



LICENSING ACT 2003
Part A - Premises Licence

Premises licence number - PR01499 (App to Vary Premise DPS)

Part 1 - Premises details

Postal address of premises, or if none, Ordnance Survey map reference or description

**Royal National College for the Blind
The Point 4 and Gardner Hall
Venns Lane
Hereford
HR1 1DT**

Telephone number: **01432 376365**

Where the licence is time limited the dates:

Not applicable

Licensable activities authorised by the licence

**PLAYS (Indoors)
FILMS (Indoors)
INDOOR SPORTING EVENTS
LIVE MUSIC (Indoors)
RECORDED MUSIC (Indoors)
PERFORMANCE OF DANCE (Indoors)
ACTIVITY LIKE MUSIC/DANCE (Indoors)
FACILITY FOR MAKING MUSIC (Indoors)
FACILITIES FOR DANCING (Indoors)
SUPPLY OF ALCOHOL (for consumption on the premises)**

The times the licence authorises the carrying out of licensable activities

**Plays; Films; Live Music; Recorded Music; Performance of Dance; Activity Like Music or Dance; Facility for Dancing; Facility for Making Music;
Monday - Sunday 09:00-24:00**

**Indoor Sporting Events
Monday - Sunday 08:30-23:30**

**Non-standard timings
None**

**Supply/Sale of Alcohol
Monday - Sunday 11:00-24:00**

**Non-standard timings
None**

The opening hours of the premises

Monday - Sunday 07:00-00:30

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

On the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Royal National College Enterprises
Royal National College For The Blind
College Road
Hereford
Herefordshire
HR1 1EB**

01432 376635

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

Registered Number: **1747998**

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

Christopher Combe
[REDACTED]

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

**Licence Number – PL [REDACTED]
Issuing Authority – Herefordshire Council**

Annex 1 - Mandatory conditions

Irresponsible Drinks Promotions

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Free Drinking Water

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Age verification

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.

Small Measures

4. The responsible person must ensure that—
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml;

- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Below Cost Price

A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

Mandatory conditions where licence authorises 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.

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Door supervision

Each individual required to carry out a security activity must be licensed by the Security Industry Authority

Mandatory condition: exhibition of films

Admission of children to the exhibition of any film must be restricted in accordance with any recommendation made by the film classification body or that body specified in the licence unless

- (a) the film classification body is not specified in the licence, or
- (b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question

admission of children must be restricted in accordance with any recommendation made by that licensing authority

In this section-

"children" means persons aged under 18; and

"film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Annex 2 - Conditions consistent with the operating Schedule

Licensing conditions

General

In order to promote licensing objectives the use of all licensed areas included in this Licence will be restricted as follows:

The point4: Licensed areas will be used by college staff and students, members of the Point4, private hirers and their guests plus members of the public.

Gardner Hall: Licensed areas will be used by college staff plus private hirers and their guests.

Prevention of Crime and Disorder

The DPS and all other staff shall ensure that no open vessels are taken off the premises by customers.

The DPS will employ SIA door staff on a risk assessed basis. The Premises Licence Holder or DPS or a person nominated by them in writing for the purpose, shall maintain a copy of the risk assessment and a register of door supervisors which shall be kept on the premises stating the names and addresses of the door supervisors, their badge numbers and shall be signed by the door supervisor as they commence and conclude duty. The risk assessment and register shall be made available on demand for inspection by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), or the Police or an authorised officer of the SIA.

Late evening/Night Security Personnel will patrol the licensed areas and are licensed viewers of the Campus CCTV system which will record any infringement of licensing objectives.

An incident log must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol
- (h) any visit by a relevant authority or emergency service

Toughened/Polycarbonate/plastic containers shall be used at all times when the premises operate for licensable activities. (Bistro, Bar and Terrace only). All drinks will be dispensed and served in toughened/polycarbonate/plastic containers (Bistro, Bar and Terrace only).

The DPS shall successfully complete the BIIAB NCPLH level 2 (or recognised equivalent)

All bar staff engaged in the sale of alcohol to be trained in Responsible alcohol retailing to the minimum standard of BIIAB level 1 or any other training recognised and agreed with trading standards. (All existing staff shall be trained within one month of the date that this condition appears on this licence. All new staff shall be trained within one month of taking up employment. All staff shall be re-trained six monthly thereafter. Training records shall be kept on the premises which shall show the name of the training course attended, the date of the training, the name of the person undertaking the training and shall be produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) on demand.

