

5. REPORT

Background

5.1 An application for a variation to a Premises Licence, by Ms Serdal Ziya in respect of Music Palace, 159A Tottenham Lane, London N8 under the Licensing Act 2003.

5.2 The applicant seeks to vary the premises license to allow **films, live music, recorded music, performance of dance (table and lap dancing), facilities for dancing, facilities for making music and the sale of alcohol:** App 1

Monday – Saturday 11.00 -02.00 and
Sunday 11.00 – 23.00.

To allow **late night refreshment** Monday – Saturday 23.00 – 02.00

The applicant has identified conditions currently imposed on the licence that could be removed as a consequence of the proposed variation:

Conditions 1 and 2 under the heading 'Prevention of Crime and Disorder' on the premises licence and all 4 of the existing conditions under the heading 'Protection of Children' on the licence.

For clarity these are as follows:

"Prevention of Crime and Disorder

Bottles containing beverages of any kind shall not be left in the possession of any customers after service and following the discharge of the contents into an appropriate glass or drinking vessel."

"Glass bottles containing wine may be sold for consumption with a meal taken at a table, by customers who are seated in an area set aside exclusively for persons taking table meals."

"Protection of Children

The licensee and staff will ask persons who appear to be under the age of 18 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer.

A register of refused sales shall be kept and maintained on the premises, in accordance with paragraphs 6(8) and 18(5) of Schedule 8 of the Licensing Act 2003, the licence holder shall have regard to the statutory provisions contained within the Children and Young Persons Act 1933 (as amended).

No adult entertainment including any of a nude physical nature is to be permitted on the premises regardless of who pays for it.

Children under 16 must be accompanied by an adult at all times."

A copy of the current licence is at **App 2**

THE OPERATING SCHEDULE

When the premises provide entertainment of an adult nature they will adhere to the operational guidelines as agreed with the Police. A copy of this document will be available for inspection by the responsible authorities at all times during trading.

App 3

5.2 Crime and Disorder

5.3 Public Safety

5.4 Public Nuisance

5.5 Child Protection

1. No under 18s will be permitted onto the premises at any time
2. anyone appearing to be 21 or under will be asked for i.d. at the front desk of the premises prior to entry. Acceptable forms of i.d. to be agreed with the Police and set out in the premises Operational Guidelines
3. A register of refusals will be kept at the front desk and all persons refused entry will be noted in it with reasons for the refusal (for instance 'no i.d.)

6. RELEVANT REPRESENTATIONS (CONSULTATION)

Responsible authorities:

6.1 Comments of Metropolitan Police -App4

The Police made representation with regard to the Operational Guidelines and these matters are now resolved.

6.2 Comments of Enforcement Services:

Noise Team – APP 5

Have made comments / recommendations in relation to this application and speak of the history of noise nuisance associated with this premises in the past.

Food Team

Have made no observations.

Health and Safety

Have no objections to this application

Trading Standards

Have no objections to this application

6.3 Fire Officer

Have made no objection to this application

6.4 Planning Officer

Representation with regard to the hours of trade of the premises under the Planning Law were raised but do not affect the consideration of this application under the Licensing Act.

6.5 Comments of Child Protection Agency or Nominee

7.0 Interested Parties –APP 6

Objections have been made by residents and they have requested that Cllr Winskill and MP Lynne Featherstone have been requested to represent some of the residents.

8.0 Financial Comments

The fee which would be applicable for this application was **£190.00**

9.0 Licensing Authority Considerations

Currently these premises are licensed under Licensing Act 03 as a night club with a Premise License. Under the Licensing Act 2003 the application must be considered under the 4 licensing objectives which are:

- The prevention of crime and disorder
- public safety,
- prevention of public nuisance and
- the protection of children from harm.

The Act does not seek to provide regulation on matters of taste, decency or the general appropriateness of any form of entertainment. Such matters are governed by the laws dealing with indecency and obscenity.

When a pub, bar or club apply for a licence that will include regulated entertainment such as the performance of a dance, they have to declare in their application if this will be of an adult nature.

No application should be refused if it can have conditions applied to ensure that it will uphold the licensing objectives.

The Operational guidance put forward by the applicant suggests that topless dancing would take place at the table in view of all patrons but that full nudity will take place in a designated area.

EXTRACT FROM STATEMENT OF LICENSING POLICY – APP 7

Adult Entertainment

- 13.4 Nudity, striptease and other adult entertainment of a sexual nature fall within the remit of the Licensing Act 2003. This section details the approach the Licensing Authority will take when considering applications for this type of activity on its own merits. These premises may also require a licence under the Local Government (Miscellaneous Provisions) Act 1982.
- 13.5 Applicants to whom this applies are required to set out expressly in their Operating Schedule that they propose to offer entertainment involving nudity, striptease or other adult entertainment of a sexual nature. Any reference to music or dancing without express reference to adult entertainment will be interpreted as not including adult entertainment.
- 13.6 The Licensing Authority and the Police will have concerns about crime and disorder and public nuisance issues which may arise from the operation of the premises where these activities take place. The carrying on of these activities can provide the opportunity for prostitution, pimping, and other offences of a sexual nature. For these reasons there must be proper regulation of premises where these activities are offered.
- 13.7 When considering applications the Licensing Authority will have regard to whether the premises are in close proximity to the following:
- Schools
 - Places of worship
 - Residential accommodation
 - Venues of a similar nature offering adult entertainment
 - Community centres
 - Youth clubs

Where appropriate the Authority will also take into account the cumulative effect of a number of such premises on the character of the area in question.

- 13.8 Where such applications are made the Licensing Authority will expect the Operating Schedule to address and promote the licensing objectives by including a number of measures within it to regulate the adult entertainment examples of such measures are set out in the Appendix. A code of conduct for dancers and customers and appropriate disciplinary procedures should be developed in consultation with the Police and the Council.

13.9 The Operating Schedule should also set out procedures to ensure that all staff employed in the premises have pre-employment checks including suitable proof of identity, age and where required permission to work and measures to ensure the exclusion of staff under 18 from the premises when such activities are taking place.

Since writing our Policy the Government has made it clear that such premises do not require further permission out side of the Licensing Act 2003. However the Government has also carried out wide consultation on bringing these premises under the remit of the Local Government (Miscellaneous Provisions) Act 1982 under their own use classification as Sex Encounter Venues, this has not yet come into effect.

Other relevant Parts of Statement of Licensing Policy

1.6-1.7, 2.3-2.7, 7.4, 11.1-11.2, 12.1, 13.4-13.9, 16.1, 22.1-22.6, 24.1, Appendix-Guidance on the Operating Schedule.

Further guidance is attached at **App 8** – Extracts from the Section 182 Guidance .

Relevant Guidance:

Prevention of Crime and Disorder

Paragraphs 1.28 -1.30, 2.1 -2.18: Chapter 10, 13.40-13.42 and Annex D Part 1 of the Guidance issued under Sec 182 of the Licensing Act 2003

Public Safety

2.19-2.31: Chapter 10 Annexe D Part 2 of the Guidance issued under Section 182 of the Licensing Act 2003.

