



RUSHMOOR
BOROUGH COUNCIL

PREMISES LICENCE

Licensing Act 2003

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description

Address: Hall 1
Farnborough International Exhibition And
Conference Centre
ETPS Road
Farnborough
Hampshire
GU14 6FD

Map Ref (E): 486607
Map Ref (N): 154020
UPRN: 010090824378

Telephone 01252 532800

Where the licence is time limited the dates

➤ This licence is **NOT** time limited

Licensable activities authorised by the licence

- (1) The retail sale / supply of alcohol;
- (2) The provision of regulated entertainment by way of the performance(s) of dance (indoors only);
- (3) The provision of regulated entertainment by way of recorded music (indoors only and only where it is ancillary to, and part of, an event falling within use class D1(g) of The Town and Country Planning (use classes) Order 1987 (as amended) or any subsequent order);
- (4) The provision of regulated entertainment by way of live music (indoors only and only where it is ancillary to, and part of, an event falling within use class D1(g) of

The Town and Country Planning (use classes) Order 1987 (as amended) or any subsequent order); and

- (5) The provision of late night refreshment (indoors only).

Times the licence authorises the carrying out of licensable activities

- (1) Provision of late night refreshment:
 - On any day – 23:00pm to 03:00am the following day;
- (2) Provision of regulated entertainment by way of live and recorded music:
 - On any day – 09:00am to 01:00am the following day; and
- (3) All other licensable activities:
 - On any day – 09:00am to 03:00am the following day

The opening hours of the premises

- On any day – 00:00am to 23:59pm

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

- Alcohol may be sold / supplied for consumption **ON** the premises **ONLY**

Part 2

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

Name: Farnborough International Limited
Show Centre
Address: Farnborough International
Exhibition And Conference Centre
ETPS Road
Farnborough
Hampshire
GU14 6FD
Telephone: 01252 532800
Email: Not Known

Registered number of holder, e.g. company number, charity number (where applicable)

- 1765250 (Company number)

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

Name: Helen Beak
Address:
Telephone: Not known
Email: Not Known

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

Personal licence number: 1949
Issuing authority: Winchester City Council

Granted by Rushmoor Borough Council, as licensing authority
pursuant to the Licensing Act 2003 and regulations made thereunder

Date Licence Granted: 18th January 2018
Licence Effective From: 18th January 2018
Date Last Modified: 7th June 2022
(Change of DPS)

SIGNED on behalf of the
Head of Operational Services
(Authorised Officer)

Annex 1 – Mandatory conditions

- (1) No supply of alcohol may be made under the premises licence:-
 - (i) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (ii) at a time when the designated premises supervisor does not hold a personal licence or his/her personal licence is suspended.
- (2) Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- (3)
 - (i) 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.
 - (ii) 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.
- (4) 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.
- (5) 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. For the purposes of this condition –
 - (a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
 - (b) “permitted price” is the price found by applying the formula –
$$P = D + (D \times V)$$
Where –
 - (i) P is the permitted price
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –
 - (i) The holder of the premises licence
 - (ii) The designated premises supervisor (if any) in respect of such a licence, or
 - (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
 - (f) Where the permitted price given by Paragraph (b) would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
 - (g) Paragraph (b)(ii) applies where the permitted price given by Paragraph (b) on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax.
 - (h) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
- (6) 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.
- (7) 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).
- (8) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- (9) 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.
- (10) Where one or more individuals must be at the premises to carry out a security activity (within the meaning of the Private Security Industry Act 2001), each individual must be licensed by the Security Industry Authority (SIA).

Annex 2 – Conditions consistent with the Operating Schedule

GENERAL MATTERS

- (1) No more than 9999 persons shall be permitted in the premises at any time when licensable activities are taking place.
- (2)
 - (i) The licence holder(s) shall develop and maintain a document that sets out and identifies the duties and obligations of event organisers or anyone wishing to hire the premises to provide an(y) event. This document shall be given to all event organisers.
 - (ii) The licence holder(s) shall, at all times, ensure and be able to demonstrate that event organisers etc comply with the conditions and requirements set out in this document; currently entitled 'Farnborough International Venue & Events – Events Requirements' and 'Health and Safety, Venue and Site Rules' (copy attached).
 - (iii) The licence holder shall not amend or vary the content of this document without first consulting and obtaining the written consent of the responsible authority for public safety (as defined in the Licensing Act 2003) or otherwise making application for variation of this licence.
- (3)
 - (i) In accordance with condition (2) above, the licence holder(s) shall ensure that event organizers and/or those wishing to hire the premises to host an event, shall sign a suitable contract of hire which sets out all relevant duties and obligations.
 - (ii) As soon as is reasonably practicable, a copy of the contract document (inclusive of the contact details for the event organisers, event details and what they intend to use the venue for) shall be submitted to the licensing authority.
 - (iii) A copy of the contract document shall be provided to an(y) authorised officer of the licensing authority or responsible authorities (as defined under the Licensing Act 2003) on request.

