

New qualification for the BIIAB Level 2 Award for Personal Licence Holders – 603/2468/5

New unit for Legal and Social Responsibilities of a Personal Licence Holder - A/616/5204

Registration start date – 1st December 2017

Level: 2

Guided learning hours (GLH): 8

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Know the nature, purpose and period of validity of a Personal Licence	1.1 State the nature and purpose of a personal licence
	1.2 State the period of validity of a personal licence
2 Understand the application process and legal duties when applying for a Personal Licence	2.1 State how a personal licence application is made, including eligibility criteria
	2.2 Outline the licensing authority's process for the grant or rejection of new personal licences
	2.3 Identify who may object to the grant of a personal licence
	2.4 Define the terms 'relevant offences' and 'foreign offences'
	2.5 State the legal duty of an applicant to declare if they are convicted of any relevant or foreign offences during the application process
	2.6 State the penalty for failing to declare conviction of relevant or foreign offences during the application process

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
3 Understand the legal duties of a Personal Licence Holder	3.1 State the legal duties of a personal licence holder if charged with a relevant or foreign offence
	3.2 State the legal duties of a personal licence holder if convicted of a relevant or foreign offence after the licence is granted
	3.3 State the legal duties of a personal licence holder if a personal licence is surrendered or revoked
	3.4 State the legal duties of a personal licence holder if a change of name and/or address occurs
	3.5 State the legal duties of a personal licence holder to produce their licence, when requested, including who may legally request this
	3.6 State the consequences for breaching the legal duties of a personal licence holder
	3.7 State the consequences for a personal licence holder convicted of a drink driving offence
4 Understand the roles, responsibilities and functions of licensing authorities	4.1 State what licensing authorities are
	4.2 Outline the roles and responsibilities of licensing authorities
	4.3 Outline what a licensing policy is
	4.4 Outline the purpose of a licensing hearing, including appeals
5 Understand the Licensing	5.1 State the licensing objectives

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
Objectives and the importance of partnerships in promoting these objectives	5.2 State the importance of the licensing objectives
	5.3 State what an operating schedule is
	5.4 State what an operating schedule should include in order to promote the licensing objectives
	5.5 Identify the importance of partnerships in supporting the licensing objectives
	5.6 Identify the role of Community Safety Partnerships
6 Understand the nature and strength of alcohol and the effect on the body	6.1 State the legal definition of alcohol under licensing law
	6.2 State how the strength of an alcoholic drink is measured
	6.3 Define the terms 'alcohol-free' and 'low alcohol'
	6.4 State the UK Government's sensible drinking advice
	6.5 State the behavioural and psychological effect of alcohol consumption
	6.6 Identify the effects alcohol has on the body
7 Understand the law in relation to premises licences	7.1 Explain what a premises licence is
	7.2 State the procedures for a premises licence application

Learning Outcome - The learner will:	Assessment Criterion - The learner can:	
	7.3 State the grounds for a hearing and an appeal in respect of a premises licence application	
	7.4 Explain the purposes of a premises licence review	
	7.5 State the mandatory conditions attached to premises licensed to sell alcohol for consumption on and/or off the premises	
	7.6 Identify the licensable activities defined by licensing legislation	
	7.7 State the law in relation to variations to premises licences	
	7.8 State the law in relation to what constitutes unauthorised licensable activities	
	7.9 Identify what a due diligence defence is and when it may be used	
	7.10 State penalties for breaching licensing conditions	
	8 Know the role and legal responsibilities of the Designated Premises Supervisor (DPS)	8.1 Outline the role of the DPS
	9 Understand the law in relation to Temporary Event Notices	9.1 State what is meant by the term 'permitted temporary activities'
	9.2 State what a TEN is	

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
(TEN)	9.3 State the law in relation to the frequency of permitted temporary activities
	9.4 State the circumstances under which the police or environmental health officers can object to a TEN
10 Understand the rights and legal duties of the responsible persons in relation to operation of licensed premises	10.1 State the duty to refuse the sale of alcohol to a drunken person
	10.2 Identify examples of irresponsible drinks promotions
	10.3 Identify strategies licensed premises may adopt to prevent violence and reduce conflict
	10.4 Identify the consequences of allowing illegal drug use and dealing on licensed premises
	10.5 Identify who is legally responsible for preventing disorderly conduct on licensed premises
	10.6 State the consequences for allowing drunk and disorderly conduct on licensed premises
11 Know the law in relation to the protection of children on licensed premises	11.1 State the law in relation to the sale of alcohol to children
	11.2 State the law in relation to the purchase or attempted purchase of alcohol by or for children
	11.3 State the law in relation to the unsupervised sale of alcohol by a child
	11.4 State the types and features of acceptable proof of age documents
	11.5 Outline the importance of other legislation related to the protection of children

