

## Application for a premises licence to be granted 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 Yolo Leisure Limited

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

#### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Name TBC (Formerly Suburbia) 111A Deansgate			
<b>Post town</b>	Manchester	<b>Postcode</b>	M3 2BQ
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£29,500	

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
- i as a limited company/limited liability partnership  please complete section (B)
- ii as a partnership (other than limited liability)  please complete section (B)
- iii as an unincorporated association or  please complete section (B)
- iv other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)

- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or  X

I am making the application pursuant to a statutory function or

a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

**Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.**

Name Yolo Leisure Limited
Address 10 Park Place, Manchester, United Kingdom, M4 4EY
Registered number (where applicable) 08214758
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company

Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

Nightclub

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- 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 late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

X

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Thur					
Fri			<b><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></b> (please read guidance note 6)		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)		
Thur					
Fri			<b>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</b> (please read guidance note 6)		
Sat					
Sun					

# C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Wed			
Thur			<b><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></b> (please read guidance note 6)
Fri			
Sat			
Sun			



# D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><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></b> (please read guidance note 6)		
Sat					
Sun					

# E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>																							
				Outdoors	<input type="checkbox"/>																							
<table border="1"> <thead> <tr> <th>Day</th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td>Mon</td> <td></td> <td></td> </tr> <tr> <td>Tue</td> <td></td> <td></td> </tr> <tr> <td>Wed</td> <td></td> <td></td> </tr> <tr> <td>Thur</td> <td></td> <td></td> </tr> <tr> <td>Fri</td> <td></td> <td></td> </tr> <tr> <td>Sat</td> <td></td> <td></td> </tr> <tr> <td>Sun</td> <td></td> <td></td> </tr> </tbody> </table>				Day	Start	Finish	Mon			Tue			Wed			Thur			Fri			Sat			Sun			Both
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			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)																									
			<b><u>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</u></b> (please read guidance note 6)																									

# F

Recorded music Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	11:00	05:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue	11:00	05:00			
Wed	11:00	05:00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Thur	11:00	05:00			
Fri	11:00	06:00	<b><u>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</u></b> (please read guidance note 6) From the start time on New Year's Eve to the terminal hour for New Year's Day		
Sat	11:00	06:00			
Sun	11:00	05:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Fri			<b><u>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</u></b> (please read guidance note 6)		
Sat			<b><u>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</u></b> (please read guidance note 6)		
Sun			<b><u>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</u></b> (please read guidance note 6)		

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri					
Sat			<b><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></b> (please read guidance note 6)		
Sun					

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><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></b> (please read guidance note 6)		
Sat					
Sun					

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	11:00	04:00			
Tue	11:00	04:00			
Wed	11:00	04:00			
Thur	11:00	04:00			
Fri	11:00	05:30			
Sat	11:00	05:30			
Sun	11:00	04:00			

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

<b>Name</b> [REDACTED]	
<b>Date of birth</b> [REDACTED]	
<b>Address</b> [REDACTED] [REDACTED] [REDACTED]	
<b>Postcode</b>	[REDACTED]
<b>Personal licence number (if known)</b> [REDACTED]	
<b>Issuing licensing authority (if known)</b> [REDACTED]	

## K

**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 9).

None.

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	11:00	05:00	
Tue	11:00	05:00	
Wed	11:00	05:00	
Thur	11:00	05:00	
Fri	11:00	06:00	
Sat	11:00	06:00	
Sun	11:00	05:00	

**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 6)

From the start time on New Year's Eve to the terminal hour for New Year's Day



## M

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

Please see the attached Annex A.

**b) The prevention of crime and disorder**

Please see the attached Annex A.

**c) Public safety**

Please see the attached Annex A.

**d) The prevention of public nuisance**

Please see the attached Annex A.

**e) The protection of children from harm**

Please see the attached Annex A.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. X
- I have enclosed the plan of the premises. X
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ONLINE APPLICATION – LA TO SERVE
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X
- I understand that I must now advertise my application. X
- I understand that if I do not comply with the above requirements my application will be rejected. X
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).