ENSURING PUBLIC SAFETY

- (4)
 - (i) As soon as is reasonably practicable prior to an(y) event, a suitable and sufficient plan showing the layout of the premises (inclusive of the stands, any special feature(s), ducting, emergency gangways) shall be established and submitted to the licensing authority.
 - (ii) A copy of the plan shall be provided to an(y) authorised officer of the licensing authority or responsible authorities (as defined under the Licensing Act 2003) on request.

- (iii) The maximum number of people to be permitted on or otherwise to remain in the premises shall be determined, in part, with reference to any layout plan(s).
- (5)
 - (i) Before the commencement of an(y) event, a suitably qualified structural engineer / competent person shall inspect, ensure and certify any structure(s) provided at the event to be safe for entry and/or use. This shall be inclusive of temporary structures such as marquees, stages and rigs etc.
 - (ii) Suitable and sufficient safety certification (certified by a competent person) covering the installation and use of any (temporary) structures shall be provided to an(y) authorised officer of the licensing authority or responsible authorities (as defined under the Licensing Act 2003) on request.
- (6)
 - (i) Suitable and sufficient levels of insurance shall be obtained and maintained against all eventualities arising from or in connection with any event at the premises, together with any associated (de)commissioning activities (i.e. build-up or breakdown).
 - (ii) Such insurance shall be in place before the commencement of any on-site activities (inclusive of build-up) and shall be sufficient for the nature, style, size and characteristics of the event concerned.
 - (iii) A copy of any certificate(s) of insurance shall be provided to an(y) authorised officer of the licensing authority or responsible authorities (as defined under the Licensing Act 2003) on request.
- (7)
 - (i) Suitable and sufficient risk assessments shall be undertaken and implemented as appropriate in respect of the management, site and all associated activities arising from or in connection with any event held at the premises, together with any associated (de)commissioning activities (i.e. build-up or breakdown).
 - (ii) Risk assessment(s) shall be undertaken by a competent person.
 - (iii) Suitable and sufficient risk assessment(s) shall, where appropriate, encompass all aspects of, and address all principles contained in the extant version of the HSE publication 'The Event Safety Guide' (ISBN 0-7176-2453-6) (HSG195) relevant to the event.
 - (iv) For the purposes of this condition, risk assessments shall be taken to include a fire risk assessment accompanied by a fire / evacuation plan.
 - (v) A copy of the risk assessment(s) or any entry therein shall be provided to an(y) authorised officer of the licensing authority or responsible authorities (as defined under the Licensing Act 2003) on request.

- (8) Further to the above, suitable and sufficient procedures to be followed in the event of an emergency shall be produced and tested prior to the commencement of an(y) event at the premises.
- (9) (i) A suitable and sufficient traffic management plan shall be produced, implemented and actively enforced in respect of traffic movements on the premises arising from or in connection with an(y) event at the premises.
- (ii) The traffic management plan shall, in particular, identify and include measures to negate the impact of traffic on the licensable objective for the prevention of public nuisance and shall be reviewed and revised as may be appropriate in the circumstances.
- (10) (i) A suitable and sufficient safety file / manual for each event shall be established, implemented, maintained and be actively enforced by a competent person.
- (ii) The safety file / manual shall address and demonstrate the implementation of all aspects of, and all principles contained in the extant version of the HSE publication 'The Event Safety Guide' (ISBN 0-7176-2453-6) (HSG195) relevant to the event.
- (iii) In particular, the safety file / manual shall contain all relevant safety and due diligence information for the event, which shall include, but not be limited to, documentation concerning the following where appropriate -
- (a) Security / Stewards
 - (b) Electrical Safety
 - (c) Catering
 - (d) Water and waste
 - (e) Carpeting
 - (f) Lifting & freight operations
 - (g) Shell and stand construction
 - (h) Audiovisual & Communication services
 - (i) Storage-Rigging
 - (j) Traffic Management
 - (k) Ticketing-Signage
 - (l) First Aid
 - (m) Event / Floor Management
 - (n) Health and Safety
- (iv) The safety file / manual shall also contain all relevant safety and due diligence information for the event arising from official contractors (inclusive of risk assessments, policies, method statements and insurance etc).
- (v) A copy of the safety file / manual or any entry therein shall be provided to an(y) authorised officer of the licensing authority or

responsible authorities (as defined under the Licensing Act 2003)
on request.

