

REPORT OF CORPORATE DIRECTOR OF COMMUNITY & CULTURE

Applicant:	Cube Entertainment Limited
Date application Received:	9 December 2008
Last date for representations:	6 January 2009
Application Premises:	<p>Snug Lounge 36-38 Hounds Gate Nottingham NG1 6EP</p> <p>The premises are situated in the City Centre Saturation Zone. The Cumulative Impact Policy may apply to this application if it is shown that the variation is likely to add to the existing cumulative impact.</p> <p>The location of the premises is shown on the map</p>
Licensable Activities carried on at Premises	<p>Current premises licence permits the following licensable activities:-</p> <p>Regulated entertainment:-</p> <ul style="list-style-type: none"> • Live & recorded music • Provision of facilities for dancing <p>Late night refreshment</p> <p>Sale by retail of alcohol</p>
Nature of Application(s)	<p><u>Application Type</u> Variation of premises licence</p> <p><u>Summary of proposed variation:-</u></p> <ol style="list-style-type: none"> 1. To add 'performances of dance' as an additional regulated entertainment consisting of lap, pole and table dancing to include striptease for payment by customers on seven days per week. 2. To remove embedded restrictions and conditions:- <ul style="list-style-type: none"> ◆ Relating to permitted hours for special hours certificates ◆ Prohibiting table, lap and pole dancing and all forms of entertainment dancing or displays that include nudity or sexual performances. <p>See application form for full details. There has been no objection to that part of the application relating to the removal of the embedded restriction relating to permitted hours for special hours certificates and that part of the application may therefore be granted.</p>

Steps Applicant proposes to take to promote the Licensing Objectives	See Operating Schedule for full details
Relevant representations received	<u>Nottinghamshire Police</u> have objected on the grounds of the prevention of crime & disorder and public nuisance and the protection of children from harm. See representation for full details
Matters which the Authority has asked the parties to clarify	<u>All parties</u> <ul style="list-style-type: none"> ◆ Identification of all issues (both factual and legal) which are in dispute. ◆ Identification of all areas of law, Guidance and Policy upon which they intend to rely ◆ Identification of all conditions which they would agree to see placed upon the licence <u>Police</u> <ul style="list-style-type: none"> ◆ <u>Why the proposed variation is likely to add to cumulative impact so as to engage policy IMP2</u>
ISSUES	
Issue 1	Whether <u>variation is likely to add to cumulative impact so as to engage policy IMP2 and if so whether</u> the applicant can rebut the presumption of refusal of this application by demonstrating that the premises will not add to the cumulative impact within the Saturation Zone by virtue of an increase in Crime & Disorder and/or Nuisance .
Relevant Policy	Policy STR1 and Sections 2 and 10 of the Statement of Licensing Policy 2008 -2011 in particular paragraphs 10.15 to 10.24 (including IMP2) and Appendices D and E
Relevant Guidance	Paragraphs 13.24 – 13.39 of the Guidance issued under Section 182 of the Licensing Act 2003
Issue 2	<u>Prevention of Crime and Disorder</u> Whether the proposed application will undermine the above licensing objective.
Relevant Policy	Paragraphs 2.3 to 2.5, 7.12, 9.49 – 9.52, 10.1 - 10.10, Statement of Licensing Policy
Relevant Guidance	Paragraphs 1.26 – 1.30, 2.1 to 2.18; Chapter 10, 13.40 – 13.42 and Annexe D Part 1 of the Guidance issued under Section 182 of the Licensing Act 2003
Issue 3	<u>Prevention of Public Nuisance</u> Whether the proposed application will undermine the licensing objective.
Relevant Policy	Paragraphs 2.3 to 2.5, , 10.1 – 10.9 and 10.13 Statement of Licensing Policy
Relevant Guidance	Paragraphs 2.32 – 2.40; Chapter 10 and Annexe D Part 4 of the Guidance issued under Section 182 of the Licensing Act 2003
Issue 4	<u>Protection of Children from Harm</u> Whether the proposed application will undermine the above licensing objective.
Relevant Policy	.Paragraphs 2.3 to 2.5, 10.1 – 10.9, 10.12, 11.1 - 11.4 and 11.21 of the Statement of Licensing Policy.
Relevant Guidance	Paragraphs 2.41 – 2.50 and Part 5 Annex D of the Guidance issued under Section 182 of the Licensing Act 2003.

	<p>In the event of only that part of the application to delete the embedded restriction in relation to permitted hours for the special hours certificate being granted all other existing conditions would remain on the licence.</p> <p>In the event of the application to remove the embedded condition prohibiting nudity and to add the performance of dance as an additional regulated entertainment being granted the following modifications of the existing licence may also be appropriate</p>
Existing Conditions	<p>These shall remain as per the existing licence except that the embedded restrictions in relation to permitted hours for the special hours certificate and condition 25 of the 'Standard Conditions of Entertainment Licence' shall be deleted.</p>
Other Suggested Conditions	<p><u>Conditions Consistent with the operating Schedule</u></p> <ol style="list-style-type: none"> 1. Performances of dance shall not to commence until 21.00 hours. 2. There shall be no external advertising that lap, table and pole dancing takes place at the premises and no leafleting relating to this form of entertainment shall be permitted. 3. The following Code of Conduct shall apply :- <ol style="list-style-type: none"> i) The entertainment shall be provided by the professional performer only. The audience must at all times remain fully clothed. ii) The performance must not be visible from the street and any person who can be observed from the outside of the premises must be properly and decently dressed. Scantily clad individuals employed in the premises must not exhibit themselves in the entrance or in the vicinity of the premises. iii) When the premises are open for pole/lap/striptease dancing no person under the age of 18 shall be allowed on the premises. iv) A notice shall be displayed at the main entrance warning customers that: the performance includes unclothed male and or female dancers. v) No performers shall be aged under 18 years. vi) Images or photographs that indicate or suggest that striptease dancing takes place on the premises shall not be displayed outside the premises. vii) There shall be no physical contact between the performers and any member of the viewing public. A minimum distance of 12 inches shall be maintained between performers and customers. viii) No performances shall include any sexual act with other performers, customers or with the use of any objects. ix) A notice shall be displayed at the main entrance advising customers of the important House Rules: <ul style="list-style-type: none"> • that dancers may only dance to seated customers; • customers shall remain clothed at all times; • and, that dancers must not be touched by the customers while they are dancing. x) At the completion of the dance the performers shall dress themselves immediately and leave the performance

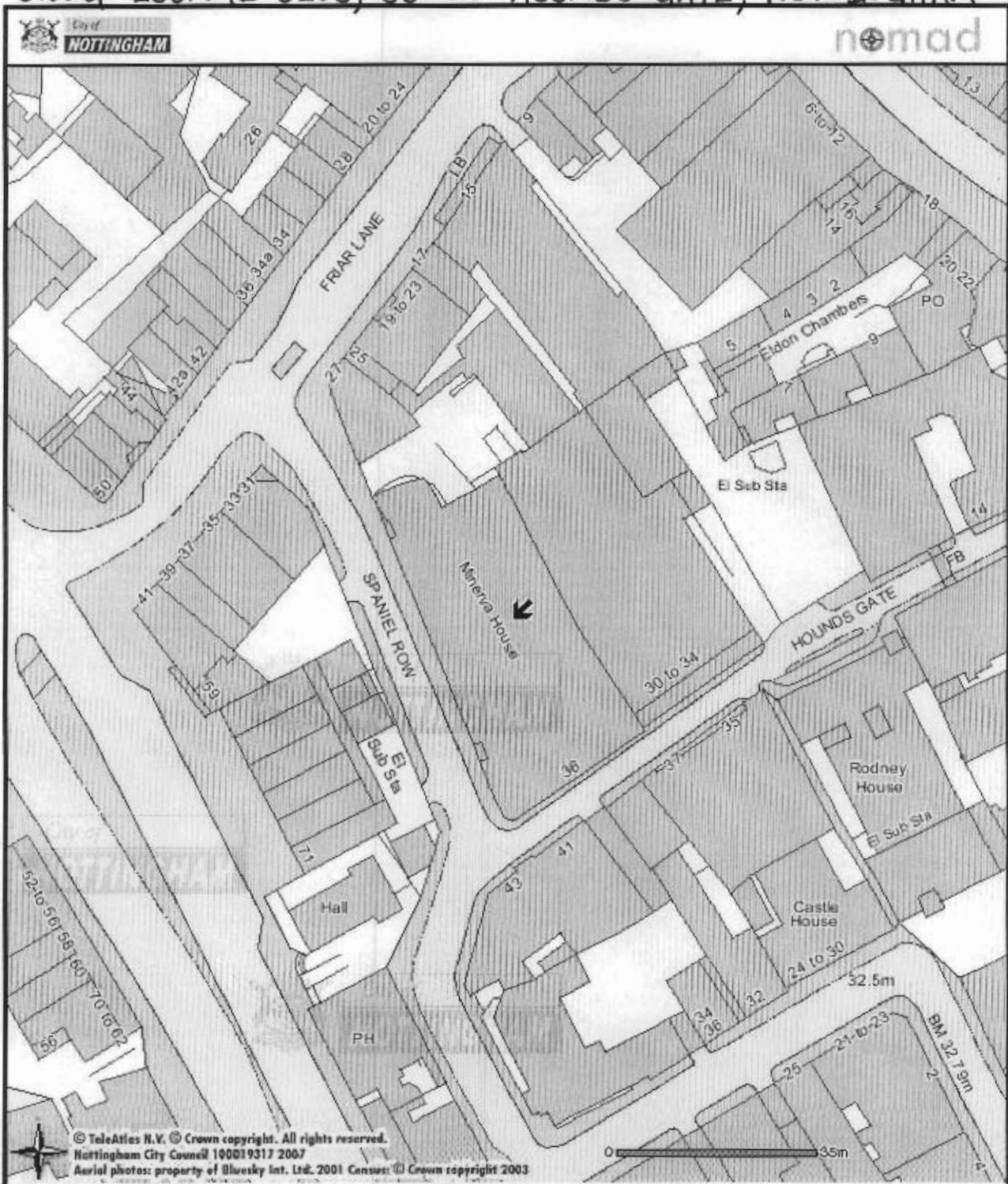
	<p>area.</p> <p>xi) Performers shall not solicit, exchange addresses or telephone numbers with customers or liaise with customers of the premises.</p> <p>xii) No dancers shall be required to earn income by commission on the sale of drinks.</p> <p>xiii) An appropriate room shall be set aside to provide changing and rest area for performers and restricted access to the room shall be maintained at all times whilst the performers are on the premises.</p> <p>xiv) Patrolling SIA licensed door supervisors shall continually monitor all areas that the public have access to.</p> <p>xv) When performers leave the premises they are to be escorted to their cars or taxi by a member of staff.</p> <p>xvi) An 'Etiquette Book' shall be available for all performing staff in which the house rules concerning conduct and behaviour are explained.</p>
<p>Published documents referred to in compiling this report</p>	<p>Statement of Licensing Policy S182 Guidance Licensing Act 2003</p>

Caraline Ryan
Head of Public Protection
LAWRENCE HOUSE, TALBOT STREET, NOTTINGHAM NG1 5NT

Contact Officer: Sue Bowler, Assistant Licensing Officer, 0115 9156777

15 January 2009

SNUG LOUNGE CLUB, 36-38 HOUNDS GATE, NOTTINGHAM



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- | | | |
|---|---|---|
| <p>Political: Council areas</p> <ul style="list-style-type: none"> City of Nottingham Nottinghamshire County Council Other districts in Nottinghamshire <p>Basemap: Basemap 7 (MasterMap)</p> | <ul style="list-style-type: none"> Building General Surface Water Open Ground Path Rail (continued...) | <ul style="list-style-type: none"> Road Or Track Slope |
|---|---|---|

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SAT

Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.
You may wish to keep a copy of the completed form for your records.