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	11.6 State the law in relation to the presence of children in licensed premises
	11.7 State the law in relation to the consumption of alcohol by under 18s
	11.8 State penalties for breaching the law in relation to the protection of under 18s on licensed premises
12 Understand the powers of the police and other authorities in relation to licensed premises	12.1 State the law in relation to the closure of identified licensed premises
	12.2 State the law in relation to the closure of licensed premises covering a particular geographical area
	12.3 Identify which authorities have a right of entry to licensed premises and when they can exercise these rights
13 Understand prohibitions and exemptions in relation to licensable activities	13.1 Identify the circumstances under which sales of alcohol are not considered to be a retail sale under licensing law
	13.2 Identify which forms of entertainment are regulated and which are exempt
	13.3 Identify which types of premises are prohibited from selling alcohol
	13.4 State the law in relation to the sale of alcohol on moving vehicles

Existing qualification for BIIAB Level 2 Award for Personal Licence Holders (QCF) - 501/1494/3

Existing unit for the Legal and Social Responsibilities of a Personal Licence Holder - H/601/7631

Level: 2

Guided learning hours (GLH): 8

Learning Outcome - The learner will:	Assessment Criterion - The learner can:	Changes
1 Understand the nature, purpose and period of validity of a Personal Licence	1.1 State what a Personal Licence is	Remove current 1.1 and 1.2. New 1.1 to be inserted <i>“State the nature and purpose of a personal licence”</i> .
	1.2 State what a Personal Licence entitles the holder to do	
	1.3 State the period of validity of a Personal Licence	To be renumber 1.2, and change “Personal Licence” to “personal licence”
2 Understand the application process and legal duties when applying for a Personal Licence	2.1 State the procedures for applying for a Personal Licence including eligibility criteria for a new Personal Licence	Change “Personal Licence” to “personal licence” (x2)
	2.2 Outline the licencing authorities process for the grant or rejection of new Personal Licences and renewals	Remove “...and renewals”. “...licencing” to be changed to “...licensing”. AC to read <i>“Outline the licensing authorities process for the grant or rejection of new personal licences”</i>

	2.3 Identify who may object to the grant or renewal of a Personal Licence	Remove “...or renewal” and change “Personal Licence” to “personal licence”. <i>AC to read “Identify who may object to the grant of a personal licence”</i>
	2.4 Define what is meant by the terms ‘relevant offences’ and ‘foreign offences’	
	2.5 State the duty of an applicant to declare if they are convicted of any relevant or foreign criminal offences during the application process	
	2.6 State the penalty for failing to declare conviction of relevant or foreign offences during the application process	“relevant” to be changed to “relevant”.
3 Understand the legal duties of a Personal Licence Holder	3.1 State the duties of a Personal Licence Holder if charged with a relevant or foreign offence	“Personal Licence Holder” to be changed to “personal licence holder”
	3.2 State the duties of a Personal Licence Holder if convicted with a relevant or foreign offence after the licence is granted	“With” to be changed to “of” and “Personal Licence Holder” to be changed to “personal licence holder”. <i>AC to read “State the duties of a personal licence holder if convicted of a relevant or foreign offence after the licence is granted”</i>

	3.3 State the duties of a Personal Licence Holder if a personal licence is renewed, surrendered or revoked	Remove reference to renewed. Change “Personal Licence Holder” to “personal licence holder”. AC to read <i>“State the duties of a personal licence holder if a personal licence is surrendered or revoked”</i>
	3.4 State the duties of a Personal Licence Holder if a change of name and/or address occurs	“Personal Licence Holder” to be changed to “personal licence holder”
	3.5 State the duties of a Personal Licence Holder if asked to produce the licence by an authorised person	“Personal Licence Holder” to be changed to “personal licence holder”
	3.6 State the penalties for breaching any legal duties of a Personal Licence	“Personal Licence” to be amended to read “personal licence”. Holder to be added to the end of this AC. Remove “any”. AC to read <i>“State the penalties for breaching legal duties of a personal licence holder”</i>
	3.7 State the consequences for a Personal Licence Holder if convicted of a drink driving offence	Change “Personal Licence Holder” to “personal licence holder”
4 Understand the roles, responsibilities and functions of licensing authorities	4.1 State what licensing authorities are	
	4.2 Outline the roles and responsibilities of licensing authorities	
	4.3 Outline what a licensing policy is	
	4.4 Outline the purpose of a licensing hearing including appeals	

5 Understand the Licensing Objectives and the importance of partnerships in promoting these objectives	5.1 Identify the Licensing Objectives and their importance to the licensing system	Change “Licensing Objectives” to read” licensing objectives”. Remove reference to their importance. AC to read <i>“Identify the licensing objectives under relevant licensing legislation”</i> Insert new AC <i>“5.2 State the importance of the licensing objectives”</i>
	5.2 State what an operating schedule is	To be renumbered 5.3
	5.3 State what an operating schedule should include in order to promote the Licensing Objectives	Change “Licensing Objectives” to “licensing objectives”. To be renumbered 5.4
	5.4 Identify the importance of partnerships in supporting the Licensing Objectives	Change “Licensing Objectives” to “licensing objectives”. To be renumbered 5.5
	5.5 Identify the role of Crime and Disorder Reduction Partnerships	To be renumbered 5.6, and Crime and Disorder Reduction Partnerships to be renamed Community Safety Partnerships
6 Understand the nature and strength of alcohol and the effect on the body	6.1 State the legal definition of alcohol in the Licensing Act 2003	Remove reference to Licensing Act 2003, reword to read <i>“State the legal definition of alcohol under relevant licensing law”</i>
	6.2 State what ‘supply of alcohol’ means	Remove AC as this does not fit into this learning outcome.
	6.3 State how the strength of an alcoholic drink is measured	To be renumbered 6.2

	6.4 Define the terms 'alcohol-free' and 'low alcohol'	To be renumbered 6.3
	6.5 State the UK Government's sensible drinking advice	To be renumbered 6.4
	6.6 State the intoxicating nature of alcohol	AC to be amended for clarity, to read "State the behavioural and psychological effect of alcohol consumption ". To be renumbered 6.5
	6.7 Identify the effects of alcohol on the body	To be renumbered 6.6
7 Understand the law in relation to premises licences	7.1 Explain what a premises licence is	
	7.2 State the procedures for a premises licence application	
	7.3 State the grounds for a hearing and an appeal in respect of a premises licence application	
	7.4 Explain the purposes of a premises licence review	
	7.5 State the mandatory conditions attached to all premises licences that authorises the sale of alcohol	Reword AC for clarity. Assessment criteria to read "State the mandatory conditions attached to premises licences that authorise the sale of alcohol for consumption on and off the premises"
	7.6 Identify the 4 licensable activities defined by the Licensing Act 2003	Replace "...the Licensing Act 2003" with "licensing legislation" and "4" to be removed. AC to read "Identify the licensable activities defined by licensing legislation"
	7.7 State the law in relation variations to premises licences	

	7.8 State the law in relation to what constitutes unauthorised licensable activities	
	7.9 Identify what a due diligence defence is and when it may be used	
	7.10 State penalties for breaching conditions on a premises licence	
8 Understand the role and responsibilities of the Designated Premises Supervisor (DPS)	8.1 Outline the job role of the DPS	
	8.2 State the responsibility of the DPS to carry out a risk assessment in order to promote the licensing objectives	
9 Understand the law in relation to Temporary Event Notices (TEN)	9.1 State what is meant by the term ‘permitted temporary activities’	
	9.2 State what a Temporary Event Notice (TEN) is	Remove “...temporary event notice” and brackets from (TEN). AC to read “State what a TEN is”
	9.3 State the law in relation to the frequency of permitted temporary activities	
	9.4 State the circumstances under which the police and environmental health officers can object to a TEN	Change “and” to “or”. AC to read “ <i>State the circumstances under which the police or environmental health officers can object to a TEN</i> ”
10 Understand the rights and legal duties of the responsible persons in relation to operation of	10.1 State the duty to refuse the sale of alcohol to a drunken person	
	10.2 State the law and industry guidelines on irresponsible drinks promotions	

licensed premises	10.3 Identify anti-violence strategies that can be adopted on licensed premises	
	10.4 Identify the consequences of allowing illegal drug use and dealing on licensed premises	
	10.5 Identify who is legally responsible for preventing disorderly conduct on licensed premises	
	10.6 State penalties for allowing drunk and disorderly conduct on licensed premises	
11 Understand the law in relation to the protection of children on licensed premises	11.1 State the law in relation to the sale of alcohol to children	
	11.2 State the law in relation to the purchase or attempted purchase of alcohol by or for children	
	11.3 State the law in relation to the unsupervised sale of alcohol by a child	
	11.4 Identify the types and features of acceptable proof of age documents	
	11.5 Outline the importance of other legislation related to the protection of children	
	11.6 State the law in relation to the presence of children in licensed premises	

	11.7 State the law in relation to the consumption of alcohol by children	
	11.8 State penalties for breaching the law in relation to the protection of children on licensed premises	
12 Understand the powers of the police and other authorities in relation to licensed premises	12.1 State the powers of the police to close identified licensed premises in respect of disorder or nuisance	Reword AC to read <i>“State the powers of the police and the local authority to issue a closure notice and closure order for identified premises in respect of disorder or nuisance”</i>
	12.2 State the powers of police to apply for a closure order covering a particular geographical area	Insert “the” before “police”. AC to read <i>“State the powers of the police to apply for a closure order covering a particular geographical area”</i>
	12.3 State the powers of an Environmental Health Officer to close identified licensed premises in relation to noise nuisance	
	12.4 Identify which authorities have a right of entry to licensed premises and when they can exercise these rights	
13 Understand prohibitions and exemptions in relation to licensable activities	13.1 Identify the difference between retail sale and wholesale of alcohol	Remove “wholesale alcohol” from AC. Reword AC to read <i>“Identify when a sale of alcohol is not considered to be a retail sale under licensing law”</i>
	13.2 Identify which forms of entertainment are regulated and which are exempt	
	13.3 Identify which types of premises are prohibited from selling alcohol	

	13.4 State the law in relation to the sale of alcohol on moving vehicles	
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