



Licensing Act 2003

Form of Representation by an Interested Party

Please be aware that this form may be viewed by the Applicant or by a representative of the Applicant. It may also be read out in public at the sub-committee hearing.

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 applications for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographic proximity to the premises. In addition, these persons may themselves seek a review of a premises licence. Any representations made by these persons must be 'relevant', in that the representation relates to one or more of the licensing objectives. It must also not be considered by the licensing authority to be frivolous or vexatious. In the case of applications for reviews, there is an additional requirement that the grounds for the review should not be considered by the licensing authority to be repetitive.

Whilst any of these persons may act in their own right, they may also request that a representative makes the representation to the licensing authority on their behalf. A representative may include a legal representative, a friend, a Member of Parliament or a local ward or parish councillor who can all act in such a capacity.

Please indicate in which capacity you are making this representation by ticking a box below:

- A person affected by the premises
- A body representing a person affected by the premises
- A person involved in a business affected by the premises
- A body representing a business affected by the premises

Representations are only relevant to an application if they relate to at least one of the four **Licensing Objectives** listed below:

- 1. The Prevention of Crime and Disorder**
- 2. Public Safety**
- 3. Prevention of Public Nuisance**
- 4. The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority.

In the case of a closure order issued by the Police, representations may be made during the seven days that follow relevant notice being given to the Local Authority by the Magistrates Court, starting on the day after the day the notice was received.

Please enter contact details of interested party below:

Name:	
Address:	
Postcode:	
Tel:	
Email:	

Please confirm name and address of person or business affected in the vicinity, if different from the address given above:

Name:	
Address:	
Postcode:	
Tel:	
Email:	

Please provide details of the application to which you wish to make a representation:

Name of Applicant:	
Address of Premises:	
Application Details:	

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant boxes:

The Prevention of Crime and Disorder

Public Safety

Prevention of Public Nuisance

The Protection of Children from Harm

Details of representation:

Please continue on separate sheet if necessary

Once the Licensing Section has received this form you will receive a written acknowledgment and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

Please tick this box if you consent to any notice of any hearing being sent to you to the e-mail address provided by you above (please note if any notice is sent to you by electronic means, you will also receive confirmation of the same in writing).

Please tick this box if you do not intend to attend or be represented at any hearing.

If you wish to withdraw any representations you may do so confirming this in writing to the address given below, providing you do so no later than 24 hours before the any hearing, or otherwise orally at the hearing.

Signed:

PRINT NAME:.....

Date:

Please return this form to the following address:

**Broxtowe Borough Council
Licensing Section
Public Protection Section
Chief Executive's Directorate
Council Offices
Foster Avenue
Beeston
Nottinghamshire
NG9 1AB**

Telephone 0115 917 3241

PRIVACY NOTICE

Broxtowe Borough Council collects personal information when you contact us for any services we provide. We will use this information to provide these services. We may need to share your information with service providers and other departments within Broxtowe Borough Council to ensure that you receive the best possible service. If so, this will be made clear in our privacy notice. We will not share your information with third parties for marketing purposes or any other reason unless required to do so by law.

For more information explaining how we protect and use your information please see our privacy policy at <https://www.broxtowe.gov.uk/about-the-council/communications-web-social-media/legal-privacy/>