Prevention of Public Nuisance

Paragraphs 2.32-2.40: Chapter 10 and Annexe D Part 4 of the Guidance issued under Section 182 of the Licensing Act 2003.

Protection of Children from Harm

Paragraphs 2.41-2.50 and Part 5 Annex D of the Guidance issued under Section 182 of the Licensing Act 2003

APPENDIX 1

APPLICATION FORM

London Borough of Haringey

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 Serdal Ziya

(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 LN-200600321
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
The Music Palace 159A Tottenham Lane Hornsey			
Post town	London	Post code	N8 9BT9BT

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£6000

Part 2 – Applicant details

Daytime contact telephone number	07958 086 450		
E-mail address (optional)	n/a		
Current postal address if different from premises address	230 Silver Street		
Post Town	Edmonton	Postcode	N18 1PS

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
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

To vary the premises licence to allow films, live music, recorded music, performance of dance, facilities for dancing, facilities for making music and the sale of alcohol Monday – Saturday 11.00 -02.00 and Sunday 11.00 – 23.00. To allow late night refreshment Monday – Saturday 23.00 – 02.00.

To remove:

Conditions 1 and 2 under the heading 'Prevention of Crime and Disorder' on the premises licence

All 4 existing conditions under the 'protection of children' section on the premises licence

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

N/A

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)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
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)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11.00	02.00	Please give further details here (please read guidance note 3) Amplified music video, sport, entertainment programs and any entertainment of a like kind		
Tue	11.00	02.00			
Wed	11.00	02.00	State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur	11.00	02.00			
Fri	11.00	02.00	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	11.00	02.00			
Sun	11.00	23.00			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Tue			
Wed			
Thur ^{sp}			<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)
Fri			
Sat			
Sun			

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)	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					
Thur			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Fri					
Sat					
Sun					
			<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)		

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music 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	Please give further details here (please read guidance note 3) Music may be via artists singing, karaoke, DJ and other of a similar nature		
Mon	11.00	02.00			
Tue	11.00	02.00			
Wed	11.00	02.00			
Thur	11.00	02.00			
Fri	11.00	02.00			
Sat	11.00	02.00			
Sun	11.00	23.00			
			State any seasonal variations for the performance of live music (please read guidance note 4)		
			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)		

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)	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) Amplified music played through an in house sound system		
Mon	11.00	02.00			
Tue	11.00	02.00			
Wed	11.00	02.00			
Thur	11.00	02.00			
Fri	11.00	02.00			
Sat	11.00	02.00			
Sun	11.00	23.00			
			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
			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)		

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	Please give further details here (please read guidance note 3) Performers to dance as part of the entertainment.			
Mon	11.00	02.00				
Tue	11.00	02.00	State any seasonal variations for the performance of dance (please read guidance note 4)			
Wed	11.00	02.00				
Thur ^{sp}	11.00	02.00	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)			
Fri	11.00	02.00				
Sat	11.00	02.00				
Sun	11.00	23.00				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing			
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors	<input type="checkbox"/>
Mon					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)			
Wed						
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)			
Fri						
Sat			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 (please read guidance note 5)			
Sun						

Provision of facilities for making music Standard days and timings (please read guidance note 6)			Please give a description of the facilities for making music you will be providing																									
<table border="1"> <thead> <tr> <th>Day</th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td>Mon</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Tue</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Wed</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Thur</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Fri</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Sat</td> <td>11.00</td> <td>02.00</td> </tr> <tr> <td>Sun</td> <td>11.00</td> <td>23.00</td> </tr> </tbody> </table>			Day	Start	Finish	Mon	11.00	02.00	Tue	11.00	02.00	Wed	11.00	02.00	Thur	11.00	02.00	Fri	11.00	02.00	Sat	11.00	02.00	Sun	11.00	23.00	Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input checked="" type="checkbox"/>
			Day	Start	Finish																							
			Mon	11.00	02.00																							
Tue	11.00	02.00																										
Wed	11.00	02.00																										
Thur	11.00	02.00																										
Fri	11.00	02.00																										
Sat	11.00	02.00																										
Sun	11.00	23.00																										
Outdoors <input type="checkbox"/>																												
Both <input type="checkbox"/>																												
			Please give further details here (please read guidance note 3) The following facilities may be provided at the premises; in house sound/music system, musical instruments, video or tv screens																									
			State any seasonal variations for the provision of facilities for making music (please read guidance note 4)																									
			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 (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)																								
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			Day	Start	Finish																						
			Mon	11.00	02.00																						
Tue	11.00	02.00																									
Wed	11.00	02.00																									
Thur	11.00	02.00																									
Fri	11.00	02.00																									
Sat	11.00	02.00																									
Sun	11.00	23.00																									
Outdoors <input type="checkbox"/>																											
Both <input type="checkbox"/>																											
			Please give a description of the facilities for dancing you will be providing																								
			Please give further details here (please read guidance note 3) Provision of permanent or temporary dance floor. Performers dancing facilities in order to provide entertainment.																								
			State any seasonal variations for providing dancing facilities (please read guidance note 4)																								
			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)																								

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>		
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)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	23.00	02.00		Both	<input checked="" type="checkbox"/>
Tue	23.00	02.00	<u>Please give further details here</u> (please read guidance note 3) Hot food and drink provided as and when required including functions or events		
Wed	23.00	02.00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur	23.00	02.00			
Fri	23.00	02.00	<u>Non standard timings. Where you intend to use the premises 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	02.00			
Sun					

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)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	11.00	02.00			
Tue	11.00	02.00			
Wed	11.00	02.00			
Thur	11.00	02.00			
Fri	11.00	02.00			
Sat	11.00	02.00			
Sun	11.00	23.00	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)		

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)

No Under 18's will be permitted during licensable activities. However for the avoidance of doubt the premises does intend to provide adult entertainment.

O

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	11.00	02.30			
Tue	11.00	02.30			
Wed	11.00	02.30			
Thur	11.00	02.30			
Fri	11.00	02.30			
Sat	11.00	02.30			
Sun	11.00	23.30	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)		

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

Conditions 1 and 2 under the heading 'Prevention of Crime and Disorder' on the premises licence

All 4 existing conditions under the heading 'Protection of Children' on the premises licence

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

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)

When the premises provide entertainment of an adult nature they will adhere to the operational guidelines as agreed with the Police. A copy of this document will be available for inspection by the responsible authorities at all times during trading.

b) The prevention of crime and disorder

See box a) above

c) Public safety

See box a) above

d) The prevention of public nuisance

See box a) above

e) The protection of children from harm

1. No under 18's will be permitted onto the premises at any time.
2. Anyone appearing to be 21 or under will be asked for i.d. at the front desk of the premises prior to entry. Acceptable forms of i.d. to be agreed with the Police and set out in the premises Operational Guidelines
3. A register of refusals will be kept at the front desk and all persons refused entry will be noted in it with the reasons for the refusal (for instance 'no i.d.')