**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)






**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"><li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li><li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or</li></ul>
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	her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	6 June 2019
Capacity	

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
			

## ANNEX A

### NAME TBC (FORMERLY SUBURBIA) – 111A DEANSGATE, MANCHESTER M3 2BQ

1. A CCTV shall be installed at the premises and shall include the premises entrance.
2. A digital hard drive CCTV system shall be in operation.
3. All CCTV recorded images will have sufficient clarity/quality/definition to enable facial recognition.
4. CCTV will be kept in an unedited format for a period of 31 days and DVD's subsequently produced will be in a format so it can be played back on a standard personal computer or standard DVD player.
5. Any person left in charge of the premises must be trained in the use of such CCTV equipment and able to produce/download/ burn CCTV images upon request by a person from a responsible authority.
6. CCTV will be maintained on a regular basis and kept in good working order.
7. A large screen shall be in the entrance showing the head and shoulder shots being recorded by the CCTV.
8. A 'last new entry' time of 03:30 shall apply.
9. Any 'externally' promoted event shall be preceded by submission of a risk assessment to GMP a minimum of 28 days prior to the proposed event date.
10. A minimum of 2 Door supervisors will be employed at the premises when trading with additional door supervisors to ensure a minimum ratio of 1:100 at all times.
11. Door staff on the door shall wear arm bands and door staff working inside the club shall wear hi-visibility jackets or vests and will remain on duty until the premises are closed and until 30 minutes thereafter.
12. A written record shall be kept on the premises by the Designated Premises Supervisor of every person employed on the premises as security personnel in a register kept for that purpose. That record shall contain the following details:-
  - i. the door supervisor's name, date of birth and home address;
  - ii. his/her Security Industry Authority licence number;
  - iii. the time and date he/she starts and finishes duty;
  - iv. the time of any breaks taken on duty;
  - v. each entry shall be signed by the door supervisor.
13. That register shall be available for inspection on demand by an Authorised Officer of the Council, the Security Industry Authority or a Police Constable.
14. No glassware in the form of open bottles or other open glassware may be taken into or removed from the premises by customers.
15. A full fire risk assessment will be carried out in respect of the premises.
16. Persons shall not be allowed to leave or enter the premises with open bottles or glasses containing alcohol.
17. Only those Taxi firms using ring back schemes to be promoted within the premises.
18. To use best endeavours not to allow to enter or remain in the premises any person who is notified (in writing) to the DPS by Greater Manchester Police as being a person of bad character by way of convictions at court.
19. A method of communicating between the Council's Central Watch (nitenet radio) and other licensed premises by way of a radio link shall be used when the premises are trading.

20. The number of persons using the designated smoking area shall be limited to 20 at any one time.
21. The designated smoking area to be cleared by 0330.
22. Any amplified music to be filtered via a noise limiting device set in conjunction with EHO.
23. Noise from regulated entertainment will not constitute a nuisance at nearest noise sensitive properties.
24. A written policy Queuing, Smoking and Dispersal Policy will be agreed with GMP/EHO. Any revisions to the policy will be discussed and agreed with GMP/EHO prior to being implemented.
25. The area immediately outside the premises will be kept clean and tidy and staff will be required to remove all premises associated litter on a regular basis and after close of business.
26. Deliveries, servicing and collections, including waste collections (under the control of the Licence Holder) shall not take place outside 0730 to 2000 Monday to Saturday and 1000 to 2000 on Sundays/Bank Holidays - this includes the emptying of glass waste in external areas.
27. A Challenge 25 scheme will be operated at the premises - the only form of valid identification being passport, photo driving licence or PASS hologram id card - failure to provide such ID will result in no sale of alcohol to that person.
28. Staff will be trained (and undergo regular 4 monthly refresher training) in respect of the sale of alcohol/drunkenness/drugs/disorder etc such training sessions to be documented and records made available to authorised persons from Responsible Authorities.
29. Staff training that includes Challenge 25 policy shall be given to all staff prior to employment and all staff must receive refresher training every 4 months.
30. The designated smoking area will be located on Deansgate and smokers will be encouraged to smoke in the area by door supervisors.
31. The smoking area will be supervised by door supervisors and will be covered by CCTV.
32. An ID Club Scan or equivalent system is to be operational at the premises whenever it is open to the public. All patrons will be checked via this system before being allowed access to the premises. A finger/thumb print will be recorded for all customers entering. In limited circumstances where customers are unable to provide either a passport or driving licence as identification, a copy of the alternative identification and full contact address will be recorded and a photograph taken. Any such customers will provide passport or driving licence identification on either next visit to the premises. Any person refusing to comply will be refused access to the premises.
33. Unless as specified in condition 34 only plastic glasses will be used at the premises. Bottles will be decanted into plastic glasses at the bar.
34. Spirit, Champagne and all other glass bottles served to booth tables and in the VIP area will be secured to the table/ice bucket or will be monitored by a staff member specifically assigned to each table in the VIP area.
35. A dedicated waiter/waitress at a ratio of one per two booth tables will be responsible for the service of spirits and champagne to customers at booth/VIP tables. There will be one member of SIA security staff employed for every five booth/VIP tables.