All existing staff shall be trained within one month of the date this condition appears on this licence. All new staff shall be trained within one month of taking up employment. All staff shall be re-trained six monthly thereafter. The training shall include:

- Drugs Awareness
- Conflict resolution
- Selling to under age person
- Selling to drunks

Training records shall be kept on the premises which shall show the area of training covered, the date of the training, the name of the person and shall be signed by the trainer and trainee. This shall be produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) on demand.

Public Safety

A HSE Compliant Industrial High Response First Aid Kit for 21-50 people must be located on the premises and be readily available to all staff at all times. The kit will be inspected daily and replenished daily; an endorsed log sheet will be contained in each kit. Such kit shall contain:

- 1 x Guidance Leaflet
- 60 x Wash proof Plasters
- 6 x Eye Pads with Bandage
- 8 x Triangular Bandages
- 12 x Safety Pins
- 16 x Assorted Sterile Dressings
- 20 Moist Wipes
- 3 Pairs Disposable Gloves

An accredited First aid trained person must be on duty at all times when the premises operate for licensable activities. [An accredited First Aid trained Person is defined as a person who holds a current certificate in first aid at work (FAW) issued by a training organisation approved by the Health & Safety Executive (HSE) or a current certificate in emergency first aid at work (EFAW) issued by a training organisation approved by the HSE or by a recognised awarding body of Ofqual or the Scottish Qualifications Authority or any other equivalent qualifications accepted by the Licensing Authority]

Disabled people

When disabled people are present, arrangements must exist to enable their safe evacuation in the event of an emergency. Details of the arrangements shall be recorded in writing and shall be made immediately available to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police on demand.

Disabled people on the premises must be made aware of the evacuation procedure.

All exits doors must be capable of being opened without the use of a key, card, code or similar means.

Doors must be checked at least every 24 hours to ensure that they are capable of being opened. A record of this check shall be recorded in writing and shall be made immediately available to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police on demand.

Any security fastenings fitted to any escape doors/routes must removed prior to the premises being opened to the public.

Lighting

In the absence of adequate daylight, the lighting in any area accessible to the public, members or guests shall be sufficient (107 lux or more) to enable people to move about safely.

Automatic emergency lighting, powered by an independent source, shall be provided. Any emergency lighting batteries shall be fully charged before the admission of the public, members or guests. In the event of the failure of normal lighting, arrangements shall be in place to ensure that the public, members or guests leave the premises within the period of one-third of the total predicted life of the emergency lighting battery, unless within that time normal lighting has been restored and the battery has been fully re-charged.

Prevention of Public Nuisance

Noise or vibration shall not emanate from the premises so as to cause a nuisance.

'Noise' from the premises must not be 'audible or discernable' within any occupied permanent structure where people normally reside or sleep, when assessed with windows and doors closed. 'In this conditions; 'Noise' -is defined as sound which is created by entertainment consisting of either vocal (recorded or live) or instrumental music (recorded or live) or a combination of both. Audible or discernable' -is defined as 'noise' which is distinct above the general hubbub of activity on the site which can be identified by the human ear as originating from discrete sources from the licensed premises'.

The Premises Licence Holder or DPS must immediately comply with any request to adjust noise levels/ frequency spectra made by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police.

Live or Recorded music shall be restricted to the area marked on the premises plan.

Any speaker within the premises shall be directed away from any residential property

No external area at the premises shall be used for licensable activities after 23:00 hrs

Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to the premises requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to any beer garden, patio area, smoking area or similar, requesting the public to respect the needs of local residents and to be quiet.

No waste such as bottles or refuse shall be placed outside the premises between 2200hrs and 0700hrs

Protection of Children

The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person' (as defined by Section 13 of the Licensing Act 2003) or the police. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any bar advertising the scheme operated.

No adult entertainment or services or activities must take place at the premises (Adult Entertainment includes, but is not restricted to, such entertainment or services which would generally include topless bar staff, striptease, lap-table, or pole-dancing, performances involving feigned violence or horrific incidents, feigned or actual sexual acts or fetishism, or entertainment involving strong and offensive language).

All staff employed by RNC Enterprises must be CRB checked.

Annex 3 - Conditions attached after a hearing by the licensing authority
None

Annex 4 - Plans
As attached

**LICENSING ACT 2003
Part B - Premises licence summary**

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ACTIVITY LIKE MUSIC/DANCE (Indoors)
FACILITY FOR MAKING MUSIC (Indoors)
FACILITIES FOR DANCING (Indoors)
SUPPLY OF ALCOHOL (for consumption on the premises)**

The opening hours of the premises

Monday - Sunday 07:00-00:30

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

On the premises

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

Registered Number: / **Not applicable**

Name of designated premises supervisor where the premises licence authorises the supply of alcohol

Christopher Combe

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

The premises shall operate a Challenge 25 Policy

No adult entertainment or services or activities must take place at the premises