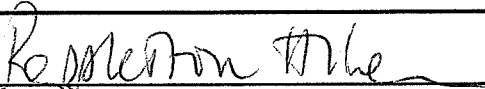
Please tick yes

- 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	30/1/09
Capacity	Poppleston Allen – Solicitors for & on behalf of the applicant

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	
Date	
Capacity	

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

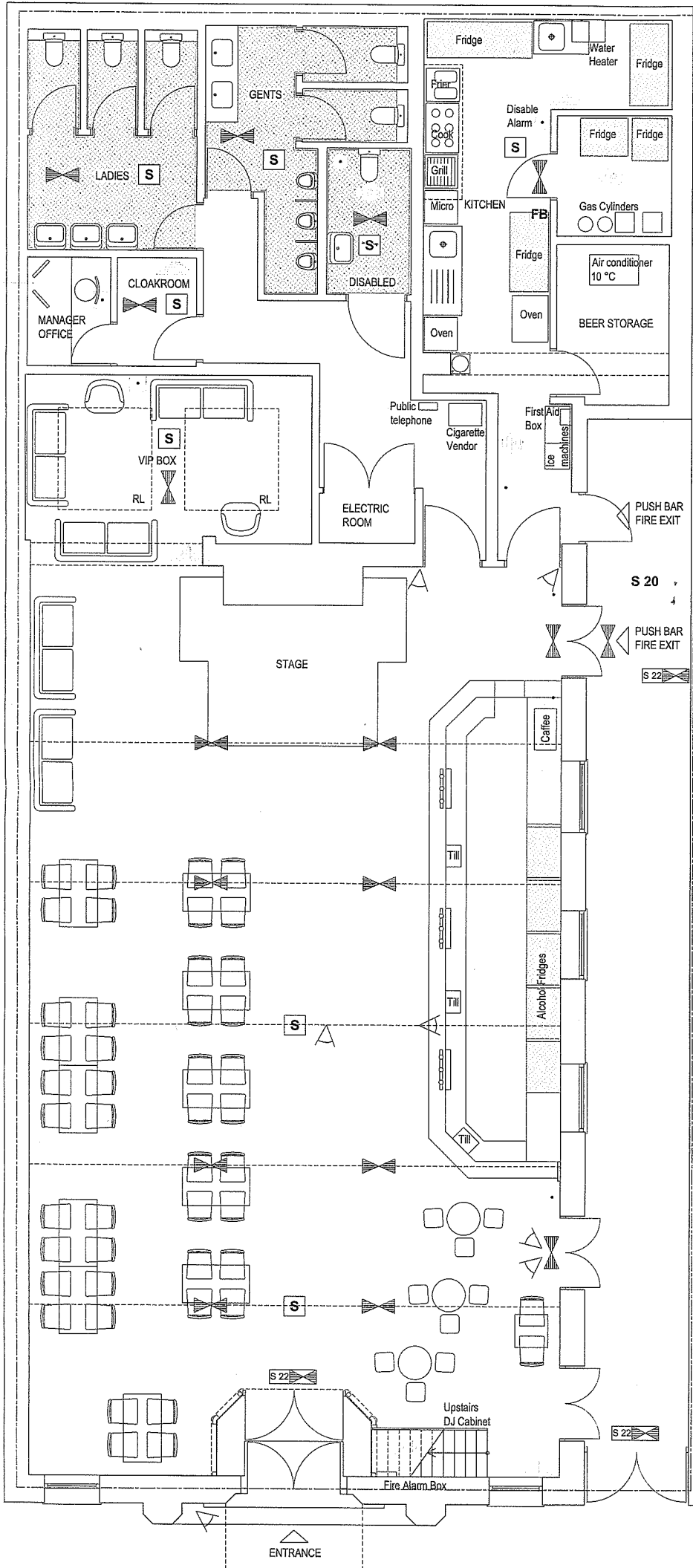
Piers Warne
Poppleston Allen Solicitors
88 Kingsway

Post town	London	Post code	WC2B 6AA
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











Telephone number (if any) 0207 936 5869

If you would prefer us to correspond with you by e-mail your e-mail address (optional)
p.warne@popall.co.uk

CCTV recording device & CCTV monitors



LEGEND

-  WC AREA
-  FRIDGES
-  AMBIT OF LICENSED PREMISES
-  SAFETY LIGHTS
-  SMOKE DETECTOR
-  CCTV
-  FIRE ESCAPE KEEP CLEAR
-  INTERNALLY ILLUMINATED FIRE ESCAPE SIGN (BS 5266)
-  CARBON DIOXIDE FIRE EXTINGUISHER
-  9 LT. WATER FIRE EXTINGUISHER
-  FIRE ALARM BELL
-  FIRE ALARM CALL-POINT
-  DISABLED EMERGENCY CALL-POINT & ALARM
-  FAN

MUSIC PALACE MUSIC PALACE
159 A
TOTENHAM LANE
N8 3DT

EXISTING
GROUND FLOOR

SCALE : 1/100@A3 DATE : 18/08/07

REF. NO : O180807-01

act2003 POSITIVE
business consultancy&training
90 Green Lanes LONDON
N16 9EJ

Tel : 020 7241 3636(4line)

www.act2003.com

I, Imogen Moss in the firm of Messrs. Poppleston Allen, Solicitors of 37 Stoney Street, The Lace Market, Nottingham, NG1 1LS refer to the following:-

1. Letter to London Borough of Haringey dated 30 January 2009
2. Application Form
3. Original Premises Licence
4. Cheque in the sum of £190

I FURTHER CERTIFY that I have served documents 1 – 5 upon the following:-

1. Licensing, London Borough of Haringey, Environment, Techno Park, Ashley Road, Tottenham, London, N17 9LN

I FURTHER CERTIFY that I have served a true copy of documents 1, 2, 3 and 5 upon the following:-

2. The Commissioner of Police to the Metropolis, Metropolitan Police, Quicksilver Patrol Base, Unit 1, Quicksilver Place, Western Road, N22 6UH
3. The Chief Fire Officer, London Fire Brigade , London Fire & Emergency Planning Authority, Fire Safety Regulation: North West Area 1 , 169 Union Street, London , SE1 0LL
4. Health & Safety , London Borough of Haringey, Enforcement Service, Technopark, Ashley Road, Tottenham, N17 9LN
5. Child Protection, Quicksilver Patrol Base, Unit 1, Quicksilver Place, Western Road, N22 6UH
6. Trading Standards , London Borough of Haringey, Enforcement Service, Ashley Road, Technopark, Tottenham, N17 9LN
7. Planning Enforcement , London Borough of Haringey, Environmental Services, 639 High Road, Tottenham, N17 8BD
8. Environmental Health , London Borough of Haringey, Enforcement Service, Technopark, Ashley Road, Tottenham, N17 9LN

I effected service by sending the said documents to each and every one of them by special delivery addressed to them on 30 January 2009.

