

24 JUN 2014

Licensing Act Unit

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 **GPH Wolverhampton Ltd**

(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 The Grand Post House - 62-70 Lichfield Street			
Post town	Wolverhampton	Post code	WV1 1DJ

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 124000 <i>checked DC</i>

Part 2 - Applicant Details

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

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals *               | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual *          |                                     |                             |
| i. as a limited company                         | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/>            | please complete section (B) |
| iii. as an unincorporated association or        | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club                            | <input type="checkbox"/>            | please complete section (B) |
| d) a charity                                    | <input type="checkbox"/>            | 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:

Please tick yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☐
- 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 checked="" type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

**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)	
Surname			First names		

I am 18 years old or over		<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address			
Post Town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

### (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 GPH Wolverhampton Ltd
Address 40 Lichfield ST, Walsall WS1 1UU
Registered number (where applicable) 08936831
Description of applicant (for example, partnership, company, unincorporated association etc.) Company
Telephone number (if any)
E-mail address (optional)

### Part 3 Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
1	2	0 7 2 0 1 4

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

Day	Month	Year

Please give a general description of the premises (please read guidance note1)

An old hotel which the owners plan to completely refurbish and operate as a full arts centre with the intention to apply for a separate civic ceremony license, also attracting local and National business to host conferences. In addition on one floor to offer nocturnal activities from Films through to Live Music.

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 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

**Provision of regulated entertainment**

**Please tick yes**

- |   |                                     |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A)  | <input type="checkbox"/>            |
| b) films (if ticking yes, fill in box B)  | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)   | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)  | <input checked="" type="checkbox"/> |
| e) live music (if ticking yes, fill in box E)   | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)   | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)  | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/>            |

**Provision of entertainment facilities:**

- |   |                                     |
|---|-------------------------------------|
| i) making music (if ticking yes, fill in box I)   | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)  | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/>            |

**Provision of late night refreshment** (if ticking yes, fill in box L)

☒

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

☒

# A

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)			
Tue						
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 4)			
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 5)			
Sat						
Sun						

## B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors <input type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) Potential to screen films in the venue		
Mon	00:00	00:00			
Tue	00:00	00:00			
			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)		
Wed	00:00	00:00			
Thur	00:00	00:00			
			<b><u>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</u></b> (please read guidance note 5)		
Fri	00:00	00:00			
Sat	00:00	00:00			
Sun	00:00	00:00			

# C

Indoor sporting events Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)	
Day	Start	Finish		
Mon				
Tue				<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
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 5)	
Fri				
Sat				
Sun				

# D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) Potential to host boxing or wrestling entertainment in the venue			
Mon	00:00	00:00				
Tue	00:00	00:00				
Wed	00:00	00:00	<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)			
Thur	00:00	00:00				
Fri	00:00	00:00	<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 5)			
Sat	00:00	00:00				
Sun	00:00	00:00				



# E

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3) Vocal and instrumental music will be provided by a range of performers and artists.		
Tue	00:00	00:00			
Wed	00:00	00:00	<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 4)		
Thur	00:00	00:00			
Fri	00:00	00:00	<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 5)		
Sat	00:00	00:00			
Sun	00:00	00:00			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) Recorded music, including background music and DJ performances.		
Mon	00:00	00:00			
Tue	00:00	00:00			
			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4)		
Wed	00:00	00:00			
Thur	00:00	00:00			
			<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 5)		
Fri	00:00	00:00			
Sat	00:00	00:00			
Sun	00:00	00:00			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3) Bands / DJ's performing may be accompanied by dancers.		
Tue	00:00	00:00			
Wed	00:00	00:00	<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)		
Thur	00:00	00:00			
Fri	00:00	00:00	<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 5)		
Sat	00:00	00:00			
Sun	00:00	00:00			

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment you will be providing</u></b> Performers may be accompanied by MCs or comperes and the like	
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors <input checked="" type="checkbox"/>
Mon	00:00	00:00		Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Tue	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3)	
Wed	00:00	00:00		
			<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 4)	
Thur	00:00	00:00		
Fri	00:00	00:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (c), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sat	00:00	00:00		
Sun	00:00	00:00		