I/We LUBE ENTERTAINMENT LTD T/A SNUGLounge CLUB
(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number	034970
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description	
SNUGLounge CLUB 36-38 HOUNDI GATE	
Post town	NOTTINGHAM
Post code	NG1 7AB
Telephone number at premises (if any)	0115 947 5279
Non-domestic rateable value of premises	£18,000

Part 2 – Applicant details

Daytime contact telephone number	0115 947 5279
E-mail address (optional)	stephen@snuclub.com
Current postal address if different from premises address	AS ABOVE
Post Town	Community & Culture - Licensing
Postcode	

Time received	13.30.
	9 - DEC 2008 1
£	190.00
	151996

B. Moore

Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day Month Year

--	--	--	--	--	--	--	--	--	--

Please describe briefly the nature of the proposed variation (Please see guidance note 1)

Please see summary of application attached.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

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Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment

Please tick yes

- | | |
|--|-------------------------------------|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H) | <input type="checkbox"/> |

Provision of entertainment facilities:

- | | |
|--|-------------------------------------|
| i) making music (if ticking yes, fill in box I) | <input type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j)
(if ticking yes, fill in box K) | <input type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box L)

Sale by retail of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

Summary of the Application

Applicant

Cube Entertainment t/a **Snug Lounge Club**, 36-38 Hounds Gate, Nottingham, NG1 7AB

1) Application to vary the premises licence

Variation to allow the performance of dance

Reasons for changes:

With the expanded closing times of pubs, bars and restaurants (many with a 3am licence) in the city, the introduction of the smoking ban and general licensing reforms has led to a decrease in existing trade and a requirement to meet customers new entertainment requirements. It is envisaged that the venue will continue to target an affluent and a high class clientele as it has always done.

In order to supplement our existing facilities that already include, late night refreshments, dancing, live music and DJ entertainment we wish to offer our clientele entertainment in the form of lap, table and pole dancing.

Our small capacity venue (maximum 345) lends itself to a niche for those wanting sophisticated evening entertainment. The aim is not to increase the overall length of time people spend in the city or to increase the number attending but to meet the needs of customers.

Our venue location is away from the heavily congested city centre hotspots and has no passing trade. The immediate area has no other nightclubs/bars and the additional entertainment will not affect or impede the other few drinking establishments in the area. The area is also completely non residential. Our opening times do not correspond with any other premises in the immediate vicinity.

Contact Details

For further details or information please contact:

Name	Stephen Beckett
Address	Snug Lounge Club 36-38 Hounds Gate Nottingham NG1 7AB
Work Number	0115 947 5279
Mobile	07946 600 797
Email	stephen@snugloungeclub.com

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2) <i>N/A</i>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2) <i>N/A</i>	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur								
Fri						Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat								
Sun								

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3) N/A
Day	Start	Finish	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Mon			
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			
			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2) <i>N/A</i>	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2) <i>NO CHANGES TO CURRENT LICENCE</i>	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	17:00	04:00	Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue	17:00	04:00			
Wed	17:00	04:00	State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur	17:00	04:00			
Fri	17:00	04:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	17:00	04:00			
Sun	17:00	04:00			

THERE ARE NO CHANGES CONCERNING THIS VARIATION
TO THE PROVISION OF LIVE MUSIC

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2) <i>NO CHANGES TO CURRENT LICENSE</i>	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	17:00	04:00			
Tue	17:00	04:00	State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Wed	17:00	04:00			
Thur	17:00	04:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri	17:00	04:00			
Sat	17:00	04:00			
Sun	17:00	04:00			

- THERE ARE NO CHANGES CONCERNING THIS
VARIATION TO THE PROVISION OF RECORDED MUSIC

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	21:00	03:00	Please give further details here (please read guidance note 3) TO PROVIDE ENTERTAINMENT IN THE FORM OF POLE, TABLE & LAP DANCING FOR CUSTOMERS		
Tue	21:00	03:00			
Wed	21:00	03:00	State any seasonal variations for the performance of dance (please read guidance note 4) NONE		
Thur	21:00	04:00			
Fri	21:00	04:00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 5) N/A		
Sat	21:00	04:00			
Sun	21:00	04:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment you will be providing</u> <i>N/A</i>		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			<u>Please give a description of the facilities for making music you will be providing</u> <i>N/A</i>		
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors
			Outdoors		<input type="checkbox"/>
			Both		<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			<u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4)		
			<u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2) <i>NO CHANGES TO CURRENT LICENCE</i>	Indoors <input checked="" type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish	Please give a description of the facilities for dancing you will be providing	
Mon	17:00	04:00	Please give further details here (please read guidance note 3)	
Tue	17:00	04:00		
Wed	17:00	04:00	State any seasonal variations for providing dancing facilities (please read guidance note 4)	
Thur	17:00	04:00		
Fri	17:00	04:00	Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sat	17:00	04:00		
Sun	17:00	04:00		

- THERE ARE NO CHANGES CONCERNING THIS VARIATION TO THE PROVISION OF FACILITIES FOR CUSTOMERS DANCING.

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u> <i>N/A</i>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment <u>take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	23:00	04:00	NO CHANGES TO CURRENT CONDITION	Both	<input type="checkbox"/>
Tue	23:00	04:00		Please give further details here (please read guidance note 3)	
Wed	23:00	04:00	State any seasonal variations for the provision of late night <u>refreshment</u> (please read guidance note 4)		
Thur	23:00	04:00			
Fri	23:00	04:00	Non standard timings. Where you intend to use the premises <u>for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	23:00	04:00			
Sun	23:00	04:00			

- THERE ARE NO CHANGES CONCERNING THIS
VARIATION TO THE PROVISION OF LATE NIGHT
REFRESHMENT

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7) NO CHANGES TO CURRENT LILENCE CONDITIONS	On the premises	<input type="checkbox"/>	
				Off the premises	<input type="checkbox"/>	
Day	Start	Finish	Both			<input checked="" type="checkbox"/>
Mon	17:00	03:00	State any seasonal variations for the supply of alcohol (please read guidance note 4) NONE			
Tue	17:00	03:00				
Wed	17:00	03:00				
Thur	17:00	04:00	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)			
Fri	17:00	04:00	N/A			
Sat	17:00	04:00				
Sun	17:00	04:00				

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)
LAP/POLE + TABLE DANCING.

NO CHILDREN WILL BE PERMITTED ON THE PREMISES, NO UNDER 18'S.

NO SCHOOLS OR SIMILAR IN THE AREA.

NO EXTERNAL ADVERTISING

DANCING NOT TO COMMENCE TILL AFTER 21:00 HRS.

THERE ARE NO CHANGES CONCERNING THIS VARIATION TO THE PROVISION OF HOURS PREMISES ARE OPEN TO THE PUBLIC

0

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	17:00	04:00	NONE
Tue	17:00	04:00	
Wed	17:00	04:00	
Thur	17:00	04:00	
Fri	17:00	04:00	
Sat	17:00	04:00	
Sun	17:00	04:00	

Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)		
N/A.		

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

REMOVAL OF EMBEDDED RESTRICTION - ON LICENCE WITH SPECIAL HOURS CERTIFICATE.

sub-section - Public Order + Access

Clause 25.

"TABLE DANCING, LIP DANCING, POLE DANCING + ALL FORMS OF ENTERTAINMENT, DANCING OR DISPLAYS THAT INCLUDE NAUDITY OR SEXUAL PERFORMANCES OF ANY KIND ARE PROHIBITED"

Please tick yes

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

N/A

P Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

SEE ATTACHED RISK ASSESSMENT

b) The prevention of crime and disorder

SEE ATTACHED RISK ASSESSMENT

c) Public safety

SEE ATTACHED RISK ASSESSMENT

d) The prevention of public nuisance

SEE ATTACHED RISK ASSESSMENT

e) The protection of children from harm

SEE ATTACHED RISK ASSESSMENT

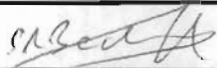
Please tick yes

- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 5 – Signatures (please read guidance note 10)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 11). If signing on behalf of the applicant please state in what capacity.

Signature	
Date	8/12/08
Capacity	LICENCE HOLDER + DPS

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant please state in what capacity.

Signature	N/A
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13)

STEPHEN BECKETT
 SNUG LOUNGE CLUB
 36-38 HOUNDS GATE
 NOTTINGHAM

Post town		Post code	NG1 7AB
Telephone number (if any)	0115 9475279		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			
Stephen@snugloungeclub.com			

Risk Assessment – Snug Lounge Club

Proposed Changes

Via an application for a variation of premises license, to allow the performance of dance; nude and semi nude lap / pole and table dancing.

Change of Bar Service times:

NONE

Change opening times:

NONE

Days Affected:

Monday to Sunday

Last entry times:

From 2.30am. No Change

Opening Hours:

To remain the same. No Change

Performance of Dance – Operating Hours:

Dancing not to commence until after 21:00hrs

Terminal Hours:

No change to this

Occupancy Levels:

To remain unchanged / will likely result in reduced numbers attending overall

Reason for Changes:

Increase in the regulated entertainment we already provide to appeal to the changing needs of our customers

The Licensing Objectives:

We have operated in the city for over 7 years and have a good working relationship with both the City Council Licensing department and the Licensing police. During this time the four main licensing objectives have been constantly maintained and achieved successfully. We see no reason that the addition of regulated dancing of this nature would affect our current operating standards.

Along with all our present conditions we would also emphasize the following.

a) General – all four licensing objectives

Continue with our pro-active membership of Nottingham Hotel, Pub and Club Watch.

Adhere to recommendations made by the police, eg. ID checks / random searches / no unreasonable drinks promotions

Promotional material that carries the statement 'Please drink in moderation' and the keep Britain tidy logo

Maintain our strict 'Zero tolerance' policy to drugs, with random searches, on-site staff training in awareness and effects of drugs, through induction and on-going staff training.