SIGNED

DATED: 30 January 2009

APP 2

COPY OF CURRENT LICENCE




PREMISES LICENCE

Receipt: F00103090582

Premises Licence Number: LN00006460

This Premises Licence has been issued by:

**The Licensing Authority, London Borough of Haringey,
Urban Environment, Technopark, Ashley Road
Tottenham, London, N17 9LN**

Signature:.....

Date: 17th October 2007

Part 1 – PREMISES DETAILS

Postal Address of Premises or, if none, Ordnance Survey map reference or description:

**MUSIC PALACE
159A TOTTENHAM LANE
HORNSEY
LONDON
N8 9BT**

Telephone : 0208 347 5444

Where the Licence is time limited, the dates:

N/A

Licensable activities authorised by the Licence:

Regulated entertainment: films, live music, recorded music, performances of dance, making music, dancing, provision of entertainment facilities

Supply of Alcohol

Provision of Late Night Refreshment

The times the Licence authorises the carrying out of licensable activities:

Live Music

Monday to Saturday 1100 to 0000

Sunday 1100 to 2230

Films

Monday to Sunday 1100 to 2200

Provision of Late Night Refreshment

Monday to Saturday 2300 to 0000

Recorded Music, Facilities for Dancing and Making Music, Entertainment Facilities

Monday to Thursday 1100 to 0000

Friday and Saturday 1100 to 0200

Sunday 1100 to 2230





Supply of Alcohol

Monday to Thursday	1100 to 0000
Friday and Saturday	1100 to 0200
Sunday	1100 to 2230

The opening hours of the premises:

Monday to Thursday	1100 to 0000
Friday and Saturday	1100 to 0200
Sunday	1100 to 2230

NO NEW ENTRY TO THE PREMISES AFTER MIDNIGHT.

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

Supply of alcohol for consumption **ON** the premises

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of Premises Licence:

Serdal Ziya
230 Silver Street
Edmonton, London
N18 1PJ

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

Name, address and telephone number of designated premises supervisor where the Premises Licence authorises the supply of alcohol:

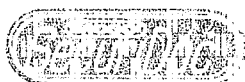
Serdal Ziya
230 Silver Street
Edmonton, London
N18 1PJ

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

Personal Licence Number LN/200600321
Expiry Date 17th July 2016
London Borough of Enfield

State whether access to the premises by children is restricted or prohibited:

Children under the age of 16 must be accompanied by an adult



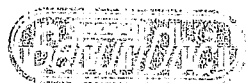


Annex 1 –Mandatory Conditions

(2) Supply of alcohol: No supply of alcohol may be made under the premises licence-

- (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
- (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

(3) The second condition is that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.





Annex 2 – Conditions consistent with the Operating Schedule

THE PREVENTION OF CRIME AND DISORDER

Bottles containing beverages of any kind shall not be left in the possession of any customers after service and following the discharge of the contents into an appropriate glass or drinking vessel.

Glass bottles containing wine may be sold for consumption with a meal taken at a table, by customers who are seated in an area set aside exclusively for persons taking table meals.

No customers carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.

Alcoholic drinks shall not be advertised, promoted or supplied in such a way that is intended or likely to encourage persons to consume alcohol to an excessive extent.

Alcoholic drinks shall not be supplied in such a way which will enable or which is intended to enable persons to consume unlimited quantities of alcohol drinks on payment of a single payment or payment arrangement which is not related to the amount or number of alcoholic drinks supplied.

An attendant shall be positioned in the cloakroom area during the whole time that it is in use.

A minimum of one SIA registered Door Supervisor per 100 customers, or part thereof, shall be on duty whilst the premises are in use under the Licence.

A digital CCTV system will be installed and maintained on the premises.

The CCTV system will be recording at all times when the premises are open and the recordings shall be made available to the Police and the Local Authority.

PUBLIC SAFETY

Bottle bins shall be provided at the exit doors and staff shall show due diligence in preventing bottles and glasses being taken from the premises.

Appropriate fire safety procedures are in place including fire exit signs, numerous smoke detectors and emergency lighting (see enclosed plan for details of locations). All appliances are inspected annually.

All emergency exits shall be kept free from obstruction at all times.

A risk assessment is to be carried out in relation to capacity of patrons to be admitted to the premises and these numbers to be agreed with the London Fire and Emergency Planning Authority.

There will be substantial refreshment at all times.

The fire alarm changeover switch shall be in the "Fire Alarm and Buzzers" positions during the whole time that the premises are in use under the Licence.

The fire alarm installation shall be under the supervision of a competent person who shall arrange for regular maintenance and testing to be carried out. The results of the tests shall be recorded in a logbook which shall be readily available for inspections by the Local Authority or the London Fire and Emergency Planning Authority.

The system of wiring used for electrical installation is not of the type required. However, the Local Authority will not require its removal so long as it is maintained in a satisfactory condition. Any alterations or additions to the installation (including those which may be found necessary as a result of an electrical inspection) shall be carried out using a system of wiring approved by the Local Authority (eg cables enclosed in screwed metal conduit or metal trunking, or mineral insulated metal sheathed cables).





Annex 2 – Conditions consistent with the Operating Schedule

THE PREVENTION OF PUBLIC NUISANCE

All customers will be asked to leave quietly.

Clear and legible notices will be prominently displayed to remind customers to leave quietly.

There shall not be any opening windows in any area of the premises in which amplified music / voices are to be played.

All doors and windows will remain closed during the licensed activities. Where a door is used for patrons to enter or leave the premises, the door will be fitted with a self-closing device and staff told to ensure that it is not propped open.

The level of all entertainment that can be controlled by means of a limiting device shall be controlled by that device and the licensee having obtained a report from an acoustic consultant, and any recommendations shall be agreed with the Local Authority showing that these recommendations have been complied with.

Anti-drugs and no smoking signs will be displayed in the Premises.

Signs will be displayed at the exit reminding customers to leave quietly and respect the neighbours.

THE PROTECTION OF CHILDREN

The licensee and staff will ask persons who appear to be under the age of 18 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer.

A register of refused sales shall be kept and maintained on the premises, in accordance with paragraphs 6(8) and 18(5) of Schedule 8 of the Licensing Act 2003, the licence holder shall have regard to the statutory provisions contained within the Children and Young Persons Act 1933 (as amended).

No adult entertainment including any of a nude physical nature is to be permitted on the premises regardless of who pays for it.

Children under 16 must be accompanied by an adult at all times.





