



LICENSING ACT 2003 APPLICATION TO REVIEW A PREMISES LICENCE

GENERAL

A review may be called by any of the Responsible Authorities or any other person. A review must be relevant to one or more of the following licensing objectives:

- **The prevention of crime and disorder;**
- **Public Safety;**
- **The prevention of public nuisance; and**
- **The protection of children from harm.**

A licensing authority may reject the application for review if it is satisfied that the grounds for review are not relevant to one or more of the licensing objectives and can reject any ground for review if it considers it to be 'frivolous', 'vexatious' or a 'repetition'.

NOTIFICATION TO 'RESPONSIBLE AUTHORITIES'

As part of the application process, any person or body requesting a review must notify the holder of the premises licence or club premises certificate and each "responsible authority" of their request, by sending them a copy of the application, together with any accompanying documents, on the same day as the application is given to the licensing authority. Responsible authorities can then, if they wish, join or back up your application for review, or use the opportunity to make their own application for a review on different grounds. The licensing authority also has to advertise the review to enable other persons to join it.

The responsible authorities are: -

Licensing Authority	Fair Trading Officer (Licensing Enforcement) Caerphilly County Borough Council Public Protection Penallta House Tredomen park Ystrad Mynach Hengoed CF82 7PG
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Police	The Chief Officer of Police, fao The Licensing Officer Heddlu Gwent Police 'C' Divisional Headquarters Blackwood Road Pontllanfraith Blackwood NP12 2XA
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Fire	South Wales Fire & Rescue Service Headquarters Forest View Business Park Llantrisant CF72 8LX
Health & Safety	Senior Environmental Health Officer (Food & Health & Safety) Caerphilly County Borough Council Pontllanfraith House Pontllanfraith Blackwood NP12 2YW
Health & Safety (for premises owned by Caerphilly CBC)	Health & Safety Executive Government Buildings Phase 1 Ty Glas Road Llanishen Cardiff CF14 5SH
Planning	Chief Planning Officer Planning Division Caerphilly County Borough Council Pontllanfraith House Pontllanfraith Blackwood NP12 2YW
Environmental Health	Team Leader Pollution Control Caerphilly County Borough Council Public Protection Penallta House Tredomen park Ystrad Mynach Hengoed CF82 7PG
Trading Standards	Senior Trading Standards Officer (Community Protection Section) Caerphilly County Borough Council Public Protection Penallta House Tredomen park Ystrad Mynach Hengoed CF82 7PG

Protection of Children from Harm

Child Protection Co-ordinator
(on behalf of the Local Safeguarding Children Board)
Caerphilly County Borough Council
Penallta House
Tredomen Park
Ystrad Mynach
Hengoed CF82 7PG

Local Health Board

Dr. G. Richardson
Executive Director of Public Health –
Alcohol Licensing Lead
Aneurin Bevan Gwent Public Health Team
Victoria House
136-140 Corporation Road
Newport
NP19 0BH

DECISIONS THE LICENSING AUTHORITY CAN MAKE

Following the submission of the application, there is a 28-day period in which the Responsible Authorities and Other Persons may make representations. After the 28 days, a meeting of the Licensing and Gambling Sub-Committee will then be arranged, within 20 working days, in order to determine the application. All parties will then be invited to attend and will be notified, in writing, of the date, time and venue for the hearing.

At the hearing, the Sub-Committee must have regard to all the representations made and the evidence heard. It must take such steps as it considers necessary for the promotion of the licensing objectives and can:-

1. modify the conditions of the licence;
2. exclude a licensable activity from the scope of the licence;
3. remove the Designated Premises Supervisor;
4. suspend the licence for a period not exceeding 3 months;
5. revoke the licence.

The Sub-Committee may also decide that no action is necessary. All parties will be notified of the decision of the Sub-Committee, usually on the same day of the hearing, and will be notified in writing, as soon as possible after the day of the hearing. There is a right of appeal against the decision, to the Magistrates Court, within 21 days of receiving written notification of the decision.

