ability of individuals to use exits or escape routes without impediment
- (f) location of points of access to and egress from the premises
- (g) any parts used in common with other premises
- (h) position of CCTV cameras
- (i) where the premises includes a stage or raised area, the location and height of each stage or area relative to the floor
- (j) where the premises includes any steps, stairs, elevators or lifts, the location of the same
- (k) the location of any public conveniences, including disabled WC's
- (l) the position of any ramps, lifts or other facilities for the benefit of disabled people
- (m) any level changes at the entrance to or within public parts of the premises which may be inaccessible to disabled people
- (n) the location and type of fire safety and any other safety equipment
- (o) the location of any kitchen on the premises
- (p) the location of emergency exits.

3. Public Notices

A notice must be displayed at, or on, the premises to which the application relates for a period of not less than 21 consecutive days from the day following the day the application was given to the Council. The notice must be able to be conveniently read from the exterior of the premises.

Where the premises cover an area of more than 50 square meters, a further identical notice must be displayed every 50 metres along the external perimeter of the premises abutting the highway.

The full regulations regarding the size, content and font to be used on public notices can be obtained from the Licensing Service.

A notice must also be placed in a local newspaper circulating in the area within seven days of serving the application on the Council.

You must send a copy of the newspaper containing the advertisement as soon as is reasonably practicable to the Licensing Service.

4. Grant of a Licence

The Council may grant to any applicant a licence for the use of a premises as a sexual entertainment venue on such terms and conditions as specified by the Council.

A licence will remain in force for one year, or such shorter period specified in the licence, unless previously cancelled or revoked.

To apply for the grant of a sexual entertainment venue licence an applicant must send to the Council:

- (a) a completed application form, including documents detailed in Question 27
- (b) the fee
- (c) a plan of the premises to which the application relates (to the scale of 1:100) showing all means of ingress and egress to and from the building, layout of the premises
- (d) a site plan detailing the location of their premises in relation to the surrounding area and other premises (to the scale of 1:1250)
- (e) drawings showing the front elevation of the premises as existing and as proposed (to the scale of 1:50).

And must also:

- (f) display a notice at or on the premises (see section 1 above)
- (g) place a public notice in a local newspaper (see section 1 above)
- (h) serve a copy of the application on the Chief Officer of Police.

CCTV Condition

- **CCTV shall be installed and all cameras shall continually record whilst the premises are open to the public and the video recording shall be kept available for a minimum of 31 days with time and date stamping. Videotapes shall be kept in a locked secure place and shall not be viewed except for proper management purposed. No copies of shall be made except for distribution to or under the direction of the licensing authority and/or Surrey Police. Videotapes shall be made available to the licensing authority and to Surrey Police together with facilities for viewing. If requested. Tape recordings shall be erased promptly after 31 days. In this condition, "video tapes" and "video recordings" shall include storages and retrieval on and from any digital medium or any other system. (*Condition F14 on Premises Licence GUPLA0518 Unit 2*)**

SUPPLY OF SERVICE RULES

All Entertainers must abide by these rules at all times

- No physical contact between you or the customer during a performance.
- You must never arrange to go home with a customer after you leave the premises. No entertainer is to meet a customer outside of the premises.
- Customers must remain seated for the entire dance and the Entertainer is required to ensure this occurs.
- No sitting on chairs during dances.
- Between dances you must have your dress on, you may not walk around in an indecent fashion.
- You may do consecutive dances for the same customer without redressing each time providing the customer is fully aware that he will be charged for each new dance.
- No glasses or smoking in the dressing room.
- No chewing gum.
- Entertainers are required to conduct themselves in a sober and proper manner.
- Always wear a garter on your thigh.
- No bags in left on the floor in public areas.

Code of Conduct for Customers

Terms and Conditions

- Patrons wishing to use our cashing facility can do so by purchasing our own currency known as Harpoons. This facility is available in Harpers at the cash desk in the lounge area. Please ask a member of staff.
- No unsecured account or credit facility are available, without exception.
- We accept most major credit and debit cards in exchange for Harpoons.
- Harpoons can be used for payment of dancers and hostess and the tipping of service staff. They cannot be used for the purchase of drinks, hospitality or any other monetary transaction.
- A 20% surcharge will be added to your credit card transaction for the use of these cashing facilities.
- The Harpoons are not refundable or transferable and are only valid within these premises for the above mentioned purposes. We reserve the right to withdraw the use of these at any time after the close of business that day without notification and the value attributed to them is for the day of purchase only.
- Please note all dancers must be paid in cash or with Harpoons. Credit cards are not accepted for dancing or tipping.
- A dance will last for the term of an individual song lasting approximately 3 minutes.
- An individual topless tableside dance costs £10.00 and a fully nude tableside dance is £20.00 per dance. Table dance fees are set by the venue and are considered a fee and not a tip or gratuity.
- Invitation to a hostess or a dancer to be seated at your table in your company will incur a charge of £200.00 per hour in the main club areas, chargeable in 30 minute tranches. Payment to the club not to the invitee.

The Rules

- Gentlemen must be seated before a dance can commence a dance and must remain seated at all times during the dance with their hands at their sides. There should be no contact between the dancer and customer.
- There must be no touching of the dancers at any time.
- The exchange of personal details or solicitation and/or rendezvous between patron and dancer is strictly forbidden and will result in the patron being asked to leave the venue and being barred. The dancer will be dismissed.
- Customers must not participate in a dance or any form of entertainment.
- The customer must remain fully clothed at all times.
- It is strictly forbidden for a Dancer to leave the club with a customer or rendezvous. Solicitation is forbidden by either party.
- Any breach of the above rules will result in the customer being excluded from the club.