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

RESOLVED

- Having considered all of the representations submitted at the hearing, and in written representations in relation to noise, nuisance and disorder, the Committee decided to grant the application with the following amended hours together with additional conditions:
- To accept the amendments to Live Music between 11:00 and 00:00 every night except for Sunday when it will cease at 22:30. These hours apply except for Christmas Eve, Boxing Day, and New Years Eve where these days fall upon a Friday or Saturday.
- Film to be permitted between 11:00 and 22:00 on Monday to Sunday
- Late Night Refreshment to be permitted between 11:00 and 00:00 on Monday to Sunday
- Recorded music, facilities for dancing, provision of entertainment facilities for making music and dancing, and the sale of alcohol are to be permitted between the following hours:

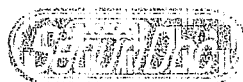
Monday to Thursday	11:00 to 00:00
Friday and Saturday	11:00 to 02:00
Sundays	11:00 to 22:30

- All doors and windows will remain closed during the licensed activities. Where a door is used for patrons to enter or leave the premises, the door will be fitted with a self-closing device and staff told to ensure that it is not propped open.
- The level of all entertainment that can be controlled by means of a limiting device shall be controlled by that device, and licensee having obtained a report from an acoustic consultant, and any recommendations, including the level of the limiting device, to be agreed by the Local Authority and the Local Authority to confirm in writing that this has been obtained and complied with.
- Where people enter and leave the premises, there will be two licensed door supervisors to supervise and ensure that they leave in a courteous manner, and to use a counting device to monitor capacity at the premises, between 22:00 and the closing of the premises.
- The licensee shall obtain an expert's report in relation to the sound proofing of the premises, having regard to all the licensable activities, and any recommendations shall be agreed with the Local Authority and the applicant shall obtain a written confirmation from the Local Authority showing that these recommendations had been complied with.
- All staff to be trained that alcohol will only be sold to persons who can produce photographic identification where there is any doubt that they are under the age of 18. Alcohol may only be sold to individuals over the age of 18 with valid proof of identification with one of the following:
 - A valid passport
 - A photo driving license issued in a European Union country
 - A proof of age standard card system
 - A citizen card, supported by the Home Office
- No adult entertainment including any of a nude physical nature is to be permitted on the premises regardless of who pays for it.
- Children under the age of 16 attending family functions must be accompanied by an adult at all times.
- No new entrants to the premises shall be permitted after 00:00 every night of the week.



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

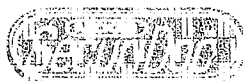
- A risk assessment is to be carried out in relation to capacity of patrons to be admitted to the premises and these numbers to be agreed with the London Fire and Emergency Planning Authority, the Metropolitan Police Service, and the Local Authority.
- There will be substantial refreshment at all times
- A digital CCTV system will be installed and maintained on the premises
- The CCTV system will be recording at all times when the premises are open and the recordings shall be made available to the police and Local Authority upon request.
- Anti-drugs and no smoking signs will be displayed in the premises.
- The fire alarm changeover switch shall be in the “Fire Alarm and Buzzers” positions during the whole time that the premises are in use under the Licence.
- The fire alarm installation shall be under the supervision of a competent person who shall arrange for regular maintenance and testing to be carried out. The results of the tests shall be recorded in a logbook which shall be readily available for inspections by the Local Authority or the London Fire and Emergency Planning Authority.
- The system of wiring used for electrical installation is not of the type required. However, the Local Authority will not require its removal so long as it is maintained in a satisfactory condition. Any alterations or additions to the installation (including those which may be found necessary as a result of an electrical inspection) shall be carried out using a system of wiring approved by the Local Authority (eg cables enclosed in screwed metal conduit or metal trunking, or mineral insulated metal sheathed cables).
- Signs will be displayed at the exit reminding customers to leave quietly and respect the neighbours.





HARINGEY COUNCIL

Annex 4 – Plan of the Premises





HARINGEY COUNCIL

Licensing Act 2003
Section 24

PREMISES LICENCE SUMMARY

Receipt: F00103090582

Premises Licence Number: LN00006460

This Premises Licence has been issued by:

**The Licensing Authority, London Borough of Haringey,
Urban Environment, Technopark, Ashley Road
Tottenham, London, N17 9LN**

Signature:.....

Date: 17th October 2007

Part 1 – PREMISES DETAILS

Postal Address of Premises or, if none, Ordnance Survey map reference or description:

**MUSIC PALACE
159A TOTTENHAM LANE
HORNSEY
LONDON
N8 9BT**

Telephone : 0208 347 5444

Where the Licence is time limited, the dates:

N/A

Licensable activities authorised by the Licence:

Regulated entertainment: films, live music, recorded music, performances of dance, making music, dancing, provision of entertainment facilities

Supply of Alcohol

Provision of Late Night Refreshment

The times the Licence authorises the carrying out of licensable activities:

Live Music

Monday to Saturday 1100 to 0000

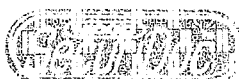
Sunday 1100 to 2230

Films

Monday to Sunday 1100 to 2200

Provision of Late Night Refreshment

Monday to Saturday 2300 to 0000





Recorded Music, Facilities for Dancing and Making Music, Entertainment Facilities

Monday to Thursday 1100 to 0000
Friday and Saturday 1100 to 0200
Sunday 1100 to 2230

Supply of Alcohol

Monday to Thursday 1100 to 0000
Friday and Saturday 1100 to 0200
Sunday 1100 to 2230

The opening hours of the premises:

Monday to Thursday 1100 to 0000
Friday and Saturday 1100 to 0200
Sunday 1100 to 2230

NO NEW ENTRY TO THE PREMISES AFTER MIDNIGHT.

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

Supply of alcohol for consumption **ON** the premises

Name, (registered) address of holder of Premises Licence:

Serdal Ziya
230 Silver Street
Edmonton, London
N18 1PJ

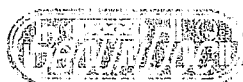
Registered number of holder, for example company number, charity number (where applicable):

Name of designated premises supervisor where the Premises Licence authorises the supply of alcohol:

Serdal Ziya

State whether access to the premises by children is restricted or prohibited:

Children under the age of 16 must be accompanied by an adult



APP 3

OPERATIONAL GUIDANCE THAT WILL FORM PART OF
THE CONDITIONS

OPERATIONAL GUIDELINES

'MUSIC PALACE'

GENTLEMEN'S TABLE SIDE DANCING CLUB

INDEX

- 1. INTRODUCTION**
- 2. MANAGEMENT DUTIES AND RESPONSIBILITIES**
- 3. RECRUITMENT AND PERSONNEL INFORMATION**
 - INTERVIEW AND SELECTION
 - REFERENCE REQUEST
 - DANCER DISCLAIMER
 - DANCER COMPLIANCE FORM
 - DANCER DISCIPLINARY ACTION
 - UNIT INDUCTION
 - SIGNING IN / OUT PROCEDURE
 - RECORD KEEPING
 - DISCIPLINARY PROCEDURE
- 4. ADMISSION CONTROL**
- 5. CUSTOMER SERVICE AND CODE OF CONDUCT**
- 6. DANCERS GOOD PRACTICE GUIDE**
 - CODE OF CONDUCT FOR DANCERS
- 7. DRUGS POLICY**
- 8. MARKETING POLICY**
- 9. OPERATING POLICY**
- 10. APPENDIX**
 - A. DANCER DISCLAIMER FORM
 - B. DANCER DISCLAIMER DISCLOSURE FORM
 - C. DANCER COMPLIANCE FORM
 - D. DANCER DISCIPLINARY RECORD SHEET
 - E. CODE OF CONDUCT FOR CUSTOMERS
 - F. CODE OF CONDUCT FOR DANCERS
 - G. PRE-OPENING / CLOSING CHECKLIST
 - H. DOOR SUPERVISOR / SECURITY STAFF SIGNING IN BOOK
 - I. CCTV DAILY LOG

1. INTRODUCTION

The aim is to provide a table side dancing facility at the premises currently known as The Music Palace, occupying the ground floor at 159A Tottenham Lane, Hornsey, London N8 9BT.

