

# STANDARD LICENCE CONDITIONS – SUN TAN CENTRES

1. The Licence Holder or Manager shall be responsible for the day-to-day running of the premises.
2. The Licence Holder or Manager shall give clear instructions to staff on their duties in the event of fire. A written statement of such duties shall be posted in conspicuous positions within the premises.
3. All gas taps in the premises shall be out of reach of members of the public and all electrical lighting switches to public areas shall be inaccessible to the public.
4. The premises shall be properly ventilated and heated to the satisfaction of the Council. Temporary or moveable forms of heating shall not be used without the Firemaster's written approval.
5. Sanitary accommodation shall be provided to the satisfaction of the Council. The premises must have at least one wash-hand basin with hot and cold running water or shower facilities for use by equipment users for personal hygiene purposes.
6. No alterations or additions to the electrical installation shall be made without the Council's written approval.
7. The licence holder shall ensure that every operator of sun tanning equipment is capable of demonstrating that they have adequate knowledge, skill, training and experience to carry out the activity. The licence holder shall retain a record of any such information and training provided which must be made available for inspection to the licensing authority or Police Scotland on request.
8. The licence holder shall ensure that staff exposure to UV radiation is minimised as much as is reasonably practical.
9. The licence holder shall ensure that all surfaces of sun tanning equipment that come into contact with equipment users are appropriately cleaned and disinfected between each use. Any appropriate cleaning agent shall be used in accordance with the manufacturer's instructions and dilution rate.
10. The licence holder shall ensure that a supply of potable drinking water and, if necessary, disposable drinking vessels must be available for equipment users without charge.
11. The licence holder shall ensure that suitable UV-protective eye equipment which meets relevant British Standards (BS EN 170 or equivalent) is provided free of charge, and that customers are instructed to use it throughout sunbed sessions. Unless single use disposable protective eye equipment is provided, all protective eye equipment must be adequately cleaned and disinfected between customers.
12. The licence holder shall ensure that any defective tanning equipment is immediately prevented from being used until it is effectively repaired.
13. Electrical systems at the premises shall comply with the current legislation and with the Institute of Electrical Engineers Wiring Regulations (BS7671(as amended)) Electrical

systems shall include both fixed installations and electrical equipment. The Council may at any time require the Licence holders, within a reasonable period of time, to effect such remedial works as may be necessary to ensure that the said installations comply with the current legislation and regulations.

14. The licence holder shall obtain and maintain appropriate electrical safety certification.
15. The licence holder shall ensure that effective measures are in place to provide immediate assistance to customers using UV Tanning Equipment in the event of an emergency.
16. The licence holder shall ensure that records are securely kept for a period of three years from the date of any incident or complaint, giving sufficient detail of any customer complaints or incidents concerning the safe operation of the premises. Such records must be made available for inspection at all times on the premises by the licensing authority or Police Scotland.
17. The Public Entertainment Licence and Conditions must be displayed in a prominent position within the premises.
18. No alterations shall be made to the structure, layout of the premises or exits without the Council's written consent.
19. The licence holder shall ensure that staff have appropriate access to a telephone or mobile phone within the premises at all times.
20. The licence holder shall ensure that all noise including any music, amplified music and/or vocals is controlled to the satisfaction of the Corporate Director of Place.

In addition to the conditions of licence set out above the Licensing Authority draws to the attention of the licence holder their responsibility to comply with the relevant sections of the Public Health etc. (Scotland) Act 2008 and (Sunbed) Regulations 2009, and with the requirements of the Health and Safety at Work Act 1974 and all relevant regulations thereunder. The licence holder is also reminded of their obligations under the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006.