VARIATION APPLICATION EXPLANATION

Licence No SEV0001

9. Dancers shall only perform on the stage area, or in booths/areas for VIPs, as identified on the plan attached to the licence.

Proposed condition:

Dancers shall only perform on the area identified on the plan attached to the licence.

The applicant's, in support of the above proposed condition, stated that the removal of booths/VIP areas gave the licensing authority greater control to define the areas where the entertainment could take place. In addition, there was a presumption that there would be booths of VIP area, which was not necessarily the case and therefore did not reflect how the premises would operate.

10. Relevant entertainment shall only be performed by the dancer. There must be no audience participation.

Proposed condition:

Striptease entertainment shall only be performed by the dancer.

The applicant's confirmed that the type of relevant entertainment had been defined, namely as 'striptease', as without a clear definition, the licensing authority would have great difficulty in controlling 'relevant entertainment' as it covered too broad a remit of different types of activity.

11. There must be no physical contact between dancers.

Proposed condition:

There must be no intimate contact between dancers during a performance.

The applicant states that intimate contact described the type of activity more accurately than the standard condition.

12. There must be no physical contact between the dancer and the customer at any time.

Proposed condition:

The applicant proposed to delete this as it was a repetitive condition.

13. Any performance shall be restricted to dancing and the removal of clothes. There shall not be any other form of sexual activity or stimulation, which, for the avoidance of doubt, includes kissing.

The above condition was considered inappropriate and therefore deleted as the term 'performance' precluded any other type of performance that could be taking place such as magic shows or hosting pop groups.

The applicant's Counsel, Mr Bowes, asked if it was possible to put a note on the licence, if granted, which stated that conditions only applied when 'relevant entertainment' was taking place. It would assist the applicant and operators to help them distinguish between the different types of operations that would be hosted. The Licensing Officer confirmed that he was content with adding a note, as it was a statement of the current legal position.

14. Sex toys must not be used and penetration of the genital area by any means must not take place.

Proposed condition:

Penetration of the genital area by any means shall not take place.

The above proposed condition was recommended, as it was felt by the applicant that it would prevent licensing officers having to decide what was and was not a sex toy.

15. Wording of standard condition not changed.

16. Proposed condition referred to a Challenge 21 policy in place on the Challenge 25 policy referred to in the standard condition.

17. The external appearance of the premises must be approved by the council in writing.

The above condition has been deleted as it was the applicant's assertion that it was duplicating the jurisdiction of the planning authority. The external appearance of the premises should be regulated by the planning authority.

18. Any change to the external appearance must be approved by the council. The operator must notify the Council in writing of any proposed change and shall provide a drawing of the existing and proposed street elevation. This must be approved by the council before any work is undertaken.

The above condition had been deleted for the same reasons given above in relation to condition 17.

20. Signage shall only be illuminated between 10pm and 6am, and moveable signs placed outside the premises shall be removed between 6am and 10pm.

The above condition had been deleted, as the applicant felt that signage should be agreed by the planning authority.

21. Any unsolicited written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, shall not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.

Proposed condition:

Any window display shall not be of a sexually explicit nature and shall not contain images or text of a sexually explicit nature.

This removed reference to the need for the council's approval for the above mentioned advertisements and it was the applicant's assertion that it removed the burden from the council.

22. Staff employed or subcontracted by the premises shall not verbally or otherwise promote, tout or advertise the premises, except by way of flyers.

The above condition had been deleted, as it is the applicant's view that they should be able to advertise their premises as a commercial enterprise.

23. Leafletting/distribution of flyers shall only be permitted as long as it does not cause public offence. The licensee shall remove any leaflets from the highways within a 100 metre radius of the premises by 6am. The licensee shall operate a flyer distribution policy, which must be approved by the Council.

The above condition has been deleted as it is stated by the applicant that a significant and onerous obligation was being placed on the operator to remove the flyers.

28. Where the licensee is a body corporate, or an unincorporated body, any change of director, company secretary or other person responsible for the management of the body shall be notified in writing to the council within 14 days of such change. Such details as the council may require in respect of the change of personnel shall be furnished within 14 days of a request in writing from the council.

The applicant had deleted the above condition.

29. 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.

Proposed condition:

Where the licensee, 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.

The applicant had removed reference to 'director' and 'company secretary'.

33. The licensee shall operate a Challenge 25 age verification policy. People who appear to be under the age of 25 will be required to show proof of ID prior to admittance. A notice to this effect, in accordance with condition 18 shall be displayed on the premises.

Proposed condition:

The licensee shall operate a Challenge 21 age verification policy.

A Challenge 21 age verification policy is proposed.

44. All booths and VIP areas used for private dances must be visible to supervisors and must not have closing doors, curtains or coverings of any description.

The above condition had been deleted, as it was assumed that the premises would have VIP areas. The supervisors would have visibility and CCTV cameras would be in place.

45. All booths and VIP areas 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 the SIA registered door supervisors working on the premises, at all times when the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.

The above condition had been deleted, as it was not applicable to the premises.

49. Panic alarms shall be fitted to all booths and VIP performance areas and shall be operational at all times.

The above condition had been deleted as panic alarms were not in the applicant's view used in the sexual entertainment industry, or warranted.