

Licensing Act 2003 - Responsible Authorities

Civic Centre Queen Elizabeth Drive Pershore Worcs WR10 1PT
(01386) 565000 www.wychavon.gov.uk DX 25934 Pershore



Applications for new or varied premises licences or club premises certificates must be served on us, with copies sent to each appropriate "responsible authority" listed below.

Temporary Event Notices and applications for new personal licences have to be served on us as Licensing Authority with a copy to the Chief Officer of Police.

Personal licences are served only on us as licensing authority.

"Responsible Authorities" are defined at Section 13(4) of the Licensing Act 2003. Contact details for those bodies that we recognise are given below.

Before applying, applicants should take advice from the responsible authorities to minimise likelihood of objections.

the Chief Officer of Police

C/o Licensing Unit
West Mercia Constabulary
Police Station
Castle Street
Worcester, WR1 3QX Phone 01905 331037
Email: licensing.southworcestershire@westmercia.pnn.police.uk
Internet <http://www.westmercia.police.uk>

The Fire Authority:

Hereford & Worcester Fire and Rescue Service,

Fire Safety Department,
The Fire Station,
Worcester Road,
Malvern Link,
Worcestershire. WR14 1TD Phone 01684 572948 Fax 01684 572190
Website <http://www.hwfire.org.uk>

The **health and safety enforcing authority for the premises:** There are two choices, If you don't know which applies, then phone us. Normally the correct authority will be Wychavon.

Health & Safety Team,

Environmental Health
Wychavon District Council
Civic Centre
Queen Elizabeth Drive
Pershore
Worcs., WR10 1PT
Phone 01386 565015
Fax 01386 561826
Web <http://www.wychavon.gov.uk/es>

But you may need to notify instead:

The Health and Safety Executive

Haswell House
St Nicholas Street
Worcester
WR1 1UW
Phone 01905 743600

The Planning Service Centre

Wychavon District Council
Civic Centre
Queen Elizabeth Drive
Pershore
Worcs., WR10 1PT Phone 01386 565135

The Environmental Protection Section,

Environmental Services
Wychavon District Council
Civic Centre
Queen Elizabeth Drive
Pershore, Worcs., WR10 1PT Phone 01386 565015, Fax 01386 561826

Alan Ferguson
Service Development Manager (Safeguarding),
Children's Services,
Worcestershire County Council Wildwood Way
Worcester, WR5 2NP Phone 01905 728841

Head of Trading Standards

Trading Standards & Scientific Services
Worcestershire County Council, County Hall
Wildwood Way, Worcester WR5 2NP Phone - 01905 765394, Fax - 01905 765393

Plus - any other adjoining licensing authority (other than the relevant licensing authority) in whose area part of the premises is situated.

Only in relation to a vessel:

Upper & Lower Avon Navigation Trusts
Mill Wharf,
Mill Lane,
Wyre Piddle, Pershore, Worcs., WR10 2JF Phone 01386 552517

- the Environment Agency
Midland Region, Riversmeet House, Tewkesbury, Glos., GL20 8JG, phone 08708 506506

- the British Waterways Board & the Secretary of State

Copies generally have to be served on the relevant responsible authorities within 48 hours of delivery to the licensing unit.

Electronic Service of Applications

The legislation does permit electronic service but only after prior agreement with the authorities involved. Where service is by electronic means, the periods allowed for determination of applications will not begin until all necessary hard copy documents are received.

Get help at:

Licensing Unit, Environmental Services
Wychavon District Council
Civic Centre
Queen Elizabeth Drive
Pershore
Worcestershire WR10 1PT

Phone 01386 565016
Fax 01386 561826
Web <http://www.wychavon.gov.uk/lic>
Email licensing@wychavon.gov.uk