Cumulative impact issues

Risk Issue: Increasing numbers to the city

Facts: We already operate till 4am and as a venue offering specialist entertainment, the likely attendance would in fact overall be reduced thus not increase the present cumulative impact of this area

We are a destination venue and have no passing trade. There are no other similar premises in the immediate vicinity, those in a reasonable proximity (bars not clubs) have earlier licenses and wouldn't impact on our premises

Our occupancy figures are very small at a maximum of 345 and we have only two rooms, even on full occupancy our number makes little impact on the overall area

Further Risk Prevention:

We would not apply to increase our present occupancy levels or aim to increase the overall numbers but merely meet the changing needs of our present clientele

We would maintain SIA registered door persons monitoring all people entering the premises while open to the public

We will maintain a last entry time of 2.30am

We already work with the Taxis to pick up our customers directly outside the venue. The Taxi rank is already conveniently located at the end of our road

Conclusion: Adding the performance of dance to the current license thus making us a specialist venue would reduce not increase overall numbers attending and would have no cumulative impact

b) The prevention of Crime and Disorder

Facts: Snug is experienced in the late night industry and already has in place procedures to prevent the risks detailed below. Snug has already agreed and has in place 10 preset conditions agreed with and set by the police. We are still a very small venue with only a small capacity and are not seeking to increase the capacity

Further Risk Prevention:

Underage drinking

We operate a Challenge 21 scheme and only admit persons over the age of 18. Passport and driving licenses are the only forms of ID we accept. No ID no entry applies. Bar staff are fully trained to ensure no one under age will be served. The till system operate a reminder to bar staff to check for ID

Drunkness on the premises / Public drunkness

Bar staff will still not serve any persons who in the opinion of a reasonable person should not drink any further alcohol, this policy applies irrelevant of the bar service hour

SIA Door staff are employed on the entrance at all time we are open to the public. Any one displaying signs of drunkenness would not be permitted entry

We avoid irresponsible drinks promotions

No one is permitted to take any container or drink from the premises or even into reception

The Manager and SIA door staff regularly patrol the immediate area and any bottles or glasses found outside (taken from other venues or brought from home) are place in a secure bin

Drugs

A zero tolerance policy to drugs is always operated as agreed with the police (condition 9 of our current license). The policy as applied for the last 7 years has a proven track record. Our reputation of zero tolerance to drug users and dealers is widely known in Nottingham

Random searches will remain in force

Violent behavior / Anti-social behavior

Dress codes will remain in force

We operate a last entry time of 2.30am and we will make it clear on our advertisements what our last entry times are

There is CCTV throughout the venue which records 24hrs a day 7 days per week. This is made clear by notices to customers

Those people showing outward signs of intoxication or misuse of drugs would not be granted entry whatever the time and all opening times have SIA registered Door Persons monitoring everyone that enters

Prostitution, lewd acts and similar offences

Bad customer behavior is not permitted and would lead to refusal of entry or expulsion from the venue. A voluntary code of conduct has been included, this would be for both staff and customers and the relevant parts would be displayed in the reception area

Other Considerations

We do not open without SIA door supervisors who arrive before we open and remain until after all customers have left.

Condition 5 and condition 7 of our current license regulate persons waiting for admission and the dispersal of customers leaving. We work closely with taxi firms to ensure people leave quickly and quietly.

There is seating on both floors and the lounge is fully seated.

Conclusion: We operate a very strict venue and have very clear codes of conduct and expectations of acceptable behavior. Adding of dance entertainment of this nature will not increase crime and disorder.

c) Public Safety

Facts: Snug takes customers safety very seriously and we have not had a single claim brought against us in the 7 years of operation.

The maximum occupancy will remain the same – 345. This is monitored by SIA door supervisors using a clicker system, the figures are recorded hourly. The whole venue is checked by staff every 30 minutes and recorded

Door staff will remain on the property whilst open / door staff supervisors are first aid trained

Electrical safety methods will remain in place

Fire safety procedure will remain in place and all staff are trained in-house on fire evacuation and Emergency / Bomb Risk Assessment and Procedures. All exit signage and emergency lighting and alarms are tested weekly. We are linked by red care direct to the fire station. The venue has adequate ventilation / air conditioning. All materials are fire resistant.

As the present policy states no one will be allowed to drink further alcoholic drinks if they show signs of becoming intoxicated, soft drinks and water are encouraged before this point – staff are trained for this

Proactive approach to customer safety includes:
Anti drink spiking policy
Adequate lighting in all areas
Cloak room available for valuables
Taxi/transport information for customers leaving

Conclusion: The changes should not increase any risk to public safety.

d) The prevention of public nuisance

Risk Issue: Customers leaving / Making noise whilst leaving / large groups

Facts: Snug already operates until 4am and this has not lead to a single public nuisance issue in 7 years. We intend not to offer dancing until after 21:00hrs when the area we are in is devoid of people except those coming to Snug.

The area we operate is in a business district. All other businesses in the immediate vicinity are closed before we are open.

Hounds Gate is a minor road that has little foot traffic; it has on average less than 20 people walking down the street after 7pm. Those using the street tend to be coming to Snug.

In the immediate vicinity there are no:
Residencies / places of worship / schools / youth clubs / shops / parks / recreational buildings. Also it is not in sight of any main public pedestrian route or transport node such as bus/tram stop.

Further Risk Prevention:

Noise – music / vibration

The venue is completely sound proofed
Music is controlled by limiters
All windows are double boarded over
Entrance is formed via two doors which prevent sound and sight from the inside escaping

Noise / Disturbance – human

Snug operates under the following 2 conditions which has operated successfully in recent years.

Condition 5 (Persons waiting for admission.)

The licensee shall take all reasonable steps to ensure that patrons awaiting entry to the premises or leaving the premises do not cause annoyance or nuisance to any other person in the vicinity of the premises.

Persons awaiting entry on the pavement shall be managed by a door supervisor.

Condition 7 (Dispersal of customers.)

30 minutes before the premises close to the public managers will ensure that the following action will be undertaken:

- a An SIA registered door supervisor will monitor a predetermined area outside the premises (as per an agreed plan) to assist in the safe dispersal of patrons by foot or vehicle.
- b Such door supervisors shall wear reflective yellow arm bands.

A taxi calling service shall be available to customers at all times that the premises are open. Customers who are waiting for a taxi shall be permitted to wait inside the premises.

Public transport availability

Taxis on the way to the taxi rank at the bottom of Hounds Gate do take our customers away very quickly. Bus and tram stops are just 5 minutes walk away.

Mess / end of night clear up operations

Regular perimeter checks are made throughout the night to ensure the immediate area is clean. At the end of the night the pavement is swept.

Advertisements

No external promotion will be placed on the outside of the venue

No leafleting will be done

Conclusion: We are not operating when anyone else in the area is open. The location is out of the way and rarely used at night except for Snug customers. There is adequate transport for customers. Customer entrance and egress is monitored by SIA door supervisors and sound and other disturbances are already minimized.

After 7 years of operating with a late license we have not received one public nuisance complaint concerning customers or premises. The addition of the dancing element should not affect this and should not increase the risk of public nuisance.

e) The Protection of Children from Harm

Risk Issue: Children being exposed to drink and adult themes

Facts: Only over 18's would be permitted. A challenge 21 scheme is already in place, monitored by SIA door supervisors. Snug does not attract a young clientele and never has.

Further Risk Prevention:

ID is required where persons look under 21 or we are in any doubt / door checks remain in place / reception and bar staff are also trained to spot and not serve anyone who may be a minor / the till system is designed to prompt the staff on every bar service questions such as 'Is this person 18' 'Do they have ID' – these messages are changed regularly to keep the staff aware

Snug will maintain all the present standard conditions of our license in relation to children.

There are no schools / colleges / day care centers or similar in the area.

Snug is a venue that does not attract a young clientele due to the pricing structure and types of drink served and music policies it employs

There will be no external advertising on the premises and the premises conforms to the local conservation area standards

The double entrance door and boarded out windows prevents anyone seeing into the venue

Our opening times are after everything else in the area is closed and the dancing will not start till after 21:00hrs. It would unlikely any children would be in the area once we are open.

Conclusion: These changes would not increase potential harm of children

In support of our changes

Our methods and policies have placed us in the final of best club and we were voted by an independent panel - Best Bar None – Best Club Finalist 2006 and winner of Best Club and overall winner Best Bar None 2007/8. We are also Best Bar None Certified.

We have three qualified licensees on the premises and the premises do not open unless one of them is present.

We have 7 years of excellent history and proven late night experience in this industry at the Snug Lounge Club and a total of over 30 years experience between the managers and directors.

The directors are still very much hands on as both licensees and as the DPS and run many of the nights we are open personally.

The director and Licensees are from Nottingham and have good local knowledge

Overall

Only change to the present license is to allow dancing from 21:00hrs. With the continuance of the current conditions and the addition of the voluntary code of conduct suggested the venue would be an asset to the city and a safe place to attend.

SNUG LOUNGE, HOUNDSGATE, NOTTINGHAM

Condition 1

Risk assessments have been carried out in connection with the licensing objectives of crime and disorder and promoting the welfare of children to the satisfaction of Nottinghamshire Police. They are attached as conditions to this Premises Licence and shall be reviewed and updated yearly with a copy (showing the date of review) being supplied to the Licensing Authority and Nottinghamshire Police.

Condition 2 (Admissions policy.)

A Challenge 21 scheme shall operate at the premises. Any persons who appears to be under 21 years of age shall not be allowed entry unless they produce an acceptable form of identification (passport, driving licence & PASS accredited card.)

There shall be no entry or re-entry to the premises after 02.30hrs unless as a pre-booked VIP guest or a VIP card holder and their guests. No more than two guests per member and each VIP card holder will have their name & address recorded in a members book.

Condition 3 (Regulating occupancy.)

Maximum occupancy in the premises shall be 175 persons on the Ground Floor and 170 persons on the First Floor.

A sign shall be fixed near to entrance stating

'MAXIMUM OCCUPANCY – Ground Floor 175 persons excluding staff,
Basement 170 persons excluding staff'

The licensee shall ensure:

That an effective system exists for determining the number of persons on the premises at any one time is used at all times that when the premises are open for licensable activities;

Staff tasked with monitoring and controlling access to the premises, and management staff are to be aware of the occupancy figures for the entire premises and where appropriate specific areas within the premises.

Staff tasked with monitoring and controlling access to the premises will be instructed as to how the occupancy figure is to be monitored and the action to be taken when the maximum occupancy figure is reached.

Condition 4 (CCTV)

CCTV cameras shall be installed and maintained in the premises in accordance with the Police Licensing Officers recommendations. Images shall be retained and made available for 31 days to Officers of Responsible Authorities. Upon request such images shall be provided immediately to the Officer.

Condition 5 (Persons waiting for admission.)

The licensee shall take all reasonable steps to ensure that patrons awaiting entry to the premises or leaving the premises do not cause annoyance or nuisance to any other person in the vicinity of the premises.

Persons awaiting entry on the pavement shall be managed by a door supervisor.

Condition 6 (Private promoters.)

A list of agreed promoters of events shall be supplied to the Licensing Authority and the Police.

Any changes to the list of promoters shall be supplied to the Licensing Authority and the Police.

Notice of promotion events shall be provided to the Police 10 days prior to the event.

A risk assessment shall be conducted on all promotion events and this will be supplied to the Police 10 days prior to the event.

Condition 7 (Dispersal of customers.)

30 minutes before the premises close to the public managers will ensure that the following action will be undertaken:

- a An SIA registered door supervisor will monitor a predetermined area outside the premises (as per an agreed plan) to assist in the safe dispersal of patrons by foot or vehicle.
- b Such door supervisors shall wear reflective yellow arm bands.

A taxi calling service shall be available to customers at all times that the premises are open. Customers who are waiting for a taxi shall be permitted to wait inside the premises.

Condition 8 (Assaults / accidents and illness.)

A bound and sequentially numbered incident/accident book shall be maintained and kept on the premises detailing all incidents of personal injury, damage, disorder and refusals of access or service. This book shall be made available for inspection and copying by officers of Responsible Authorities and other authorised persons.

Condition 9 (Drugs policy.)

The Snug Lounge Drug Policy agreed with the Police on the date indicated is submitted as **Annex 1** to the Premises Licence. It will be adhered to with any amendments being agreed by the Police.

- a) To prevent persons entering the premises with drugs, door staff will randomly check customers at the door;
- b) Notices will be displayed advising customers that searches will be carried out and no admittance will be allowed to customers refusing to be searched;
- c) A member of staff will undertake regular checks of the toilets and other areas of the premises for signs of drug use. This will be carried out by the use of cocaine swipes. A record will be kept of the time and result of such checks.

