

Contact Details for Responsible Authorities

The table below contains the contact details for responsible authorities that must be notified when applications are made for certain licences under the Licensing Act 2003.

IMPORTANT: Copies of licence applications together with accompanying documents, if any, must be sent to all Responsible Authorities on the same day.

<p><u>Application to Vary a Premises Licence / Club premises Certificate</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documentation and appropriate fee</i>) • Police • Health and Safety Team • Nuisance Team • Planning • Safeguarding Children Board • Fire Authority • Trading standards • Primary Care Trust • Secretary of State - Home Office Immigration Enforcement 	<p><u>New Premises Licence / Club Premises Certificate</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documentation and appropriate fee</i>) • Police • Health and Safety Team • Nuisance Team • Planning • Safeguarding Children Board • Fire Authority • Trading standards • Primary Care Trust • Secretary of State - Home Office Immigration Enforcement
<p><u>Provisional Statement</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documentation and appropriate fee</i>) • Police • Health and Safety Team • Nuisance Team • Planning • Safeguarding Children Board • Fire Authority • Trading standards • Primary Care Trust • Secretary of State - Home Office Immigration Enforcement 	<p><u>New Personal Licence</u></p> <ul style="list-style-type: none"> • Licensing Authority only
	<p><u>Interim Authority Notice</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documents and appropriate fee</i>) • Police • Designated premises supervisor • Secretary of State - Home Office Immigration Enforcement
<p><u>Application for a review of a Premises licence (s51) / Club Premises Certificate (s87)</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documentation</i>) • Police • Health and Safety Team • Nuisance Team • Planning • Safeguarding Children Board • Fire Authority • Trading standards • Primary Care Trust • Secretary of State - Home Office Immigration Enforcement • Premises licence holder/club in whos name the application was made. 	<p><u>Transfer of Premises Licence</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documents and appropriate fee</i>) • Police • Secretary of State - Home Office Immigration Enforcement
	<p><u>Application to Vary a Premises Licence to Specify a Designated Premises Supervisor</u></p> <ul style="list-style-type: none"> • Licensing Authority (<i>original application documents and appropriate fee</i>) • Police • Existing Designated Premises Supervisor (if any)

<p>LICENSING AUTHORITY</p> <p>London Borough of Barnet Licensing Team Licensing Team, 2 Bristol Avenue Colindale London NW9 4EW</p> <p>T 020 8359 7443 E licensingadmin@barnet.gov.uk</p>	<p>FIRE AUTHORITY</p> <p>Fire Safety Regulation: North West Area 1 London Fire Brigade 169 Union Street London, SE1 0LL</p> <p>E FSR-AdminSupport@london-fire.gov.uk T 020 8555 1200 89170</p>
<p>PLANNING</p> <p>London Borough of Barnet Planning 2 Bristol Avenue Colindale London NW9 4EW</p> <p>E planning.licensing@barnet.gov.uk T 020 8359 3000</p>	<p>POLICE</p> <p>Barnet Borough Licensing Room 3.04 Charter Gate South Harrow Police Station 74 Northolt Road Harrow HA2 0DN</p> <p>T 020 8733 4195 E NWMailbox.LicensingBarnet@met.police.uk</p>
<p>HEALTH AND SAFETY TEAM</p> <p>Group Manager, Food 2 Bristol Avenue Colindale London NW9 4EW</p> <p>E environmentalhealth@barnet.gov.uk T 020 8359 7995</p>	<p>SAFEGUARDING CHILDREN BOARD</p> <p>Barnet's Safeguarding Children's Partnership 2 Bristol Avenue Colindale London NW9 4EW</p> <p>E bscp@barnet.gov.uk T 0208 359 4049</p>
<p>NUISANCE</p> <p>Noise Nuisance London Borough of Barnet Environmental Services 2 Bristol Avenue Colindale London NW9 4EW</p> <p>E nuisance@barnet.gov.uk T 020 8359 7995</p>	<p>TRADING STANDARDS</p> <p>London Borough of Barnet Trading Standards 2 Bristol Avenue Colindale London NW9 4EW</p> <p>E trading.standards@barnet.gov.uk T 020 8359 7443</p>
<p>PRIMARY CARE TRUST</p> <p>Dr Janet Djomba Public Health London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW</p> <p>E Janet.djomba@barnet.gov.uk</p>	<p>Home Office Immigration Enforcement</p> <p>Alcohol Licensing Team Lunar House 40 Wellesley Road Croydon CR9 2BY</p> <p>E Alcohol@homeoffice.gov.uk</p> <p>Only to be consulted with if applicant is applying as an individual</p>