



Notes for Interested Parties

Licensing Act 2003 – Guidance Fact sheet

Interested parties are local residents, residents' associations, local businesses and trade groups for the purposes of the Licensing Act 2003. If you are considering making a representation (i.e. an objection) with regard to a licence application, please note the following points:

- The Licensing Act 2003 is based on 4 licensing objectives:
 - The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm
- Any representation relating to an application made under the Licensing Act 2003 **must** relate to a situation, which may impact upon one or more of the above licensing objectives. If your representation does not relate to one (or more) of the licensing objectives **it must be rejected**.

What is a relevant representation?

For example, if it was felt that a premises did not have sufficient control measures in place to prevent customers from disturbing local residents, then any one of the seven Responsible Authorities, or any interested parties, could make a representation.

Who are the “Responsible Authorities”?

These are organisations to whom the applicant must serve a copy of a new application or for variation of an existing premises licence or club premises certificate. These organisations are:-

Cumbria Constabulary
Cumbria Fire & Rescue Services
Environmental Protection Group, South Lakeland District Council
Planning Services, South Lakeland District Council (or Lake District National Park or Yorkshire Dales National park as appropriate)
Health and Safety, South Lakeland District Council
Social Services
Trading Standards

What happens if no relevant representation is made?

Where no relevant representations are made by Responsible Authorities or interested parties, the Licensing Authority must grant the licence application subject only to the mandatory conditions, and conditions or restrictions mentioned in the operating schedule.

- Any relevant representations must be made **in writing** to: The Licensing Manager, Licensing Section, South Lakeland District Council, South Lakeland House, Lowther St, Kendal, Cumbria, LA9 4UD
- Please note that very strict time limits apply to applications and representations. The Licensing Authority must receive any representation **within 28 days of the application** being made. Following this period the Licensing Authority has 10 working days (usually 2 weeks) to consider whether a hearing will be required. It may be necessary to contact you urgently to discuss your representation and therefore it would be appreciated if you could supply a daytime or mobile telephone number and/or your email address.
- Your representation must be in writing. You may find it useful to use the form overleaf but you are under no obligation to do so.

Please note that all representations are treated as public documents.

Representation Form



Interested Person/Body in the vicinity of the premises detailed below

Your Name/Company Name/Name of Body you represent.	
Postal and email address	
Contact telephone number	

Name of the premises you are making a representation about.	
Address of the premises you are making a representation about.	

Your representation must relate to one of the four Licensing Objectives. Please state yes or no.	Yes Or No	Please detail the evidence supporting your representation, or the reason for your representation. Please use separate sheets if necessary
The Prevention of harm to children		
To prevent Public Nuisance		
To prevent crime and disorder		
Public Safety		

Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account.	
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N.B If you do make a representation you will normally be expected to attend or be represented at a hearing of the application before the Licensing Sub Committee and at any subsequent appeal.

Signed:

Date:

Please return this form along with any additional sheets to: The Licensing Manager, Licensing Section, South Lakeland House, Lowther St, Kendal, Cumbria or email to licensing@southlakeland.gov.uk. This form must be returned within the statutory period. Please check with the Licensing Authority. Telephone: 01539 733333 Ext 7481 / 7484.