- d) Subsequent to drugs being found after a personal search, an image of the person found in possession will be captured on CCTV. Following a risk assessment of the situation any person found using or in possession of drugs will be detained (if safe and practicable) and the police called;
- e) Drugs found on the premises or on persons will be confiscated and stored in a suitable secure container before being handed over to the Police;
- f) Records will be kept and maintained of anyone found in possession of or using drugs;
- g) Records will be kept and maintained of any drugs found, detailing how and where the substance was found;
- h) Records will be kept of anyone refusing to be searched at the premises.

Condition 10 (Door staff.)

The DPS shall ensure that any door staff employed at the premises wear and clearly display their SIA registration badge at all times whilst on duty. A bound book containing the names, addresses, dates of birth and registration numbers of door supervisors shall be made daily, kept for at least 12 months and made available for inspection by the officers of Responsible Authorities and other authorised persons.

Door supervisors shall be employed at the premises at all times that the premises are trading.

Voluntary Operational Code of Conduct

Definition

Dancing for the entertainment of a person or persons, which takes place in close proximity to the person(s) being entertained and during which a dancer removes an item or items of their clothing and for which payment is made.

The following are a list of proposed house rules:

- 1) The entertainment shall be provided by the professional performer only. The audience must at all times remain fully clothed.
- 2) The performance must not be visible from the street and any person who can be observed from the outside of the premises must be properly and decently dressed. Scantily clad individuals employed in the premises must not exhibit themselves in the entrance or in the vicinity of the premises.
- 3) When the premises are open for Pole/Lap/Striptease dancing no person under the age of 18 shall be allowed on the premise.
- 4) A notice will be displayed at the main entrance warning customers that: the performance includes unclothed male and or female dancers.
- 5) Performers shall be aged not less than 18 years.
- 6) There shall not be displayed outside the premises any photographs or images that indicate or suggest that striptease dancing takes place on the premises.
- 7) During any performance there must be no physical contact between the performer and any member of the viewing public. A safe distance of 30cms (12 inches) should be maintained between performers and customers.
- 8) No performances shall include any sexual act with other performers or with the use of any objects.
- 9) A notice will be displayed at the main entrance advising customers of the important House rules: that dancers may only dance to seated customers; customers shall remain clothed at all times; and that dancers must not be touched by the customers while they are dancing.
- 10) At the completion of the dance the performers shall dress themselves immediately and leave the performance area.
- 11) Performers are not to solicit, exchange addresses or telephone numbers with customers or liaise with customers of the premises.
- 12) No dancers shall be required to earn income by commission on the sale of drinks.
- 13) An appropriate room shall be set aside to provide changing and rest area for performers and restricted access to the room be maintained at all times whilst the performers are on the premises
- 14) Patrolling SIA licensed door supervisors shall continually monitor all areas that the public have access to.
- 15) When performers leave the premises they are to be escorted to their cars or taxi by a member of staff.
- 16) CCTV to be installed in all areas as recommended by the Police and a protocol for the use and storage of Video tapes and CD/DVD image to be put in place.
- 17) Consideration should be given to the provision of an 'Etiquette Book' for all performing staff in which the house rules concerning conduct and behaviour are explained.
- 18) These guidelines are in addition to the Standard Public Entertainment Licence Conditions with which the Licensee must comply.



**Nottingham
City Council**

Notification to Licensing Authority of Representation under Licensing Act 2003

1. Name of Responsible Authority making representation: **Nottinghamshire Police**

a. Your name: **H E Read**
[Deputy Force Solicitor, for and on behalf of the Chief Constable]

b. Your address: **Nottinghamshire Police Headquarters
HQ (CJ) Liquor Licensing
Mansfield Police Station
Great Central Road
Mansfield
Nottinghamshire
NG18 2HQ**

Community & Culture - Licensing

Time received _____

02 JAN 2009

c. Your phone number: **01623 483905**

d. Your e-mail address: **helen.guest@nottinghamshire.pnn.police.uk**
(contact at HQ Licensing)

2. Please identify the application you wish to make a representation about.

a. Name and address of application premises:

**Snug Lounge Club
36-38 Houndsgate
NG1 7AB**

b. Nature of application (variation, new premises licence, etc)

Premises Licence Variation

3. Which of the licensing objectives does your representation relate to? Please delete as appropriate ².

- a. **The Prevention of Crime and Disorder**
- b. **The Prevention of Public Nuisance**
- c. **The Protection of Children from Harm**

Details of the representation(s)

4. Please give details of your representation(s) including details as to why you feel the application would be unlikely to promote the objective(s) you have ticked above and including as much evidence as possible in support of your representation. Please continue on a separate sheet if necessary.

- **The premises are situated in an area suffering from Cumulative Impact and which is designated as the "City Centre Saturation Zone" in respect of premises licensed for the sale or supply of alcohol.**

- **The application is for a variation to a premises licence that includes the sale or supply of alcohol and as such there is a rebuttable presumption that this will normally be refused.
[Nottingham City Council Policy 10.19 IMP 2].**
- **The steps outlined in the operating schedule, and the accompanying documentation, intended to address the promotion of the Licensing Objectives are insufficient to show that the operation of the premises in the way anticipated would not undermine those objectives.**
- **Additional measures required to promote the Licensing Objectives for this type of venue have been supplied but we consider them inadequate, as they do not address the impact of these licensable activities upon the area and the community.**
- **The premises lie within the saturation zone and problems associated with crime and disorder will be attracted in to this area. It would have been expected that thorough risk assessments would have been completed and conditions suggested that relate to this specific premise. The fact this has not been done suggests that the promotion of the licensing objectives has not been properly addressed. The application itself says that it comes about due to a decrease in existing trade and a “need” to provide this new type of entertainment. It is the experience of the Police that this type of entertainment is not new and there is no particularly unfulfilled customer requirement amongst the Public at large for lap dancing clubs, as the application seeks to suggest. Further, if the applicant’s desire to attract new customers were met, the resulting footfall and customer presence in the area would clearly lead to an increase in numbers of people present within the saturation zone.**
- **The change in use of the premises may have a greater impact on the vicinity and the customer base could potentially change dramatically, bringing with it a whole raft of problems not currently experienced at the premises.**
- **It is apparent that little, or no, thought has been given to the reality of operating a premise of this nature. For example, it can be seen from the application that there is no ‘winding down’ period. Through experience it can be shown that this can potentially cause an increase in disorder both within the premises and outside. With the application in its current form, customers can purchase a ‘dance’ at 0400 hours but it is not clear whether this can be performed as the premises are also due to close at this time.**
- **The applicants have indicated that due to financial difficulties they may have to sell the premises and the benefit of the change in use would make the premises more viable and thus more commercially attractive to potential buyers. They are clearly very keen to be granted a licence at any cost. The consequences of a sale to hitherto unknown purchasers could seriously undermine the licensing objectives within the saturation zone. As will be evidenced at the hearing, police experience of the operation of lap dancing clubs and similar adult**

entertainment venues, has shown that there are often breaches of licence conditions and further crimes resulting. This usually occurs because there is lack of robust and competent management. Further, criminal networks have also been found to use such premises to further their objectives, such as people trafficking. A failure to accept that this happens at adult entertainment venues is naïve and fails to properly address all the issues involved in running such premises. The proposed measures attached to this application show that the applicants have inadequate knowledge and skills to run the kind of venue they propose.

- No liaison has taken place between the operators and the Police, such liaison would have been expected, and from the terms outlined in the operating schedule it is still unclear as to what is exactly proposed, which leads the Police to believe the application has not been properly thought out. For example, male nudity is mentioned in the Voluntary Code of Conduct, does one therefore suppose that hen nights are anticipated? Are hen and stag nights therefore the market envisaged? One is left to guess, since no clearly defined plans are given. The main proposals that actually focus upon the fact that this is to become an adult entertainment venue are contained in the “Voluntary Operational Code of Conduct”, which goes to some lengths to maintain the fact that its contents are indeed voluntary and for guidance only. This also means they are totally unenforceable and no-one can expect them to be seriously adhered to. The contents of the said code shows a lack of understanding as to the issues that have to be addressed when competently managing a lap dancing venue.
- The Police have, however, already indicated to the Applicant that full nudity is unacceptable to them, although the Applicant does not seem minded to desist from applying for it. Further, the Police are of the opinion that customers allowed admission, and performers, should be over 21 years of age, for reasons which will be outlined at any hearing by police witnesses. It would have been expected that a professional operator would have submitted a raft of robust conditions, specifically to address a premise of this type, since responsible operators of Adult Entertainment venues are fully aware that they must ensure that their premises are not used for criminal purposes such as prostitution and people trafficking activities, which are on the increase. Further, should the licence be granted with the lax measures suggested, and the premises then sold on or sub leased, they would be well placed to provide a base for such criminal activities.
- **Operating Schedule – Part N. Adult entertainment and services.**

The application is to allow lap, pole and table dancing. Performers will be 18 and above. Full nudity is anticipated.
- Adult entertainment involving nudity is a cause for concern to other Responsible Authorities in our City. The provision of booths, if that is anticipated, is a particular concern and would not be recommended for health and safety reasons and for the fact that they lend themselves to the undermining of the Crime Prevention objective.

- **The Police have not been given the opportunity to peruse and comment on the dancers 'code of conduct' or 'dancers etiquette book' and are therefore unable to state whether they are effective and within the control of the management.**
- **A Voluntary Operational Code of Conduct, containing a list of proposed house rules, has been submitted but this does not allay the Police concerns.**
- **In the experience of the Police, this style of adult entertainment can lead to the licensing objectives being seriously undermined if the premises are badly managed; hence the Police feel it would be inappropriate here, in view of the unclear proposals.**
- **Nottinghamshire Police consider that the conditions embodied in the operating schedule offered by the Applicant in connection with the operation of the premises are insufficient to allay Police concerns. Further, in view of the lack of detailed proposals, the licensing Panel would find it difficult to satisfy their duty to ensure that the licensing objectives were not going to be undermined, as required by Section 4 Licensing Act 2003, and cannot tell how these proposals would affect crime and disorder in the locality, which they have to have regard to under the Crime and Disorder Act 1998.**
- **Nottinghamshire Police experts in the field of the sex industry believe there is a fine dividing line between a legitimate Lap Dancing Club and a Brothel. Although some operators find it unpalatable, lap dancing clubs are part of the sex industry, and the Police define them as such.**
- **As outlined above, the prevention of crime has clearly not been adequately addressed, nor has the welfare of children. Since there has been no apparent thought given to confirming the identity of intended performers it is also conceivable that performers under the age of 18 might be employed. No account has been given to other members of the Community who are potentially affected by the application and who might be caused nuisance by the activities of the venue itself.**
- **Amplification of these matters will be given at any subsequent hearing by oral evidence and supporting documentary evidence, which will be provided in accordance with Nottingham City Council's policy relating to disclosure prior to hearings.**
- **The police are of the opinion the applicant has not fully addressed the measures intended to be taken to mitigate or prevent any adverse effect the licence will have on the surrounding district and community.**

The police reserve the right to bring further evidence of the Licensing Objectives being undermined to any subsequent panel hearing and provide live oral evidence to this effect.

5. If you are suggesting that conditions should be attached to any licence granted please give the wording of the proposed condition(s) and state why you feel they are necessary and proportionate. Please continue on a separate sheet if necessary.

Not Applicable

6. Please indicate any parts of the Licensing Authority's Statement of Policy that you feel may be relevant to your representation ³.