The premises are currently licensed as a nightclub, with the operators seeking to extend the hours throughout the week from 11am to 2am the following day Monday to Sunday. The purpose of the documentation contained herein is to demonstrate the high operating standards with which the club, in particular dealing with those issues set out in existing legislation, in particular the Licensing Act 2003, and the four licensing objectives therein.

The club intends to target the business community both local and in North London in general. A high standard of personal appearance will be expected from clients who attend the premises and who in turn will receive excellent customer service.

The location is situated on a main business road, with business properties surrounding and very few residents in the immediate vicinity. It is not intended that the premise will advertise extensively on the exterior and in addition it is not considered to be part of the business plan to market extensively in local press or in the local area. The intention is to operate the premise in a discreet fashion in order to ensure that residents in the immediate environment are not directly affected by the operation of the club.

These guidelines are designed to ensure that the venue operates in a safe, organised and professional manner.

Compliance with these guidelines, which will be reviewed regularly, will contribute to the environment in which we operate being both safe and lawful for customers and employees alike.

2. MANAGEMENT DUTIES AND RESPONSIBILITIES

During trading hours at least one member of the management known as the Duty Manager will be in the trading area at all times.

A Duty Manager will hold a Personal Licence and as such will have a good knowledge of the licensing laws and issues surrounding the Licensing Act 2003 and will be deemed competent by the owners and operators of the premise to hold the position as Designated Premises Supervisor if required to do so by the operators of the premise, should the current DPS leave the position.

It is the responsibility of the Duty Manager to implement the policies and guidelines of the owners and operators of the premise set out in this document and to ensure all legal requirements are met.

The Duty Manager will make the final decision on entry into, or, exclusion from the premise.

All security staff will be trained and licensed under the SIA accreditation scheme. At the commencement of their shift, all security staff are to sign in the door supervisor signing in book and their badge numbers are to be logged. At the end of their shift they are to sign out. It is the responsibility of the Duty Manager to ensure that all security staff are registered and their registration badges are displayed at all times.

Levels of security staff required at the premise will be dependent upon trading levels however there will be a minimum of one SIA registered member of security on duty at the entrance and, two inside the premise at any time that it is trading.

The Fire Book is to be checked by the Duty Manager prior to opening the premise to ensure that all checks are up to date. The 'Pre-opening Checklist' must be completed prior to opening. At the close of business, the 'Closing Checklist' must be completed. These documents are attached as appendix G.

Upon commencement of their shift, all dancers are to log into the operating system employed by the management for verification and control of dancers. This system identifies each dancer by name and a photographic image. The Duty Manager must ensure that only dancers logged into the system are working.

If there is a breach of club rules or these guidelines, the person responsible shall be immediately suspended and escorted from the premises by the Duty Manager and a member of security staff. If that person is a member of staff, then there will be an investigative interview held at a date to be determined by the Duty Manager in order to investigate the reasons for the breach.

It is the responsibility of the Duty Manager to ensure that all CCTV equipment is fully operational during every session and to report and defects to the owners and operators. A log to confirm that the CCTV is operational is to be kept and all recordings will be retained for a period of 30 days for inspection by an Officer of the Metropolitan Police or any Licensing Officer as required to fulfil their duties.

The Duty Manager will have a radio link to security staff at all times.

The owners and operators of the premise will actively support any town centre radio link schemes and will ensure that if such scheme is available, it is joined and a radio is kept with either the Duty Manager or head of security during such times that the premise is open to the public.

It is the responsibility of the Duty Manager to ensure that all incidents are recorded in the incident book.

When in the public part of the club, all dancers must be visible to a member of management or security at all times. This means that the layout of the premise will not permit dancers to take customers to any area that is not visible to either the Duty Manager or security.

Dancers and security staff will be randomly searched for illegal substances and/or weapons (dancers only by security staff or management of the same sex).

No alcohol is to be consumed by the Duty Manager prior to the commencement of or during shifts, under any circumstances.

Smoking will only be permitted by staff members in an area designated for that purpose.

Failure to comply with any of the above, may result in disciplinary action and ultimately dismissal.

3. RECRUITMENT AND PERSONNEL INFORMATION

INTERVIEW AND SELECTION

As part of the recruitment process all candidates will attend an interview. As part of this process all applicants will be expected to prove that they are legally allowed to work, are over 18 years of age and have no criminal convictions relation to sex or drugs. Failure to provide such evidence may result in an offer of employment or a contract of service being withdrawn. These conditions are not exhaustive.

REFERENCE REQUEST

No prospective employee or self employed persona shall commence work until references have been applied for and satisfactory replies received.

DANCER DISCLAIMER (Appendix A)

All dancers will be required to sign a "Dancer Disclaimer Form" prior to commencing work. This requests any information relating to convictions for sex or drug offences and will form part of their induction pack retained in their personnel file. Prior to commencement of every shift, dancers will be required to sign a disclosure form (Appendix B) to confirm that the details contained in their application form and "Dancer Disclaimer Form" have not changed.

DANCER COMPLIANCE FORM (Appendix C)

Dancers will be required to sign a "Dancer Compliance Form" confirming that they fully understand the "Code of Conduct for Dancers" and agree to comply with it.

DANCER DISCIPLINARY ACTION

A dancer will be disciplined for infringement / breach of any of the rules contained in the "Code of Conduct for Dancers" (Appendix F).

The level of disciplinary action will depend upon the nature of the incident and/or severity of the incident. Repeated infringement / breach will also be a consideration.

Recourse for discipline will be in line with employment law; however, the dancer may be required to pay contract damages that may range from £25 to the full house fee. The management reserves the right to suspend any dancer at any time pending investigative interview.

Any disciplinary action will be recorded on the dancer disciplinary record sheet (Appendix D)

The General Manager's decision is final.

UNIT INDUCTION

Prior to commencing work all workers will take part in the unit induction process. This will consist of:

- Unit familiarisation
- Introduction to and explanation of all Code of Conduct
- Licensing and Legal responsibilities
- Health and Safety in the workplace
- Drugs Policy procedures

SIGNING IN / OUT PROCEDURE

At the commencement of each shift, employees will sign in on a daily time record sheet. In the case of dancers they will also be required to log onto the computer management system, which will allow the Duty Manager to confirm the individuals ID by photographic image.

