## Description: OldhamCouncil_RGBThe Licensing Act 2003

Interested Party Representation Form

In Support of an Application

The Licensing Act 2003 (the act) makes local authorities responsible for the licensing of pubs, clubs, theatres, cinemas, restaurants, takeaways and so on. Some premises may apply to extend their hours or add some form of regulated entertainment and this is where interested parties can have their say by making relevant representations and objecting to or supporting the proposals.

# Interested parties

As well as Responsible Authorities, any other person can play a role in a number of licensing processes under the 2003 Act. This includes any individual, body or business entitled to make representations to licensing authorities in relation to application for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographical proximity to the premises. Any representations made by these persons must be ‘relevant’. For a representation to be relevant it must:

* relate to the likely effect of the grant of the licence on the promotion of the licensing objectives
* be made by an interested party or responsible authority
* not have been withdrawn
* not be ‘frivolous’ or ‘vexatious’ or, in the case of a review, ‘repetitious’ if made by an interested party

In the case of variation applications, the representation must be confined to the subject matter of the variation.

# What are the Licensing Objectives?

* **The prevention of crime and disorder**

*(To provide relevant information to show your support for an application, you must give information as to how you believe the granting of the application would have no adverse effect on the prevention of crime & disorder)*

* **Public safety**

*(To provide relevant information to show your support for an application, you must give information as to how you believe the granting of the application would have no adverse effect on public safety)*

* **The prevention of public nuisance**

*(To provide relevant information to show your support for an application, you must give information as to how you believe the granting of the application would have no adverse effect on the prevention of public nuisance)*

* **The protection of children from harm**

*(To provide relevant information to show your support for an application, you must give information as to how you believe the granting of the application would have no adverse effect on the protection of children from harm)*

The Section 182 Guidance is a valuable source of information that interested parties may wish to consult when considering making a representation and can be found online on this link: <https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>

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| **Section 1 - Application Details** |
| Applicants Name |  |
| Premises Name |  |
| Premises Address |  |
| Type of Application |  |

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| **Section 2 – Details of Person making Representation** *(if you are a representative please use the next section)* |
| Title*(Mr/Mrs/Miss/Ms/Other)* |  |
| Full Name |  |
| Telephone |  |
| Email Address*(we will use this to correspond with you unless you notify us otherwise)* |  |
| Full Address*(Including postcode)* |  |

**Please note that a full copy of your representation (including your name and address) will be sent to the applicant and will be a public document at any hearing of this matter.**

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| **Section 3 – Details of Representative** |
| Title*(Mr/Mrs/Miss/Ms/Other)* |  |
| Full Name |  |
| Telephone |  |
| Organisation |  |
| Email Address*(we will use this to correspond with you unless you notify us otherwise)* |  |
| Full Address*(Including postcode)* |  |
| **Please state nature of representation:***(residents association / ward councillor / MP / trade association)* |
| **Section 4 – Representation Details** |
| You need to complete the boxes below as fully as possible.Try to be as specific as possible and give examples such as:*“the premises are part of the local pubwatch scheme and take part in monthly meetings, ensuring any barred people are not allowed access.”* *“the premises have set up a local resident whatsapp/facebook group and liaise with us regularly to ensure they are not causing a disturbance with noise from their music or customers. When we have told them we can hear music they respond quickly and resolve the issue by reducing the volume until it can no longer be heard”* |
| **Licensing Objectives** |
| **The Prevention of Crime & Disorder***Please state the reasons you believe granting the application won’t undermine this objective* |
| **Public Safety***Please state the reasons you believe granting the application won’t undermine this objective* |
| **The Prevention of Public Nuisance***Please state the reasons you believe granting the application won’t undermine this objective* |
| **Protection of Children from Harm***Please state the reasons you believe granting the application won’t undermine this objective* |

**Guidance Notes:**

Please provide all relevant information you feel is pertinent to the consideration of the application. The Licensing Authority will review all representations as they are received, and any information contained within representations that is not considered relevant for the purposes of determining the application will be highlighted.

Members of the Panel who preside over any subsequent hearing to determine the application will be alerted to the highlighted sections of representations and informed those sections cannot be considered in their decision-making process.

If you do make a representation you will be invited to attend the Licensing Panel hearing and any subsequent appeal hearings. Where you choose to attend the Panel, you may only address the panel around the relevant sections of your representation and will not be permitted to discuss the highlighted irrelevant information.

Please return the completed representation form, and any additional evidence, to the Licensing Service, Sir Robert Peacock House, Vulcan Street, Oldham, OL1 4LA or email to licensing@oldham.gov.uk

**TIME LIMITS**

All representations must be returned within the statutory period, generally 28 days from the date the notice was displayed on the premises or the date specified in the public notice in the newspaper.

If you are unsure of the time limit to lodge a representation for a particular application, please check with the Licensing Service by emailing licensing@oldham.gov.uk