2.1; 7.12; 9.10; 9.39; 9.41; 9.48 – 9.52; 10.1 – 11.13; 11.21;

7. Please indicate any parts of the Guidance issued under S 182 of the licensing Act 2003, which you feel may be relevant to your representation ⁴.

Indication of those relevant parts will be given prior to a Panel Hearing.

8. As you have made a representation the Application may need to be determined at a hearing of the Licensing Committee or one of its Panels. At this stage would you intend to attend such a hearing⁵? Please circle as appropriate.

Yes

No

9. If you intend to attend any hearing that may be held it would be helpful at this stage if you could give an indication as to how long you think you would need to make your representation(s).

Not Known

Signed: H E Read [Deputy Force Solicitor, for and on behalf of the Chief Constable]

Date: 2 January 2009

Thank you for making your representation.

Please send it to: -

**The Licensing Officer
General Licensing Services
Nottingham City Council
Lawrence House
Talbot Street
Nottingham
NG1 5NT**

The Licensing Team will contact you in due course regarding the next stage of the process and the applicant or other interested parties may choose to contact you to discuss this matter further.



Licensing Act 2003

City Development

Lawrence House
Talbot Street
Nottingham
NG1 5NT
Tel: 0115 915 5555
Fax: 0115 915 6145

Premises Licence

Premises licence number
034970

Part 1 – Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Snug Lounge
36-38 Hounds Gate

Post town	Nottingham	Post code	NG1 6EP
Telephone number	0115 9475279		

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Live Music – Indoors;
Recorded Music – Indoors;
Provision of Facilities for Dancing – Indoors;
Late Night Refreshment – Indoors;
Sale by Retail of Alcohol;

The times the licence authorises the carrying out of licensable activities

Live & Recorded Music and Provision of Facilities for Dancing:

Monday	from 17.00 hrs to 04.00 hrs the following morning
Tuesday	from 17.00 hrs to 04.00 hrs the following morning
Wednesday	from 17.00 hrs to 04.00 hrs the following morning
Thursday	from 17.00 hrs to 04.00 hrs the following morning
Friday	from 17.00 hrs to 04.00 hrs the following morning
Saturday	from 17.00 hrs to 04.00 hrs the following morning
Sunday	from 17.00 hrs to 04.00 hrs the following morning

Late Night Refreshment:

Monday	from 23.00 hrs to 04.00 hrs the following morning
Tuesday	from 23.00 hrs to 04.00 hrs the following morning
Wednesday	from 23.00 hrs to 04.00 hrs the following morning
Thursday	from 23.00 hrs to 04.00 hrs the following morning
Friday	from 23.00 hrs to 04.00 hrs the following morning
Saturday	from 23.00 hrs to 04.00 hrs the following morning
Sunday	from 23.00 hrs to 04.00 hrs the following morning

Sale by Retail of Alcohol:

Monday	from 17.00 hrs to 03.00 hrs the following morning
Tuesday	from 17.00 hrs to 03.00 hrs the following morning
Wednesday	from 17.00 hrs to 03.00 hrs the following morning
Thursday	from 17.00 hrs to 04.00 hrs the following morning
Friday	from 17.00 hrs to 04.00 hrs the following morning
Saturday	from 17.00 hrs to 04.00 hrs the following morning
Sunday	from 17.00 hrs to 04.00 hrs the following morning

(Varied: 9 March 2007)

The opening hours of the premises

Monday	from 17.00 hrs to 04.00 hrs the following morning
Tuesday	from 17.00 hrs to 04.00 hrs the following morning
Wednesday	from 17.00 hrs to 04.00 hrs the following morning
Thursday	from 17.00 hrs to 04.00 hrs the following morning
Friday	from 17.00 hrs to 04.00 hrs the following morning
Saturday	from 17.00 hrs to 04.00 hrs the following morning
Sunday	from 17.00 hrs to 04.00 hrs the following morning

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Alcohol - On the Premises
Alcohol - Off the Premises

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence

Cube Entertainment Limited, 36-38 Hounds Gate, Nottingham NG1 7AB

0115 9475279

stephen@snugloungeclub.com

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

04100556

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Stephen Robert Beckett,

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

035290 issued by Nottingham City Council

Signed: 
Licensing Officer

Dated: 5 September 2005
Valid: 9 March 2007

Annex 1 - Mandatory Conditions - (Varied: 9 March 2007)

S19 Licensing Act 2003

1. No supply of alcohol may be made under this licence
 - a. At a time when there is no designated premises supervisor in respect of it or,
 - b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended
2. Every retail sale or supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.

S. 21 Licensing Act 2003

Only individuals licensed under the Private Security Industry Act 2001 are entitled to carry out the relevant activity listed below by virtue of section 4 of that Act may be used at the premises to guard against:-

- a. unauthorised access or occupation (eg through door supervision), or
- b. outbreaks of disorder, or
- c. damage

Annex 2 - Conditions Consistent with the Operating Schedule - Varied: 9 March 2007

1. A zero tolerance policy to drugs must be operated at all times.
2. CCTV cameras shall be installed and maintained in the premises in accordance with Police Licensing Officers' recommendations and images shall be retained for 31 days and made available to the Police and other authorised persons.
3. The manager shall be a member of Pub Watch.
4. Door supervisors shall be registered with the Security Industry Authority and shall be employed during all opening times.
5. Last admission time shall be 02.30 hrs unless as a pre booked VIP guest.
6. No one under 18 shall be permitted on the premises.
7. If in doubt, a proof of age shall be required.

Conditions agreed with the Police

1. Risk assessments have been carried out in connection with the licensing objectives of crime and disorder and promoting the welfare of children to the satisfaction of Nottinghamshire Police. The risk assessments are attached to this licence at **Annex 5** and shall be reviewed and updated yearly with a copy (showing the date of review) being supplied to the Licensing Authority and Nottinghamshire Police.
2. **Admissions Policy**:- A challenge 21 scheme shall operate at the premise. Any person who appears to be under 21 years of age shall not be allowed entry unless they produce an acceptable form of identification (passport, driving licence & PASS accredited card.) There shall be no entry or re-entry to the premises after 02.30 hrs unless as a pre-booked VIP guest or a VIP card holder and their guests. No more than two guests per member and each VIP card holder will have their name and address recorded in a members' book.
3. **Regulating occupancy**:- Maximum occupancy in the premises shall be 175 persons on the ground floor and 170 persons on the first floor. A sign shall be fixed near to the entrance stating

MAXIMUM OCCUPANCY - Ground floor 175 persons
Basement 170 persons excluding staff

The licensee shall ensure:

That an effective system exists for determining the number of persons on the premises at any one time is used at all times that when the premises are open for licensable activities; Staff tasked with monitoring and controlling access to the premises, and management staff are to be aware of the occupancy figures for the entire premises and where appropriate specific areas within the premises.

4. CCTV:- CCTV cameras shall be installed and maintained in the premises in accordance with Police Licensing Officers' recommendations. Images shall be retained for 31 days and made available to Officers of Responsible Authorities. Upon request such images shall be provided immediately to the Officer.
5. Persons waiting for admission:- The licensee shall take all reasonable steps to ensure that patrons awaiting entry to the premises or leaving the premises do not cause annoyance or nuisance to any other person in the vicinity of the premises. Persons awaiting entry on the pavement shall be managed by a door supervisor.
6. Private promoter:- A list of agreed promoters of events shall be supplied to the Licensing Authority and the Police. Any changes to the list of promoters shall be supplied to the Licensing Authority and the Police. Notice of promotion events shall be provided to the Police 10 days prior to the event. A risk assessment shall be conducted on all promotion events and this will be supplied to the Police 10 days prior to the event.
7. Dispersal of customers:- 30 minutes before the premises close to the public managers will ensure that the following action will be undertaken:
 - a. An SIA registered door supervisor shall monitor a predetermined area outside the premises (as per an agreed plan) to assist in the safe dispersal of patrons by foot or vehicle.
 - b. Such door supervisors shall wear reflective yellow arm bands.A taxi calling service shall be available to customers at all times that the premises are open. Customers who are waiting for a taxi shall be permitted to wait inside the premises.
8. Assaults/accidents and illness:- A bound and sequentially numbered incident/accident book shall be maintained and kept on the premises detailing all incidents of personal injury, damage, disorder and refusals of access or service. This book is to be made available for inspection and copying by Officers of Responsible Authorities and other authorised persons.
9. Drugs policy:- The Snug Lounge Drug Policy agreed with the Police on the date indicated is submitted as **Annex 6** to the premises licence. It will be adhered to with any amendments being agreed by the Police.
 - a) To prevent persons entering the premises with drugs, door staff will randomly check customers at the door;
 - b) Notices will be displayed advising customers that searches will be carried out and no admittance will be allowed to customers refusing to be searched;
 - c) A member of staff will undertake regular checks of the toilets and other areas of the premises for signs of drug use. This will be carried out by the use of cocaine swipes. A record will be kept of the time and result of such checks.
 - d) Subsequent to drugs being found after a personal search, an image of the person found in possession will be captured on CCTV. Following a risk assessment of the situation any person found using or in possession of drugs will be detained (if safe and practicable) and the Police called;
 - e) Drugs found on the premises or on persons will be confiscated and stored in a suitable secure container before being handed over to the Police;
 - f) Records will be kept and maintained of anyone found in possession of or using drugs;
 - g) Records will be kept and maintained of any drugs found, detailing how and where the substance was found;

h) Records will be kept of anyone refusing to be searched at the premises.

10. Door Staff:-

The DPS shall ensure that any door staff employed at the premises wear and clearly display their SIA registration badge at all times whilst on duty. A bound book containing the names, addresses, dates of birth and registration numbers of door supervisors shall be made daily, kept for at least 12 months and made available for inspection by officers of Responsible Authorities and other authorised persons.

Door supervisors shall be employed at the premises at all times that the premises are trading.

EMBEDDED RESTRICTIONS

On Licence with Special Hours Certificate

Alcohol shall not be sold or supplied except during permitted hours.

The above restriction does not prohibit:

- (a) the consumption of the alcohol on the premises during the first twenty minutes after the above hours;
- (b) the taking of the alcohol from the premises, (unless the alcohol is supplied or taken in an open vessel,) during the first twenty minutes after the above hours;
- (c) the consumption of the alcohol on the premises by persons taking meals there during the first thirty minutes after the above hours, if the alcohol was supplied for consumption ancillary to those meals;
- (d) consumption of the alcohol on the premises by, or, the taking, sale or supply of alcohol to any person residing in the licensed premises;
- (e) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- (f) the sale of alcohol to a trader or club for the purposes of the trade or club;
- (g) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces;
- (h) the taking of alcohol from the premises by a person residing there; or
- (i) the supply of alcohol for consumption on the premises to any private friends of a person residing there who are bona fide entertained by him at his own expense, or the consumption of alcohol by persons so supplied; or
- (j) the supply of alcohol for consumption on the premises to persons employed there for the purposes of the business carried on by the holder of the licence, or the consumption of liquor so supplied, if the liquor is supplied at the expense of their employer or of the person carrying on or in charge of the business on the premises.

S. 168, 171, 201 Licensing Act 1964

No person under fourteen shall be in the bar of the licensed premises during the permitted hours unless one of the following applies:

- (1) He is the child of the holder of the premises licence.
- (2) He resides in the premises, but is not employed there.
- (3) He is in the bar solely for the purpose of passing to or from some part of the premises which is not a bar and to or from which there is no other convenient means of access or egress.
- (4) The bar is in railway refreshment rooms or other premises constructed, fitted and intended to be used bona fide for any purpose to which the holding of the licence is ancillary.