4. ADMISSION CONTROL

Notices explaining conditions of entry will be posted at the entrance.

No person under 18 years of age will be admitted at any time.

No person may be refused admission on grounds of disability, colour, race or ethnic origin.

Persons will be refused if:

- They are under the influence of alcohol (or appear to be)
- They are under the influence of drugs (or appear to be)
- They do not comply with dress requirements
- They are unable to pay the admission charge
- They are, or associate with, a known trouble maker or person deemed by the management to be unsuitable
- Are under the minimum entry age.

Admission must always be refused politely.

Any incident relating to refusal of admission should be entered into the unit incident book.

On entry to the premises the customer will receive the leaflet explaining the rules of the club concerning their conduct on the premises.

DRESS CODE

There will be a strict dress code operated at all times as follows:

- Smart Dress. Smart jeans are acceptable, although not encouraged. Sportswear of any kind (including training shoes) will not be allowed. Headwear and outdoor coats and jackets should be deposited in the cloakroom at reception.

5. CUSTOMER SERVICE AND CODE OF CONDUCT

On entering the venue, the customer will be greeted on reception where they will be required to pay an admission fee. They will be given a copy of the "Code of Conduct for Customers" (Appendix E) and asked if they would like to purchase any dance tokens. The tokens have a value of (£tbc) each and will be the only way of paying for dances.

As they enter the main area they will be welcomed by a host / hostess who will ask then if they would prefer a table or would like to use one of the bars.

If the customer requests a table, they will be seated and introduced to their waiter / waitress, who will take their drinks / food order.

If they go to the bar area they will be free to order their own drinks / food and mingle with other customers and dancers who are not dancing. They may at this point ask a dancer for a dance. They will then be taken to a table in a suitable area for the dance to take place.

CODE OF CONDUCT FOR CUSTOMERS (Appendix E)

1. You must be seated before a dancer can commence a dance and must remain seated throughout the dance.
2. You must not touch any dancer at any time during the dance, except when placing the dance token into the dancer's hand or garter.
3. You must remain fully clothed during the dance.
4. You must not dance at any time with the dancers.
5. You must not proposition any of the dancers for inappropriate or illegal conduct or to meet the dancers off the premises.
6. You must be over 18 years of age. Where there is any doubt the only proof of age accepted is either a valid driving licence (with photo) or a passport.
7. The club will not accept drunken or unruly behaviour at any time. Any person who is deemed to be intoxicated or unruly will be asked to leave the premises. Failure to comply with a reasonable request or contribution with such behaviour will result in your exclusion from the premises.

Please note that CCTV is used extensively within these premises in order to provide a safe environment for customers to enjoy their visit to the club.

6. DANCERS GOOD PRACTICE GUIDE

The dancers good practice guide is designed to ensure that the venue is operated in a respectable and professional manner at all times. The consequences of breaches of this guide, its restrictions and its code of conduct, can have severe consequences both morally and legally. Any breach will have a detrimental effect on the good standing of the premises and may represent a breach in law or / and Local Authority requirements. As such, any such breach will be treated as gross misconduct.

CODE OF CONDUCT FOR DANCERS (Appendix F)

1. When arriving at, and going from work, you attire should be respectful to the area in which we operate. You must be smart and look respectable to the general public from outside the venue at all times. You should arrive quietly and leave quietly so as not to bring yourselves or the venue into disrepute.
2. Dancers are to arrive ½ hour prior to commencement of their shift.
3. Dancers should sign in the staff signing book, sign the "Dancers Disclaimer Disclosure Form" and log onto the computer management system before the commencement of their shift.
4. When entering the floor area you should be appropriately dressed. Shoes must be worn at all times except when in the dancer's dressing room.
5. Hair, any make-up and any jewellery should be of good quality and reflect the standing of the establishment. It is imperative that this is maintained throughout your shift.
6. You may not give your telephone number, address or any contact information to any customer. Nor should you accept any telephone number, address or any contact information from any customer, or make any arrangement to meet a customer off the premises.
7. Dancers shall not be intoxicated at any time on the premises. Intoxicated individuals will be sent home and repeat incidents will be grounds for dismissal.
8. Chewing gum is not permitted at any time. Smoking is permitted only in designated areas during breaks. Eating is only allowed during breaks and in designated areas.
9. TABLE SIDE DANCE PERFORMANCES.
Topless tableside dancers may be performed for a charge of (£tbc) per dance (approximately 3 minutes duration). These may be performed in the main floor area or designated booths. (should have been removed)
Nude tableside dances may be performed for a charge of (£tbc) per dance (approximately 3 minutes duration). These may be performed in designated areas only. (to be defined)
10. Dancers will not perform in such a way as to purposely show the customers their genitalia.
11. Dancers should re-clothe immediately after each dance / performance. Dancers / entertainers who are not performing / dancing shall not appear in any public area wearing less than a g-string for males, and g-string / bikini bottom and top for females.
12. If a customer attempts to touch you or speak to you inappropriately during a stage or tableside performance, immediately cease the performance, and remind them of the rules of the club that were issued to them on entry. If the customer again breaches the club rules they will be spoken to by club security that may require them to leave the premises.
13. PROSTITUTION
Selling any form of sexual favours is prohibited. This will be deemed as gross misconduct and may lead to dismissal.
14. SOLICITATION
Accepting a customer offer of payment in return for sexual favours, whether or not you actually have any intention to commit the act, will be deemed as gross misconduct and may lead to dismissal.

15. DRUGS

The club's policy in relation to drugs is clearly outlines in the Company Drugs Policy.

16. Spouses or partners are not permitted in the club during any shift in which you are working. Furthermore, if you see a customer enter the club whom you know outside the working environment, you must inform the Duty Manager immediately.
17. Dancers will either leave at the end of their shift in a nominated taxi or a member of security will escort them to their car and off the premises.
18. A dancer may not leave the premises during a shift, except in an emergency and only with express permission of the Duty Manager. In all cases the dancer must sign out and log off the computer management system.
19. A dancer that has left early will not be re-admitted to the shift that they left or the proceeding shift unless this is at the request of the Duty Manager.
20. All dancers will be required to sign a "Dancer Disclaimer Form" prior to commencing work. This requests any information relating to convictions for sex or drugs offences. Prior to commencement of every shift, dancers will be required to sign a Dancer Disclaimer Form to confirm that the details contained in their application form and "Dancer Disclaimer Form" have not changed.
21. All dancers will be required to sign a "Dancer Compliance Form" confirming that they fully understand the "Code of Conduct for Dancers" and agree to comply with it.
22. The company employs extensive use of recorded CCTV. Regular compliance checks of performances will be made. Mystery shoppers will also be employed to pose as customers. The results of these checks will be forwarded to a Director of the company and may be used in any disciplinary action against you. Dancers must acknowledge and agree to the use of CCTV as part of their terms of employment.

