

LICENSED RETAIL TRAINING & QUALIFICATIONS

Committee	Licensing Committee
Officer Contact	Stephanie Waterford
Papers with report	Appendix 1 - Breakdown of training and qualifications
Ward(s) affected	All

HEADLINE

The Committee have previously requested information concerning the different levels of training courses and qualifications available for the Licensed Retail and Hospitality sector.

RECOMMENDATION

That the Committee note the information

INFORMATION

There are varying standards of training in the licensed retail and hospitality sectors. The minimum legal requirement to be specified as a Designated Premises Supervisor on a Premises Licence, is the Level 2 Award for Personal Licence Holders.

Currently, there is no training requirement to be a Premises Licence Holder.

Over and above the minimum requirement for Personal Licence Holders, there are a number of other qualifications available. Appendix 1 details the Qualifications available through the British Institute of Innkeeping.

Implications on related Council policies

None at this stage

Legal implications

None at this stage

Financial Implications

None at this stage

Background Papers / Further Reading Material

None

Level 1 Award Alcohol Awareness - Learning outcomes

1. Have an awareness of the licensed retail industry
2. Understand the nature of alcohol
3. Be aware of the strengths and alcohol by volume and units
4. Understand the effects of drinking alcohol
5. Have awareness of problem alcohol consumption
6. Have an awareness of the dangers of alcohol, sexual health and drink spiking
7. Understand the dangers of drink driving
8. Understand basic licensing law
9. Have an awareness of the offences under the Licensing Act 2003
10. Understand the relationship between drugs and offensive weapons and licensed premises
11. Understand how the licensed retail industry encourages responsible drinking

Level 2 Award for Personal Licence Holders - Learning outcomes

1. Outline the role of the Licensing Authority including Hearings and Policy
2. Understand the Licensing Objectives and the importance of partnerships in promoting these objectives
3. Understand the nature and strength of alcohol and its effect on the body
4. Understand the law in relation to premises licences
5. Understand the role and responsibilities of a DPS
6. Understand the law in relation to Temporary Event Notices
7. Understand the rights and legal duties of the responsible persons in relation to the operation of licensed premises
8. Understand the law in relation to the protection of children on licensed premises
9. Understand the powers of Police and other authorities in relation to licensed premises
10. Understand prohibitions and exemptions in relation to licensable activities

Level 2 Award for Designated Premises Supervisors - Learning outcomes

1. Understand the role and responsibilities of the person appointed as designated premises supervisor
2. Understand the activities that are carried out on licensed premises
3. Understand the requirements of legislation and best practice involved with three of the licensing objectives: Prevention of crime and disorder; Prevention of public nuisance; Public safety
4. Understand the requirements of legislation and best practice involved with the fourth licensing objective: Protection of children from harm
5. Understand the requirements of other relevant legislation and best practice

6. Understand how to conduct a risk assessment and how it is used to underpin the operating schedule
7. Understand how the operating schedule provides the designated premises supervisor with day-to-day management controls and provides due diligence

Level 2 Award for Licensing Practitioners (Alcohol) - Learning outcomes

1. Be able to state the licensing objectives that underpin the Licensing Act 2003 and demonstrate an understanding of their function and importance
2. Understand the role, functions, duties and responsibilities of licensing authorities within the framework of the licensing objectives under the Licensing Act 2003
3. Be able to state the definition of alcohol under the Licensing Act 2003 and understand the nature and scope of licensable activities, the relevant law on unauthorised licensable activities and the penalties for breach.
4. Understand the procedures involved in the application for a premises licence and variations to such licences and the process surrounding the determination of such applications
5. Understand the roles and responsibilities of the designated premises supervisor
6. Understand the purpose and content of the operating schedule relating to a premises licence
7. Understand the procedures involved in the application for and determination of the transfer of a premises licence and in the application for provisional statements and interim authority notices
8. Understand the procedures involved in the application for a club premises certificate and the process surrounding the determination of such an application
9. Understand the basic procedures and statutory requirements governing licensing hearings and the basic principles of natural justice and human rights legislation
10. Understand the procedures surrounding the review of premises licences and club premises certificates
11. Understand what is meant by a temporary event and the relevant processes and conditions associated with temporary events
12. Understand the procedures involved in the application for and grant or renewal of a personal licence and the circumstances that may result in forfeiture or suspension of a personal licence
13. Understand the powers of the police and environmental health officers with regard to the closure of licensed premises and the powers of local authorities after such orders have been made
14. Understand the rights of entry to licensed premises and powers of enforcement
15. Be able to state which premises and activities are exempt or prohibited from holding a premises licence or from selling alcohol

Level 2 Award in Assessment of Licensed Premises (Social Responsibility)

1. Understand the licensing objectives and their function under the Licensing Act 2003
2. Understand key relevant information from the Licensing Act 2003
3. Understand key relevant law and information in relation to the protection of children from harm
4. Understand key relevant law and information in relation to the prevention of crime and disorder
5. Understand key relevant law in relation to public safety
6. Understand relevant law in relation to prevention of public nuisance
7. Understand key associated areas relevant to the role of an assessor
8. Understand key principles in relation to staff training and qualification requirements
9. Understand the role of accredited schemes
10. Understand the impact on the licensed premises
11. Understand how to manage conflict created by the assessment process
12. Understand basic communication relevant to the assessment process
13. Understand the role of evidence in the assessment process
14. Understand how to create a thorough and accurate report
15. Understand the principles of threat analysis and how it can be applied to the assessment process

Level 2 Award in Underage Sales Prevention - Learning outcomes

1. Know current legislation relating to the sale and purchase of age restricted products
2. Know how to prevent unlawful sales of age-restricted products
3. Know current legislation relating to the sale and purchase of age restricted products
4. Know how to prevent unlawful sales of age-restricted products