In this condition "bar" includes any place exclusively or mainly used for the consumption of intoxicating liquor. But an area is not a bar when it is usual for it to be, and it is, set apart for the service of table meals and alcohol is only sold or supplied to persons as an ancillary to their table meals.

S.12 Children & Young Persons Act 1933

Where the number of children attending the entertainment exceeds 100 the licensee shall ensure that the provisions of Section 12 of the Children and Young Persons Act 1933 are complied with.

STANDARD CONDITIONS OF ENTERTAINMENT LICENCE

GENERAL

1. The licensee, or a responsible person nominated by him/her in writing for the purpose shall be in charge of and on the licensed premises during the whole time that they are open for public entertainment. The person in charge shall throughout the whole time the premises are open for public entertainment, be assisted by a sufficient staff of competent attendants specially instructed by the licensee, or a person nominated by him/her, as to their duties in the event of any emergency.
2. The licensee shall allow any authorised officer of the Licensing Authority, Fire Authority or Police to enter all parts of the licensed premises at all reasonable times and the licensee shall conform with any reasonable request of an Authorised Officer of the Licensing Authority, Fire Authority or Police.
3. No exhibition, demonstration or performance of hypnotism shall be given.
4. The licensee shall not knowingly allow any unlawful game to be played on the licensed premises.
5. In relation to the morning on which summer time begins, where the terminal hour of this licence is later than 1.00 am, the terminal hour shall be extended by one hour.
6. Entertainments on Sundays shall be limited to those that are not prohibited by the Sunday Observance Acts as modified.
7. There shall be fixed and kept in a conspicuous place on the door or at the entrance of the premises, an inscription in capital letters as follows:- "LICENSED FOR PUBLIC ENTERTAINMENTS", also showing the maximum occupancy level of the premises. Where an individual part of the premises has been licensed, the maximum occupancy (where determined by the Fire Officer) shall be displayed at the entrance to that part in the form "MAXIMUM OCCUPANCY".
8. A copy of the Public Entertainment Licence shall be kept on the premises at all times and produced for inspection upon request by an Authorised Officer of the Licensing Authority, Police or Fire Authority.

ELECTRICAL SAFETY

9. The electrical system shall be in accordance with the edition of the regulations of the Institution of Electrical Engineers in force at the time of installation. All materials or equipment used in connection with the electrical system for which there is a British

Standard specification, Regulations or Code of Practice shall conform to that specification, Regulation or Code.

10. A Report signed by a qualified electrical engineer who is a member of the National Inspection Council for Electrical Installation and Contracting (NICEIC), the Electrical Contractors Association, or the Electrical Contractors Association of Scotland, shall be submitted to the City Council on initial application and on renewal (except where a new licence and electrical reports are issued after 1 November) to the effect that the electrical system, the emergency lighting, if any, and the fire alarm system installed at the premises, if any, have been examined and tested and are in a safe working condition. All documentation relating to electrical safety submitted with an application to renew a licence must have been issued no earlier than 1 November of the preceding year. Entertainers shall only be permitted to use electrical sockets fitted with residual current device protection, complying with the current British Standard. Such sockets must be maintained in good working order and marked 'Audio Equipment Only'.
11. All parts of the premises to which the public have access shall have the lighting system tested every three months and the results recorded in the fire log book. Where a secondary system of lighting is provided by the provision of hand lamps, these shall be maintained in an efficient working order and made available to staff whose duty it is to facilitate the evacuation of the premises.
12. Electric lighting switches and gas taps shall, as far as possible, be arranged to be protected from unauthorised interference by members of the public.
13. The electrical intake enclosure shall not be accessible to the public and shall be used exclusively for the purpose for which it is provided. The main supply shut off of both gas and electricity should be easily and readily accessible in case of emergency. All electrical accumulators shall be adequately ventilated and unless installed in rooms or compartments specially reserved for them, shall be completely enclosed together with the terminals in substantial enclosures constructed of, or lined with, insulating and fire resistant material. The gas meter enclosure shall be adequately ventilated and used exclusively for the purpose for which it is provided.

FIRE SAFETY

14. Emergency exit notices must be illuminated at all times the premises are occupied, to be legible and in the event of failure of normal lighting such signs must be illuminated by the emergency lighting supply.
15. Fire alarm systems should be tested weekly and the results recorded in a log book. The system shall be maintained in efficient working order.
16. Testing and maintenance shall be carried out on all fire equipment, which shall be maintained in efficient working order.
17. Portable fire extinguishers shall be examined at least once annually and tested by a BAFE registered extinguisher maintenance engineer.
18. A notice or notices clearly indicating the position of the nearest telephone by which the emergency services may be summoned must be provided in suitable locations. If the premises are to be used for the regular provision of indoor sporting entertainment, a telephone must be installed.

19. The licensee must inform both the Fire Service, the Police and the Licensing Authority of any fire, however slight that occurs on the premises.
20. A fire log book must be kept which records details of tests, examinations and fire drill instruction. The log book must be readily available and produced for inspection by an authorised Officer of the Licensing Authority, Fire Authority or Police.
21. All members of staff must receive written instruction and training appropriate to their responsibilities in the event of an emergency. The training and instruction of staff on fire safety must include actions on discovering a fire, raising the alarm, location and use of fire fighting equipment, evacuation of the public and staff, calling the fire service. This training is to be carried out immediately to new staff as part of an induction programme and periodically repeated no less than twice per year.

PUBLIC ORDER AND ACCESS

- 22a. The total number of persons allowed on the premises, is as stated on the licence. Any request to amend the occupancy must be by applying to vary the licence.
- 22b. The licensee shall ensure that an effective system for determining the number of persons on the premises at any one time is used at all times when the premises are open for public entertainment. Staff responsible for monitoring and controlling access to the premises and management staff are to be aware of the maximum occupancy figures for the entire premises and where appropriate specific areas within the premises. These staff members must be instructed as to how the occupancy figure is to be monitored and the action to be taken when the maximum occupancy figure is reached.
- 22c. The licensee shall not allow the stated maximum occupancy to be exceeded.
23. The licensee shall maintain and keep good order and decent behaviour on the premises.
24. No public music, dancing, exhibition, recitation or entertainment of a like kind shall be permitted or suffered to take place in the licensed premises which is offensive, obscene, immoral, licentious, indecent or likely to produce riot, tumult or a breach of the peace, and the operation of the premises shall be carried out in such a way to prevent such conduct.
25. Table dancing, lap dancing, pole dancing and all forms of entertainment, dancing, or displays that include nudity or sexual performances of any kind are prohibited.
26. Collapsible gates or roller shutters, if installed, shall be opened to allow full width and necessary height of exit way before admission of the public, and must be kept locked in that position at all times the public are on the premises. A notice stating the requirements of this rule as to the opening and locking of the gates and shutters shall be kept posted in a conspicuous position near the gates or shutters.
27. In the case of seated audiences, adequate gangways of not less than 1.07 metres (3ft 6in) wide shall be provided for the free passage of the audience. These gangways shall not be occupied or obstructed in any manner and must be arranged opposite exit doors wherever possible.
28. Where the premises are to be used for a seated audience (except lunches or dinners) exceeding 200 persons, all seats shall be securely fixed to the floor, or secured together

in groups of four and 12. Where more than 400 persons are to be accommodated, the seats adjoining front, back or across the gangways and seats adjoining exits shall be securely fixed to the floor. The seats shall be so arranged that no seat or part of a seat shall be more than 4.57 metres (15 ft) from a gangway, measured in line of seating. Seating arrangements should comply with current British Standards and Codes of Good Practice.

- 29a. No person shall be employed or otherwise engaged on the licensed premises as a door supervisor unless he/she holds a current registration from the Security Industry Authority.
- 29b. At all times when engaged on supervisory duties a person shall wear and clearly display the registration badge issued by the Security Industry Authority.
- 29c. 'Door supervisor' means any person employed at or near the entrance to the licensed premises to ascertain or satisfy him/herself as to the suitability of customers to be allowed on the premises, and/or is primarily employed to maintain order on the premises.
- 29d. The licensee shall maintain on the premises a log book in which the names, addresses and dates of birth of all licensed door supervisors, and the licence number of licensed door supervisors shall be entered for each day that they are engaged at the premises.
- 29e. The log book shall be kept for a period of at least three months from the date of the last entry and be readily available for inspection by an authorised officer of the Licensing Authority, Fire Authority or Police.
- 30. This condition applies to premises which are licensed for liquor (other than by way of an occasional licence) and which are licensed to remain open after the general licensing hours defined and prescribed by Section 60 of the Licensing Act 1964.
 - 30a. The licensee shall provide free and unrestricted access to cold drinking water at a location which is readily accessible to customers. The water shall be provided without any charge.
 - 30b. The licensee shall provide rest facilities which are cooler, quieter and preferably separate from the main dance area(s). Adequate seating shall be provided with the rest facilities.
 - 30c. The licensee shall provide full working air conditioning and/or room temperature regulation appropriate for the type of event. Such air conditioning and/or room temperature regulation shall be properly maintained and shall operate during the provision of entertainment.
 - 30d. The licensee shall ensure that adequate first aid provision is available at all times to include having at least one nominated and suitably trained first aider on the premises at all times during the event.
- 31. a) In premises licensed for public dancing, the dance floor shall be clearly delineated and shall be positioned in such a way as to ensure the safety of persons using the dance floor.

- b) The arrangements for access around the dance floor and for seating in the vicinity of the dance floor shall be such that neither dancers nor patrons, seated or otherwise, are put at risk of physical injury.
32. The licensee shall ensure that all plant and equipment used on the premises to which the licence relates is maintained in a safe condition and except for necessary maintenance be securely fenced or otherwise guarded so as to preclude any danger.
- 33a. The provision of sanitary conveniences and other appliances and facilities must be in accordance with the current British Standard.
- 33b. All sanitary conveniences and appliances must be kept in good order and repair and kept effectively cleansed and ventilated. The licensee must ensure that every part of the premises to which the licence applies is maintained in a good state of structural repair and stability.
34. No structural alterations to the premises shall be made without the City Council's consent. Any request made to alter the premises must be by applying to vary the licence.
35. The licensee must ensure that every part of the premises is maintained in a good state of structural repair and stability.
36. The licensee must ensure that in every part of the premises to which the licence applies, the floors, walls, ceilings, windows, doors and fixtures are maintained in a clean condition, that the walls, ceilings, windows and doors are maintained in a reasonable state of decoration, and that no accumulation of dirt, rubbish or flammable material is allowed in any part of the licensed premises or in any other place under the control of the licensee and adjacent to the licensed premises.
37. Refuse must be stored in proper dustbins or other suitable receptacles with close fitting lids.
38. The licensee shall take all due precautions for the prevention of accident and shall not permit any act which is likely to cause fire or danger to the public.
39. All gangways, staircases and exits shall be kept clear of obstructions, well illuminated and free from any trip hazard whilst the premises are open for public entertainment.

NOISE AND GENERAL NUISANCE

40. Any noise produced or associated with the entertainment must not be audible at the façade of the nearest residential, commercial or industrial premises.
41. The licensee shall take all reasonable steps to ensure that patrons awaiting entry to the premises or leaving the premises do not cause annoyance or nuisance to any other person in the vicinity of the premises.
42. Sound insulation or control equipment which is installed to prevent noise nuisance to the occupiers of neighbouring premises shall be maintained in satisfactory working order.