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the facilities for making music you will be providing</u></b> PA System and similar equipment	
			<b><u>Will the facilities for making music be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	
			Indoors	<input checked="" type="checkbox"/>
			Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>	
Mon	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3)	
Tue	00:00	00:00		
Wed	00:00	00:00	<b><u>State any seasonal variations for the provision of facilities for making music</u></b> (please read guidance note 4)	
Thur	00:00	00:00		
Fri	00:00	00:00	<b><u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sat	00:00	00:00		
Sun	00:00	00:00		

J

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b><u>Will the facilities for dancing be indoors or outdoors or both – please tick</u></b> (see guidance note 2)	Indoors <input checked="" type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
			<b><u>Please give a description of the facilities for dancing you will be providing</u></b> Customers will be able to dance within the venue to live and recorded music.	
Day	Start	Finish		
Mon	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3)	
Tue	00:00	00:00		
Wed	00:00	00:00	<b><u>State any seasonal variations for providing dancing facilities</u></b> (please read guidance note 4)	
Thur	00:00	00:00		
Fri	00:00	00:00	<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sat	00:00	00:00		
Sun	00:00	00:00		

K

<b>Provision of facilities for entertainment of a similar description to that falling within i or j</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment facility you will be providing</u></b>		
Day	Start	Finish	<b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	00:00	00:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	00:00	00:00	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Wed	00:00	00:00			
			<b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b> (please read guidance note 4)		
Thur	00:00	00:00			
Fri	00:00	00:00	<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sat	00:00	00:00			
Sun	00:00	00:00			

L

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)</b>	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3) During some events it is intended to supply food to those attending via mobile catering units		
Mon	23:00	05:00			
Tue	23:00	05:00			
Wed	23:00	05:00			
Thur	23:00	05:00	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Fri	23:00	05:00			
Sat	23:00	05:00			
Sun	23:00	05:00			
			<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 5)		



# M

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption (Please tick box)</b> (please read guidance note 7)	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 4)		
Mon	00:00	00:00			
Tue	00:00	00:00			
Wed	00:00	00:00			
Thur	00:00	00:00			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Fri	00:00	00:00			
Sat	00:00	00:00			
Sun	00:00	00:00			

**State the name and details of the individual whom you wish to specify on the licence as premises supervisor**

<b>Name</b> Ben Maurice Webb	
<b>Address</b> 40 Pool Hall Road Castlecraft Wolverhampton	
<b>Postcode</b>	WV3 8JZ
<b>Personal Licence number (if known)</b> WN022657	
<b>Issuing licensing authority (if known)</b>	

**N**

**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 8)**

NONE

**O**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b><u>State any seasonal variations</u></b> (please read guidance note 4)
Day	Start	Finish	<b><u>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</u></b> (please read guidance note 5)
Mon	00:00	00:00	
Tue	00:00	00:00	
Wed	00:00	00:00	
Thur	00:00	00:00	
Fri	00:00	00:00	
Sat	00:00	00:00	
Sun	00:00	00:00	

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

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 9)

The Licence Holder will ensure that there will be no encouragement of excessive drinking or irresponsible drinks sales or promotions.  
The number of Personal Licence Holders on the premises when operational shall be at least two.

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

The CCTV system installed will satisfy the requirements of West Midlands Police. The system will be operational whilst the premises are open and the recordings will be kept for a minimum of 31 days. Recordings are to be made available to any responsible authority immediately upon request.

The security levels at any particular event are to be determined by Risk Assessment.  
The premises will maintain a register of door supervisors. This register will contain the individual's SIA badge number and proof of identity (such as photocopy of passport or

**c) Public safety**

The Licence Holder will ensure that the number of persons on the premises at any one time does not exceed the number agreed with West Midlands Fire Service and West Midlands Police.

**d) The prevention of public nuisance**

The Licence Holder will comply with any reasonable requirements with regards to noise nuisance from the premises by the appropriate responsible authority.  
The Licence Holder shall not permit noise emanating from the premises to unreasonably disturb persons residing in the nearby vicinity of the premises.

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

The premises will adopt the 'Challenge 25' Policy with appropriate signage. The premises will also record the number of underage refusals in a refusals book.

Please tick yes

- I have made or enclosed payment of the fee ☒
- I have enclosed the plan of the premises ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable ☒
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable ☐
- I understand that I must now advertise my application ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

**Part 4 – Signatures** (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 11). If signing on behalf of the applicant please state in what capacity.

Signature	
Date	12.6.14
Capacity	Director

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 12). If signing on behalf of the applicant please state in what capacity.