The company maintain a zero tolerance policy regarding any breaches of the above rules.

7. DRUGS POLICY

PHILOSOPHY

The company has a zero tolerance to drug misuse and its associated culture. We make no concession that will encourage staff or customers who want to use our premises for such purposes. Whilst we offer case and assistance to any member of staff or customer in difficulty, it is the policy of the company that anyone found in possession, trying to sell or buying any illegal substance would be reported to and arrested by the police. Furthermore, the company will work with the Metropolitan Police and adopt its guidelines relating to drug misuse as its own.

THE COMPANY POLICY AS IT APPLIES TO STAFF MEMBERS

1. The company will not employ anyone who is known as an illegal drug user.
2. The possession or distribution of drugs for non-medical reasons when on company business either on or off the premises is strictly forbidden.
3. If you are prescribed drugs that may affect your performance at work you must inform your Duty Manager at the earliest opportunity.
4. The company reserves the right to search any employee or employee's property brought onto company property by the employee if there are reasonable grounds to suspect that the employee is in breach of the company's drugs policy. Refusing to comply will normally be treated as gross misconduct and may result in disciplinary action being taken.
5. Any employee arrested for a drug-related offence, even out of work, will be considered to be in breach of the company's drug policy. The company will take disciplinary action under such circumstances.
6. Any employee who suspects another of drug abuse should report this to the Duty Manager.
7. If the company suspects an employee of misuse of drugs, the company reserve the right, at its expense, to request the employee to undergo a medical examination to confirm / refute this. Refusing to comply will normally be treated as gross misconduct and may result in disciplinary action being taken.
8. As part of its staff development the company will endeavour to educate and inform employees about the consequences of drug abuse.

This policy will be reviewed annually.

8. MARKETING POLICY

AIM

The aims of all marketing activity will be as follows:

- To create an image of excellence and exclusivity
- To make people aware of the venue and the standards expected in relation to customer profile
- Always to portray a positive image and not to degrade the venue, its customers or its staff in any way
- To respect the privacy of clients at all times

TARGET MARKET

The venue will be targeted mainly to the business sector in the following ways:

- By pre-arranged visits to businesses to discuss opportunities with senior management.
- By building relationships with hotels that target a business client base.
- By advertising in local and national media publications that target a transitional business market.

It is anticipated that the local market will provide a cross section of potential clients with differing reasons for visiting the venue. No local marketing will take place that will portray the venue as anything but a reputable venue providing alternative entertainment in a "high class" environment.

9. OPERATING POLICY

DAY	OPERATING TIMES	ADMISSION CHARGE	DANCE PRICE
Monday - am	midday – 6pm	£[]	£[] / £[] VIP
Monday - pm	6pm – 2am	£[]	£[] / £[] VIP
Tuesday – am	midday – 6pm	£[]	£[] / £[] VIP
Tuesday - pm	6pm – 2am	£[]	£[] / £[] VIP
Wednesday - am	midday – 6pm	£[]	£[] / £[] VIP
Wednesday - pm	6pm – 2am	£[]	£[] / £[] VIP
Thursday – am	midday – 6pm	£[]	£[] / £[] VIP
Thursday - pm	6pm – 2am	£[]	£[] / £[] VIP
Friday – am	midday – 6pm	£[]	£[] / £[] VIP
Friday - pm	6pm – 2am	£[]	£[] / £[] VIP
Saturday - pm	7pm – 2am	£[]	£[] / £[] VIP
Sunday	6pm-11pm	£[]	£[] / £[] VIP

PAYMENT POLICY

All payment for admission and dances are to be made at reception. Customers will purchase dance tokens at reception with which to pay for their dances.

Payment for food or drink will be made in the usual way at the bars or through a waiter / waitress.

MUSIC

Music will be provided via a mixture of CD, DJ and Presenters.

Music type will vary through the day, however, in the main this will be as follows:

- AM session Classic chart and dance anthems
- PM session Dance anthems and up to date chart

GENDER GUIDELINES

From time to time, the club may operate Ladies Nights. On such nights, only male dancers will perform. The club will not operate mixed sessions where both male and female dancers appear.

APPENDIX

- A. DANCER DISCLAIMER FORM**
- B. DANCER DISCLAIMER DISCLOSURE FORM**
- C. DANCER COMPLIANCE FORM**
- D. DANCER DISCIPLINARY RECORD SHEET**
- E. CODE OF CONDUCT FOR CUSTOMERS**
- F. CODE OF CONDUCT FOR DANCERS**
- G. PRE-OPENING / CLOSING CHECKLIST**
- H. DOOR SUPERVISOR / SECURITY STAFF SIGNING IN BOOK**
- I. CCTV DAILY LOG**

A. DANCER DISCLAIMER FORM

I _____ certify that I have no criminal convictions or pending prosecutions for sex or drug related offences.

Furthermore, I hereby authorise [Name of Co.] to carry out an external background check on me should they require so to do. I also agree to my image being recorded on CCTV for reasons of compliance and security in line with the Data Protection Act.

The following details are required in order to carry our checks to establish suitability for the role you have applied for. Failure to provide the correct information may result in any offer of employment or services being withdrawn.

Birth details (as supplied on your birth certificate)

First name _____

Surname _____

Other name _____

Place of birth _____

Current name if different from above (as on current passport or driving licence)

First name _____

Surname _____

Other name _____

Stage name _____

Signed _____

Dated _____

E. CODE OF CONDUCT FOR CUSTOMERS

1. You must be seated before a dancer can commence a dance and must remain seated throughout the dance.
2. You must not touch any dancer at any time during the dance except when placing the dance token into the dancer's hand or garter.
3. You must remain fully clothed during the dance.
4. You must not dance at any time with the dancers.
5. You must not proposition any of the dancers for inappropriate or illegal conduct, or to meet the dancers off the premises.
6. You must be over 18 years of age. Where there is any doubt the only proof of age accepted is either a valid driving licence (with photo) or a passport.
7. The club will not accept drunken or unruly behaviour at any time. Any person who is deemed to be intoxicated or unruly will be asked to leave the premises. Failure to comply with a reasonable request or contribution with such behaviour will result in your exclusion from the premises.

Please note that CCTV is used extensively within these premises in order to provide a safe environment for customers to enjoy their visit to the club.

F. CODE OF CONDUCT FOR DANCERS

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The company maintain a zero tolerance police regarding any breaches of the above rules.

I confirm that I fully understand the above conditions relating to the "Code of Conduct for Dancers" and agree to abide by them.

First name _____

Surname _____

Other name _____

Stage name _____

Signed _____

Dated _____

H. DOOR SUPERVISOR / SECURITY STAFF SIGNING IN BOOK

The Music Palace employs the services of:

[Name and address of Security Company] for all matters relating to security.

Documentation relating to signing in books and incident logs will be adopted and used at this unit.