SPECIAL EFFECTS

43. Lasers and strobes are not to be used without the written consent of the City Council. A warning sign to the effect that a laser or strobe is to be used in premises must be clearly displayed at all public entrances to the premises such that the public can see the warning sign before entering.

SPECIAL CONDITIONS OF ENTERTAINMENT LICENCE

- | | | | | | |
|----|-------------------|---|--------------|---|-------------------|
| 1. | Maximum Occupancy | - | Ground Floor | - | 175 Persons * |
| | | - | First Floor | - | 170 Persons* |
| | | | | | * excluding staff |
2. A CCTV system must be installed and maintained to the satisfaction of the Police. All video tapes must be retained for a minimum period of 31 days and made available for inspection by the Police or an authorised Officer of Nottingham City Council.

Annex 3 - Conditions attached after a hearing by the licensing authority

Not Applicable.

Annex 4 – Plans

Plans received with application dated 6 July 2005
Drawing numbers: SNU001 ground floor & SNU002 Basement
Dated: 2.7.2005
Plans applicable from the date of issue of the licence

5 September 2005

ANNEX 5

Risk Assessment – Snug Lounge Club

Along with all our present conditions we would also emphasize the following.

a) General – all four licensing objectives

Continue with our pro-active membership of Nottingham Hotel, Pub and Club Watch.

Adhere to recommendations made by the police, eg. ID checks / random searches / no unreasonable drinks promotions

Promotional material that carries the statement 'Please drink in moderation' and the keep Britain tidy logo

Maintain our strict 'Zero tolerance' policy to drugs, with random searches, on-site staff training in awareness and effects of drugs, through induction and on-going staff training.
See our drug and search materials attached.

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Cumulative impact issues

Risk Issue: Extension of license would further contribute to the cumulative impact

Facts: We already operate till 5am and the numbers attending the venue and times they attend would in fact not change from our present activities thus not increase the present cumulative impact of this area

We are a destination venue and have no passing trade. There are no other similar premises in the immediate vicinity, those in a reasonable proximity (bars not clubs) have earlier licenses and wouldn't impact on our premises

Our occupancy figures are very small at a maximum of 345 and we have only two rooms, even on full occupancy our number makes little impact on the overall area

Further Risk Prevention:

We would not apply to increase our present occupancy levels or aim to increase the overall numbers but merely meet the changing needs of our present clientele

We would maintain SIA registered door persons monitoring all people entering the premises while open to the public

If Licensing Department considered it necessary, even with doorman present anyway controlling entry, we would accept a condition on the license making the last entry at 3am or 2.30am with the exception of admitting VIP members and guests on the guest list until 3am.

We already work with the Taxis to pick up our customers directly outside the venue and with a later license those taxi would be able to meet the needs of our customers at a time after the usual peak times. The Taxi rank is already conveniently located at the end of our road

Conclusion: Serving one extra hour on Thursday – Sunday but keeping the same operational time would not further contribute to the present level of impact in the area and in fact it would help with a longer disbursement time

b) The prevention of Crime and Disorder

Risk Issue: Later bar service would lead to more incidents of misuse of alcohol (ie. extended drinking)
Drug users or suppliers would be attracted to the later hours.

Facts: Snug already operates until 5am and this has not lead to any increase of incidents, in fact incidents have dropped and the last 10 months and have seen no police call outs.

We are still a very small venue with only a small capacity and are not seeking to increase the capacity

Further Risk Prevention:

The change to bar service times will not increase crime and disorder, it will however assist in:

- a) Preventing unnecessary fast or binge drinking;
- b) It will give longer periods to drink socially in an environment designed for late night entertainment.
- c) It will also give time for customers to finish their drinks sensibly
- d) It will cater for those customers who come out later and are therefore drinking for no greater length of time than before
- e) It will assist in the disbursement of customers over a longer period of time which will assist with dealing with the cumulative impact issues
- f) It will alleviate the pressure on public transport at 3.00am

Bar staff will still not serve any persons who in the opinion of a reasonable person should not drink any further alcohol, this policy applies irrelevant of the bar service hour

A zero tolerance policy to drugs is always operated a copy of the policy is attached. The policy as applied for the last 5 years has proven a success and a later hour of bar service would not prevent this remaining as successful

Our reputation of zero tolerance to drug users and dealers is widely known in Nottingham

Dress codes will remain in force

Random searches will remain in force

We will make it clear on our advertisements what our last entry times are

CCTV will remain recording whilst open

Those people showing outward signs of intoxication or misuse of drugs would not be granted entry whatever the time and all opening times have SIA registered Door Persons monitoring everyone that enters

Conclusion: The drinking patterns of our customers rather than the overall amount of drinking has changed, there is no reason this should lead to an increase in crime or disorder.

c) Public Safety

The same policies will be applied to the extra one hours bar service

The maximum occupancy will remain the same

Electrical safety methods will remain in place

Fire safety procedure will remain in place and all staff are trained in-house on fire evacuation and Emergency / Bomb Risk Assessment and Procedures

Door staff will remain on the property whilst open / door staff are first aid trained

As the present policy states no one will be allowed to drink further alcoholic drinks if they show signs of becoming intoxicated, soft drinks and water are encouraged before this point – staff are trained for this

Conclusion: The changes should not increase any risk to public safety, the termination hour of 5.00am has not changed.

d) The prevention of public nuisance

Risk Issue: Customers leaving at a later hour / Making noise whilst leaving

Facts: Snug already operates until 5am and this has not lead to a single public nuisance issue

Further Risk Prevention:

The extension of bar service hours would not lead to greater noise that is audible on the façade, the venue is adequately sound proofed.

There are no other operating businesses in the area that could be affected by this change.

There are no residential premises in the area that would or could be affected by this change.

Extension of hours would improve disbursement patterns of our customers

Later Disbursement would make using public transport such as taxis more accessible

e) The Protection of Children from Harm

Risk Issue: Changes should lead to no further risks

Facts: Snug does not attract a young clientele and never has. Our Student nights are aged between 18-25 / Fridays attract 25 – 35 year age group / Saturdays attract 22 – 32 years age group

Further Risk Prevention:

ID is required where persons look under 21 or we are in any doubt / door checks remain in place / reception and bar staff are also trained to spot and not serve anyone who may be a minor / the till system is designed to prompt the staff on every bar service questions such as 'Is this person 18' 'Do they have ID' – these messages are changed regularly to keep the staff aware

Snug will maintain all the present standard conditions of our license in relation to children.

There are no schools / day care centers or similar in the area.

Snug is a venue that does not attract a young clientele due to the pricing structure and types of drink served and music policies it employs

Conclusion: These changes would not increase potential harm of children

In support of our changes

Our methods and policies have placed us in the final of best club and we were voted by an independent panel - Best Bar None – Best Club Finalist 2006. We are also Best Bar None Certified

We also run a Nottingham Trent University affiliated night the only premises of our size to do so and comply with their strict requirements to protect their students from harm

We have three qualified licensees on the premises and the premises do not open unless one of them is present.

We have 5 years of excellent history and proven late night experience in this industry

End.

ANNEX 6

As at 1st November 2006

Snug Lounge Club – Drug Policy Précis

The following are the simplified procedures employed to prevent all drug misuse. This should be read in conjunction with the following Snug documentation:

- 1) Drugs Awareness
- 2) Drug Policy
- 3) Club Inspection Log

Venue Design

The following methods have been employed to prevent the misuse of drugs

- 1) The venue is designed as open plan with no private areas
- 2) All areas (except toilets) are monitored by CCTV
- 3) Coat / bag check is on entry and not inside the venue
- 4) The reception is separate from the ground floor to control entry and allow for searches to be carried out
- 5) The toilet areas have no flat surfaces that could be used for taking drugs

Search Procedure

Pre entry – on the door

Reasons for searching

- 1) The person displays signs that they may have been misusing drugs
- 2) You suspect the person may be concealing something about their clothes or person
- 3) They have bags or large purses that may contain items not permitted in the premises
- 4) They have large coats / concealed pockets or outdoor wear – items not permitted in the premises
- 5) Regular random searches / no criteria required / to enforce our zero tolerance policy

Method of Search

- 1) Ask the person if they consent to being searched - All searches can only be carried out with the permission of the person involved.
 - a. If they refuse / refuse admission
- 2) Ask them to step into reception facing the reception area CCTV camera
- 3) Have them empty all pockets / handbags into the supplied tray in reception
- 4) Ask them if they have anything sharp in their pockets – if no perform a "pat down" procedure / if female the female receptionist will undertake this.
- 5) Look into – but do not place your hands – into any bags – if needed empty out. All large bags and large outdoor coats should be left in reception and not taken into the venue

27 APR 2007

Re-entry into the Venue

If a person leaves the venue has been out of sight of the duty manager and / or doorman, on re-entry

- 1) Ask the person if they consent to being searched
 - a. If refuse / re-entry will be refused
- 2) Search as per above methods

Post entry

If for any reason any person is believed to be misusing any drug or showing signs of having misused any drug:

- 1) Two doorman will escort to the person to reception
- 2) Ask permission to be search
 - a. If they refuse they must be escorted off the premises
- 3) Otherwise search as per above methods

Regular Searches of the Venue

All areas with the exception of the toilets are monitored by CCTV, both the ground and the basement areas open plan. A monitor is in the reception area which is used in between actual inspections

The following people will inspect the venue at regular intervals:

- 1) Duty manager
- 2) Bar Supervisors (one per bar / floor)
- 3) SIA registered door staff

The Club Inspection Log

A full inspection of the whole venue is carried out by an SIA registered Doorman every 30 minutes and then signed.

Procedure on finding or seizing drugs on the premises

If found on a person

- 1) The drugs will be placed in an evidence bag
- 2) The police will be called immediately

If found on the premises

- 1) The drugs will be placed in an evidence bag
- 2) Contacting the police
 - a. If sensible time the police will be called immediately
 - b. If at peak police times
 - i. Evidence bag will be placed in the on-site safe witnessed by the duty manager and the head doorman
 - ii. The following day the police will be called
 - iii. The evidence bag and CCTV footage will be handed over

In all cases as outlined above an entry will be made into the incident report book

As at 1st November 2006

Snug Lounge Club – Drug Policy

Drugs policy for the snug lounge club

Everyone in every community has a part to play in tackling drug misuse. It is important to tackle the 'drug problem' and to ensure that the Snug Lounge Club continues to remain 'drug free'. Illegal substance must not be allowed to be supplied or consumed within licensed premises.

The contents of this Drug Policy should allow all staff employed to have a better understanding of the law in relation to drugs and drug related incidents. It will provide systems and procedures to ensure that all drugs related incidents are dealt with consistently and safely.

We will work towards achieving this through:

- communication with our customers;
- providing our employees with guidance, information, training and procedures to assist them in identifying drugs, the effects of taking them and appropriate action; (a copy of this document is attached)
- complying with our legal responsibilities;
- working closely with local authorities and Nottinghamshire Police.

Classes of Drugs

The Misuse of Drugs Act 1971, classifies drugs as follows:

Class 'A'

Includes Cocaine, Crack Cocaine, Heroin, Ecstasy, Cannabis Oil and LSD.

Class 'B'

Includes Cannabis, Cannabis resin and Amphetamine.

Class 'C'

Generally tend to be prescribed drugs which are abused, the most popular include Temazepam, Diazepam and Steroids.