8<sup>th</sup> July 2019 [DRAFT]

**NIGHTCLUB  
111A DEANSGATE, MANCHESTER M3 2BQ**

**DISPERSAL POLICY**

Aim

- To move customers away from the nightclub quickly and safely without disturbance (customers will be leaving up until 4.30am).
- It is important that customers leaving the club do not loiter in the street and disturb residents nearby when leaving the premises.
- The club intends to use the Deansgate doorway for entry and exit. This has been chosen over the Ridgefield entrance, as that entry point is concealed from view (leading to a greater risk of crime/disorder) and has residential premises nearby, above South nightclub.
- Deansgate is a busy vehicle and pedestrian thoroughfare even in the early hours of the morning and any patron noise (although kept to a minimum) will therefore be less noticeable above the background noise.
- The maximum capacity at the club will be in the region of 300 persons. It is essential to ensure that dispersal is gradual at closing time.

Action

- Notices will be displayed at the exit requesting customers to leave the area quickly and quietly.
- Details of a local taxi company will be displayed inside the club. This company will operate a "ring back" scheme.
- The club receptionist will ask customers if they need a taxi whilst they collect their belongings from the cloakroom – taxis will be booked for customers as required.
- Door supervisors within the club at closing time will ask groups if they require taxis and will arrange taxi bookings.
- A minimum of 2 door staff members will be positioned on the pavement on Deansgate and will ask departing customers to leave the area quickly and quietly.
- Customers who do not leave quietly will be barred from entering the club in future.
- Door staff will supervise the outside area of the club to prevent customers from congregating. Customers congregating will be asked to move away quickly and quietly.

## QUEUING POLICY

### Aim

- To encourage customers queuing outside the club to behave in a responsible manner.
- Ensure that pedestrians passing along Deansgate can do so without being obstructed by queuing customers.
- Ensure that patrons and pedestrians are not injured by vehicles due to a blocked pavement.

### Action

- The queue will be supervised within a roped-off area along Deansgate running to the left from the entrance doorway (past the Post Office and Under Over (coffee shop/cocktail bar next door)).
- The DPS has already spoken to the Post Office and Under Over and both are agreeable to their frontage being used for queuing (in the case of Under/Over, provided its doorway is unobstructed until midnight when it closes at weekends).
- The queue will be monitored by at least 2 door supervisors and a dedicated queue marshal on Friday and Saturday nights.
- The queuing area will leave a clear unobstructed space along Deansgate for pedestrians to pass (see photo).
- When the club capacity is reached, door supervisors outside will advise customers waiting in the queue that entry could be delayed and will ask them to try another venue.
- The door supervisors shall assess any potential disturbance caused by queuing, taking into account numbers of persons, time of day, character of persons, ambient noise levels etc.
- Persons queuing will be asked to keep noise levels to a minimum. Persons causing a disturbance will be asked to leave the queue and will be barred from entering the club.
- Queuing will not be permitted after 03.00 as a last entry time of 03.00 has been agreed.
- The queuing area will be cleared of litter at the end of every trading session.

## **SMOKING/VAPING POLICY**

### Aim

- To encourage customers smoking/vaping outside the club to behave in a responsible manner.
- Ensure a well-managed external smoking area.
- Ensure that non-smokers are affected as little as possible.
- Ensure that no litter is created by smokers.

### Objectives

- Smokers/vapers will be asked by door staff to smoke in a roped-off designated smoking area on Ridgefield by the back doorway. No entry to or exit from to the club for patrons will be permitted at this doorway (except in any emergency).
- All customers will have their hand stamped on entry for ease of identification by door supervisors.
- The smoking area will be covered by CCTV.
- A dedicated SIA door supervisor will oversee the smoking/vaping area whenever it is in use.
- The maximum number of persons permitted in the designated smoking/vaping area will be limited to 15 persons at any one time.
- No drinks will be allowed outside.
- Customers of the club who are smoking/vaping will be requested by door staff to act responsibly and to keep noise to a minimum.
- Smokers/vapers misbehaving will be told that they will be barred from the club unless their behaviour improves.
- Notices will be displayed inside the club stating that smoking is not permitted inside and that a smoking policy is in force.
- The designated smoking/vaping area will be closed and cleared away at 03.30 and persons will not be permitted to leave the club to smoke/vape after that time.
- The area will be cleared of litter at the end of every trading session.