Signature	
Date	
Capacity	

Date received:	24/6/14
Amount:	£450
Cash <input type="checkbox"/> Cheque <input checked="" type="checkbox"/>	
Cheque No.	022000
Receipt no:	LC/35000899
Initial:	
Receipt issued by:	AC

<b>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)</b>			
Nick Morgan Big Cat Group Griffin House 18-19 Ludgate Hill			
<b>Post town</b>	Birmingham	<b>Post code</b>	B3 1DW
<b>Telephone number (if any)</b>	0121 200 0910		
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b> n.morgan@bcguk.com			

### Notes for Guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

**Consent of individual to being specified as premises supervisor**

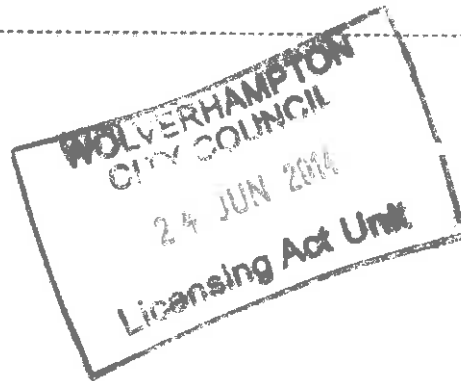
**BEN MAURICE WEBB**

I

-----  
*[full name of prospective premises supervisor]*

of

40 POOL HALL ROAD  
CASTLECROFT  
WOLVERHAMPTON  
WV3 8JZ



-----  
*[home address of prospective premises supervisor]*

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

**PREMISES LICENCE**

-----  
*[type of application]*

by

**GPH WOLVERHAMPTON LIMITED**

-----  
*[name of applicant]*

relating to a premises licence

-----  
*[number of existing licence, if any]*

for

THE GRAND POST HOUSE  
Lichfield Street/Princess Street  
WOLVERHAMPTON  
WV1 1DB

-----  
*[name and address of premises to which the application relates]*

and any premises licence to be granted or varied in respect of this application made by

GPH WOLVERHAMPTON LIMITED

-----  
*[name of applicant]*

concerning the supply of alcohol at

THE GRAND POST HOUSE  
Lichfield Street/Princess Street  
WOLVERHAMPTON  
WV1 1DB

-----  
*[name and address of premises to which application relates]*

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

WN022657

-----  
*[insert personal licence number, if any]*

Personal licence issuing authority

BIRMINGHAM

-----  
*[insert name and address and telephone number of personal licence issuing authority, if any]*

Signed

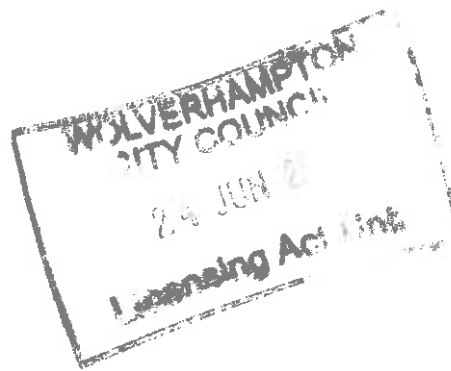
Name (please print)

-----  
  
BEN MAURICE WEBB  
-----

Date

-----  
12 MARCH 2014  
-----

The Grand Post House  
62 – 70 Lichfield Street  
Wolverhampton WV1 1DJ



## **Alcohol Management Plan**

### **Policy Statement**

The operators of The Grand Post House are committed to working safely and within the law. The operators support the four prime objectives of the Licensing Act 2003 and the New Mandatory Licensing Condition – Selling Alcohol Responsibly.

### **Licensing Objectives**

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

The Grand Post House intends to work closely and constructively with the key authorities in pursuit of these objectives. The operators are committed to the responsible retailing of alcohol and recognise that it is a fundamental part of the business. The Grand Post House aims to participate fully in the drive against 'binge drinking' and its related effects, as outlined in the Alcohol Harm Reduction Strategy for England. The operators of The Grand Post House recognise that good management has a direct bearing on the security, safety and well being of both guests and staff. When required the operators will only use security staff who are SIA accredited. The Grand Post House will at all times observe the law with regard to the sale of alcohol and all other products by:

Supporting 'test purchasing' conducted by police and licensing authorities as a way of helping to enforce the law

Not serving alcohol to anyone whom we believe to be intoxicated

Not permitting promotions limited to very short periods of time such as happy hour schemes

Not serving customers whom we believe to be under 18 years of age - nor to



anyone whom we suspect of passing alcohol to under 18s. If a customer looks under 25 years of age we will ask for a recognised form of ID

Not offering any incentives to our customers to drink irresponsibly

Providing our staff with access to information about units of alcohol and alcohol by volume in order to provide that information to customers

Observing all other conditions of licensing law

### **Staff Training**

The operators are committed to educating, training and supporting its managers and staff so that they are able to carry out their duties under this policy and the law. Bar managers and supervisors will have attended a relevant training course (organized by an industry recognized body such as the BII) in relation to the supply of alcohol.