(The full breakdown is attached)

The Law

The Misuse of Drugs Act 1971 creates a number of offences to control the misuse of illegal drugs.

Common Offences

Possession

It is an offence for a person to have a controlled drug in his/her possession.

Possession with Intent to Supply, it is an offence for a person to have a controlled drug in his/her possession whether lawfully or not with intent to supply it to another.

Supply

It is an offence for a person to supply or offer to supply a controlled drug to another person.

Concerned In the Supply

It is an offence for a person to be concerned in the supply of a controlled drug to another person. Section 8 of the Misuse of Drugs Act 1971. It is the responsibility of the licensee and staff of Snug Lounge Club to prevent drug dealing and the abuse of controlled drugs within the premises. To knowingly permit or suffer any drug related activity on the premises is an offence.

Searching

It is a condition that random searches are undertaken at the point of entry.

A sign in reception is clearly displayed regarding our 'Zero Tolerance' Policy in relation to drugs within the premises.

Power of Search

Only the Police have power to search people without their consent.

Searches can only take place with the permission of the person concerned.

A witness should always be present during any search to provide corroboration and prevent any allegations. If they decline to be searched, entry can be refused.

The witness will either be the duty manager or another door member of staff or the receptionist.

We have the right to refuse entry or to ask someone to leave the licensed premises. If an individual refuses, the Police would be contacted for assistance.

Items to be searched

The search should be restricted to outer clothing or pockets and should include bags and similar.

Bags / large outdoor coats and similar will remain in the cloakroom. Failure to leave such items in the cloakroom will lead to entry being denied.

Great care must be taken whenever you are searching a person in relation to Drugs. The person in question will be asked to empty pockets, bags and other items into a bowl provided for this purpose. Never put your hand straight into someone's pocket without first asking the person if they have any sharp objects and patting the outside of the pocket. You should then ask if the pocket is empty and pat it from the outside.

This may be sufficient to establish if there is anything in the pocket. Great care must be taken so that an exposed needle for example, does not cause injury. You should also ask the individual to empty any bags and watch carefully whilst this is done.

Irrelevant of how busy the venue is, thoroughness will not however be sacrificed for speed.

We will attempt to put our customer at ease and make them as comfortable as possible in these circumstances. Where possible the search will not be in view of other waiting customers so as to avoid any misconceptions.

Searching customers in the premises

Where possible all searches will be done before entry. However where information comes to light that suggests the person is misusing drugs that person will be politely escorted to reception and will be requested to submit to a search. Failure to submit and that person will be asked to leave the premises.

If the individual does not agree to a search, you have no legal powers to do it. If a subject withdraws consent during a search, you have no legal powers to continue, you must stop immediately and consider contacting the Police. Again you also have the right to ask someone to leave your licensed premises.

Searching Females

A male should only search a male and a female should only search a female to prevent allegations of indecency/sexual assault. A witness should always be present to provide corroboration and help to prevent any allegations. The witness can be either male or female. Where possible the search will be carried out within the range of CCTV cameras.

Searching females will be undertaken by either the female receptionist or a female supervisor.

If drugs are found

The person who has agreed to being searched and who has agreed to remain with you must be handed over to the Police as soon as possible. However, you have no power to force them to remain with you. If you find something which you think is a controlled substance, you should keep this safe and contact the Police immediately. Any substance found will be placed in an evidence bag provided by the police and kept at reception. Once the evidence bag is sealed it will then be placed in the on-site safe until it can be handed over to the police.

Can force be used to search a customer?

No. The customer must always grant permission to be searched. There are no circumstances in which force may be used to carry out the search.

Power of Detention

You have no power to detain a person for offences under the Misuse of Drugs Act 1971. The person(s) must agree to remain with you and must be handed over to the Police as soon as possible. If a person commits a Common Law offence such as an assault on a customer or member of staff, or is committing a Breach of the Peace on the premises, then he/she can be detained but only for the Common Law offence. Again the Police should be notified as soon as possible.

Drugs Seized or Found on the Premises

If we find anything that appears to be an illegal or unknown substance, it will be placed in an evidence bag and sealed and placed in the safe for safe keeping. This must be signed by the duty manager and witnessed by another member of staff such as the head doorman. An incident form will also be completed.

If any member of staff or management finds drugs on the premises, they must immediately inform the duty manager and /or head doorman.

Drugs Information

Snug will not automatically think that because we know, the Police will know too. It is our policy to pass on any information about activities involving the misuse of drugs and would inform the police immediately.

When to contact the Police

Immediately where an arrest should be made or safety requires this.

None urgent details or information will be made known to the police the following day.

Unknown substances found will be handed to the police the following day with full information.

General Procedures

- 1) Snug actively operates a Zero tolerance drug policy
- 2) A sign stating this is visible on entry
- 3) CCTV operates on the premises to deter users and dealers
- 4) Random searches operate on entry
- 5) The venue is patrolled by doorman and sensitive areas checked (such as toilets) at regular intervals – a sheet is signed to state this has been done and is checked by the duty manager
- 6) Staff training – on induction the staff are trained to spot suspicious behavior or signs of having taken illegal substances and trained to report all information to the duty manager and/or head doorman
- 7) We hold regular meetings with all staff and door personnel, basic meetings nightly and main meetings once a week
- 8) We attend Pub, Club and Hotel Watch and actively seek to liaise with all parties and the police to prevent the misuse of drugs
- 9) We will comply with requested on-site police visits and swab testing by the police

DRUGS AWARENESS

The following information is issued to you as a member of the Snug Lounge Club staff, so that you can obtain a better understanding of the types of drugs currently used, their names & slang terms, class rating, & most importantly their effects upon individuals who take such drugs for recreational use. As a member of the Snug Lounge Club staff you need to be aware at all times & any suspicious acts or behaviour by individuals, & these should be reported to the duty manager immediately.

Snug Lounge club operates a strict 'NO DRUGS' policy, & any one caught in the possession of, or consumed such drugs before entering the premise or on site will be reported to the police immediately.

drug categories

DEPRESSANTS	Alcohol, GHB, Barbiturates.
HALLUCINOGENS	LSD, Cannabis, Ketamine, Mushrooms.
STIMULANTS	Amphetamines, Cocaine, Caffeine, Tobacco, Steroids, Poppers, Ecstasy.
PAINKILLERS	Heroin, Methadone, Codeine, Morphine.

drug type

GHB (GBH)

Possession is now an offence & substance is swallowed as a clear liquid, & has no taste.

CLASS	A
SLANG TERMS	GHB, GBH, GeeB, Date Rape.
EFFECTS	Low doses similar to the effects of alcohol. Higher doses likened to ecstasy may also lead to disorientation and nausea.

OPIATES (Heroin)

A controlled drug which is illegal to possess.

CLASS	A
SLANG TERMS	Smack, Heroin, Opium, Junk, Skag, H
EFFECTS	Heroin is relatively potent easily dissolved in water for injecting and penetrates the blood-brain barrier. It can also be smoked giving a practically immediate effect. The effects last 3 - 6 hours & after injection there can be an intensely pleasurable rush.

drug type

AMPHETAMINES (Speed)

A controlled drug which is illegal to possess. Can be sniffed or injected. Pills and tablets can be taken by mouth.

CLASS	B
SLANG TERMS	Speed, Whiz, Sulphate, Sulph.
EFFECTS	A strong stimulant. The effects last 3-4 hours. At higher doses intense exhilaration and feelings of greatly increased mental and physical abilities. Sometimes panic and paranoia is possible.

HALLUCINOGENIC AMPHETAMINES (Ecstasy)

A controlled drug which is illegal to possess. Swallowed as tablets or capsules.

CLASS	B – C varies
SLANG TERMS	Ecstasy, E, Pills, Lax, Eve.
EFFECTS	Feeling of empathy towards others increased. Lots of sweating and people regularly needing water combined with non-stop talking.

LSD

Controlled drug illegal to possess, & swallowed in various forms; paper squares, pills, and tablets

CLASS	A
SLANG TERMS	Acid, Trips, Tabs, LSD.
EFFECTS	Effects peak after 2-6 hours and fade after 12 hours. Hallucinations and usually temporary psychotic episodes possible.

COCAINE

A controlled drug which is illegal to possess. Can be rubbed on gums, injected, smoked, & is available in powder, or rock form.

CLASS	A
SLANG TERMS	Crack, Freebase, Base, Coke, Snow, Charlie, Rock, Stones.
EFFECTS	A strong stimulant lasting 10 – 15 minutes. After smoking Effects are immediate & more intense than sniffing. The short lived high is followed by rebound after effects such as extreme mood swings, agitation, paranoia, toxic psychosis, eating disorders & damage to the nose & gums.

drug type

CALKYL NITRITES (Poppers)

An unrestricted commercial product, sold in small container or bottle. Vapours inhaled through nose or mouth.

CLASS Pharmacy Medicine
SLANG TERMS Poppers, Rush.
EFFECTS Rushing sensation as blood vessels dilate increase sexual pleasure causes headaches, vomiting, dermatitis, & unconsciousness

CANNABIS

A controlled drug which is illegal to possess, usually smoked in a joint form.

CLASS A – B varies
SLANG TERMS Pot, Dope, Blow, Draw, Smoke, Gras, Ganja, Weed, Herb, Skunk.
EFFECTS After smoking effects start within a few minutes & can last several hours, with relaxed feelings & talkativeness.

KETAMINE

Prescription only medicine. The substance is swallowed as a tablet, sniffed, or swallowed as a powder.

CLASS Pharmacy Medicine
SLANG TERMS K, Special K, Ket.
EFFECTS Initial rush accompanied by nausea, slurring speech, numbness, & irregular muscle movements – LSD type effects.



CLUB INSPECTION LOG

CHECKED DATE. 00 / 01 / 07

TIME	GROUND FLOOR DANCE & BAR / G TOILETS	BASEMENT LOUNGE	VIP	B TOILETS	INITIAL / SIGN
8:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
01:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
01:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
02:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
02:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CLICKER TOTAL :

MEDSOC / DOCTORS : VIP CARDS : VIP GUESTS :

WEATHER CONDITIONS : HOT WARM COLD DRY WET WINDY SNOW / HAIL

PERSONS IN VENUE : 11PM : 12AM : 1AM : 2AM : 3AM :

EARLY PARTY GUESTS : 8PM : 9PM : 10PM : 10.30PM :

DAMAGES / REPAIRS / REPLACEMENTS
.....
.....

INCIDENTS / EVENTS / OTHER
.....
.....

Incident Report Form



1) DAY / DATE _____ - ____ / ____ /2007 TIME OF INCIDENT _____

2) PERSON(S) DEALING WITH INCIDENT

a) Name _____ Position _____

b) Name _____ Position _____

3) TYPE OF INCIDENT - tick box(s)

Accident / Injury Rejection of entry Ejection from venue

Other (please state) Drugs Over Intoxicated

4) DETAILS OF INCIDENT

5) ACTIONS TAKEN

Police called Yes No

6) BRIEF DESCRIPTIONS OF PERSON(S) INVOLVED:

a) Sex Male Female

b) Colour _____

c) Approx Age _____ d) Height _____

e) Clothes _____

f) Distinguishing features / marks

PTO

7) FOLLOW-UP ACTIONS TAKEN (if any required)

8) WITNESS DETAILS (if any)

Name

Contact No

Address

9) SIGNED

a) Doorman:

b) Duty Manager:

Further information with regards to the incident to be recorded here:
