

Submitting an Application for a Review of a Premise Licence

A review of the licence/certificate can be applied for by:

(a) An interested party

- (i) A person living in the vicinity of the premises.
- (ii) A body representing persons living in the vicinity of the premises.
- (iii) A person involved in business in the vicinity of the premises.
- (iv) A body representing persons involved in business in the vicinity of the premises.

(b) A responsible authority

- (i) Newcastle Police
- (ii) Staffs Fire & Rescue Service
- (iii) Staffordshire County Council, Trading Standards
- (iv) Principal Environmental Health Officer
- (v) Head of Planning & Development Manager

(c) A member of club (for Club Premises Certificates only)

(d) An Elected Member

- The application must be based on at least one of the four licensing objectives:

The prevention of crime and disorder

Public Safety

The prevention of public nuisance

The protection of children from harm

- The application must be submitted to the Licensing Authority (Newcastle Borough Council) and copies sent to all responsible authorities.
- The Licensing Authority must advertise the review in a local newspaper and place notices in the premise.
- Responsible authorities and interested parties have 28 to make representations to the Licensing Authority.
- At the end of the 28 day objection period, a hearing (meeting of the Licensing Sub-Committee) must be held with 20 working days.
- The Sub-committee is made up of three members of the Licensing Committee.

- The Sub-Committee will hear evidence from the applicant, the representatives of the premise and any other responsible authorities or interested parties who have made submissions during the 28 day objection period.
- The Sub-committee will decide based on the empirical evidence provided (speculative evidence must be disregarded) and the Licensing Objectives to carry out any of the following actions:
 - (1) Take no action – there are no steps necessary for the promotion of the licensing objectives.
 - (2) Issue a formal warning or recommend improvement within a given time.
 - (3) Modifying the conditions on the premise licence (adding new conditions, altering existing conditions or omitting existing conditions).
 - (4) Excluding a licensable activity.
 - (5) Removing the Designated Premises Supervisor.
 - (6) Suspend the licence for a period not exceeding 3 months.
 - (7) Revoke the licence.

If the licence is revoked a new licence must be applied for which will again involve submitting an application with a 28 day objection period.