### **Organisation**

#### **General Manager**

The General Manager will have overall responsibility for bar operations and strategic decision making and specifically for liaison with the Premises Licence Holder. The General Manager is a Personal License Holder and will also be the Designated Premises Supervisor (DPS) and responsible for authorising the sale of alcohol. The General Manager will also be responsible for ensuring all members of bar staff received suitable training in their duties and responsibilities and that this training is recorded. In accordance with the Premises Licence, the General Manager will give the order for opening and closing of the bars.

#### **Bar Supervisors**

The Bar Supervisors are responsible for the day to day supervision of the bar staff and effective management of bar operations, and in particular the enforcement of the Premises Licence pertaining to alcohol sales. The Bar Supervisors report to the General Manager.

#### **SIA Security Operatives**

When deemed necessary by the risk assessment, SIA Security Operatives will be deployed at strategic positions during the on the bars bar opening hours. All security operatives will hold a SIA Licence, carry a two way radio and be easily identifiable. Security duties include but not restricted to:

- Protection of property

- Protection of staff

- Protection of company income

Maintaining public order within The Grand Post House demised area

Enforcement of the Premises Licence

To support the bar staff in preventing 'under age' drinking

Respond effectively to any given emergency

Liaison with the Local Authority and Emergency Services

### **Procedures for the sale of alcohol**

Underage alcohol consumption and drunkenness will not be tolerated by the operators of The Grand Post House. The following measures illustrate the procedures for the sale and supply of alcohol on the premises:

The General Manager (DPS) will oversee the supply of alcohol and will be responsible for the management and implementation of the procedures.

All alcohol sales will be sold in accordance with the Premises Licence.

No alcohol will be sold to persons under the age of 18. If the customer looks under the age of 25, ID will be requested. Acceptable forms of ID are:

- Driving licence
- Passport
- 'PASS' Prove it cards

'Challenge 25' signage will be prominently displayed at all points of sale where alcohol is supplied.

The Grand Post House will not tolerate drunkenness and disorderly behaviour.

The Grand Post House will not tolerate rude and abusive behaviour.

The operators of The Grand Post House have the right to refuse the serving of alcohol at their discretion.

The ABV of all drinks being sold will be clearly displayed.

All drinks will be served in the correct measures and in accordance with the law.

No free samples of alcohol will be distributed or 'happy hour' schemes adopted.

A copy of the Premises Licence will be prominently displayed.

Drinking games are prohibited i.e. dispensing of alcohol directly into the mouth is prohibited.

Customers will have access to free tap water.

### **Weights and Measures**

Drinks will only be sold in approved measures as required by the Weights and Measures Act. These are:

Pints, half pints (or half pint multiples) and the rarely used third of a pint for draught beer, lager and cider

Multiples of 25 ml or 35 ml for gin, rum, whisky and vodka except when they're served as part of a cocktail

125 ml or 175 ml for glasses of wine

Only officially stamped (bearing the crown or CE mark) measures, metering equipment or glasses will be used. For example, beer can be served using metered pumps or in stamped glasses

Spirits will be measured through stamped optics or using stamped measures

The tariff will always denote what quantities drinks are sold in and the ABV will be clearly displayed

### **New Mandatory Licensing Conditions – Selling Alcohol Responsibly**

Drinking games are prohibited

Dispensing of alcohol directly into the mouth is prohibited (dentist chair)

Ensure that customers have access to free tap water

Use an Age Verification Policy (Challenge 25)

Ensure that customers have the opportunity to choose small measures of beers, ciders, spirits and wine. The operators will ensure that:

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:

Beer or cider: 1/2 pint;

Gin, rum, vodka or whisky: 25 ml or 35 ml; and

Still wine in a glass: 125 ml and 175ml