PROTECTION OF CHILDREN FROM HARM

- (11) No child(ren) shall, at any time, be permitted in or otherwise be allowed to remain on the premises if not accompanied by a suitable adult aged 18 or over.
- (12) (i) For any event, a suitable and sufficient risk assessment shall be undertaken and implemented as appropriate with a view to ensuring child safety and welfare.

(ii) In particular, no child(ren) shall be permitted on or to remain in any part of the premises used for the provision of 'Adult entertainment(s)' or any other entertainment(s) that may give rise to child safety or welfare concerns.

SALE OF ALCOHOL & CHALLENGE 25

- (13) Anyone authorised to sell or supply alcohol at the premises shall request and ensure sight of suitable photographic identification, for proof of age, of any person appearing to them to be under the age of 25 (twenty-one) and who is attempting to purchase alcohol.

SITE & EVENT SECURITY

- (14) (i) Access to the site / airfield, shall be controlled via a staffed security gate at all times licensable activities are being provided.

(ii) Access to the licensed premises shall also be controlled, and any person not holding appropriate accreditation or a ticket shall not be permitted in, or otherwise be allowed to remain on the premises.
- (15) A suitable and sufficient number of safety stewards and security staff shall be attendant to and on duty at the licensed premises for the duration of any event.
- (16) A suitable and sufficient register of all attending delegates and/or guests to / on the premises shall be maintained for all events.

PROTECTION AGAINST PUBLIC NUISANCE

- (17) (i) Except for access and egress, all external doors and windows of licensed structural premises must be closed and kept closed between 23:00pm on any day and the commencement of licensable activities on the following day.

- (ii) Where appropriate, any structural premises shall be provided with acoustically treated ventilation / air-condition to such extent that windows and doors can be kept closed in accordance with the above requirement.
- (18)
 - (i) All speakers and amplification equipment, excluding those used for emergency announcements, shall be kept within the structural premises and shall not be positioned near to or facing openings such as doors or windows.
 - (ii) All speakers and amplification equipment shall be placed on suitable anti-vibration mountings.
 - (iii) The sound level arising from any speaker(s) and amplification equipment shall be set at a level that ensures noise from the premises is inaudible at the boundary of the nearest residential premises.
- (19)
 - (i) The licence holder or a nominated representative shall carry out regular noise assessments of the area adjacent to the boundary of the nearest residential premises on all sides of the licensed premises, and if audible, shall take such steps as may be necessary to reduce the noise from the licensed premises to a level such that it is no longer audible at the monitoring point(s).
 - (ii) Noise assessments shall be undertaken at hourly intervals commencing from 22:00pm.
 - (iii) Suitable and sufficient written records of these assessments and any remedial action(s) taken shall be maintained and made available to an authorised officer on request.
- (20)
 - (i) A suitable noise complaints procedure must be established and in operation at the premises (e.g. all staff must be familiar with the complaints procedure and any complaint(s) made in respect of the premises, its customers, staff and/or the activities carried on there must be investigated and remedied as soon as, and, so far as is reasonably practicable to prevent public nuisance).
 - (ii) Suitable written records (e.g. the nature of any complaint(s), action(s) taken in response, the date(s) and time(s) when any complaint was made, together with the name of the person(s) who handled the complaint) must be kept and made available to officers of Rushmoor Borough Council on request.
- (21) Suitable and sufficient notices shall be located at all exits of the premises requesting patrons to leave the premises and area quietly.

- (22) (i) Prominent, clear and legible notices must be displayed within the premises requesting patrons to dispose of litter responsibly.
- (ii) Suitable and sufficient litterbins shall be provided within the premises or at the exits of the premises to assist with this requirement. This shall include suitable and sufficient receptacles for waste arising from smoking activities.
- (iii) The area within the immediate vicinity of the premises shall be cleared of litter, including waste arising from smoking activities on a regular basis and always at the close of business each day.

AWARENESS OF CONDITIONS

- (23) All staff / employees of the premises, event organisers and, where different, individuals and/or organisations hiring the premises for an(y) event shall be made aware of the conditions of this licence by a mechanism in writing.

DEFINITIONS

- (24) For the purposes of this licence, any reference to an(y) 'event' shall be taken to include an(y) event or activity at the premises where licensable activities (as defined by the Licensing Act 2003) are provided.

Annex 3 – Conditions attached after a hearing by the licensing authority

None

Annex 4 – Plans

This licence permits the licensable activities stated at the premises addressed above and outlined below in accordance with the plan(s) attached and marked 18/00131/LAPREM – 16.

