

Responsible Bodies

All applications must be sent to the City Council at the following address

The Licensing Authority
Newcastle City Council
Public Safety and Regulation
Civic Centre
Newcastle upon Tyne
NE1 8QH

Applications for a Premises Licence, a Provisional Statement, a variation of a Premises Licence under Section 34, a Review under Section 51, a Club Premises Certificate, a Review under Section 87 or a variation of a Club Premises Certificate must also be sent to each of the following Responsible Bodies, together with accompanying documents.

1. The Chief Officer of Police

The Chief Constable
Northumbria Police Headquarters
Middle Engine Lane
Wallsend
Tyne and Wear
NE28 9NT

Applications should be addressed to

The Licensing Co-ordinator
Northumbria Police,
Eldon Square, Floor 1, Eldon Court, Percy Street
Newcastle upon Tyne
NE1 7JB

2. Fire Authority

The Chief Fire Officer
Tyne and Wear Fire and Rescue Service
Service Headquarters
Nissan Way
Barmston Mere
Sunderland
SR5 3QY

Applications should be addressed to

The Station Officer
Tyne and Wear Fire and Rescue Service
Fire Station
West Denton Way
Newcastle upon Tyne
NE5 2RB

3. Protection of Children from Harm

Local Safeguarding Children Board Co-ordinator
People Directorate
Newcastle City Council
Civic Centre
Newcastle upon Tyne NE1 8QH

4. Local Planning Authority

Assistant Director Planning
Development Management, Place Directorate
Newcastle City Council
Civic Centre,
Newcastle upon Tyne NE1 8QH

5. Enforcing Authority for Health and Safety at Work etc Act 1974

Applications should usually be addressed to

Public Safety and Regulation (Commercial Services Team)
Newcastle City Council
Civic Centre
Newcastle upon Tyne NE1 8QH

For applications in respect of premises inspected by the Health and Safety Executive

Health and Safety Executive
BP98 1YX
Alnwick House
Benton Park View
Newcastle-upon-Tyne NE98 1YX.

6. Authority responsible for preventing risk of pollution of environment or harm to human health

Public Safety and Regulation (Commercial Services Team)
Newcastle City Council
Civic Centre
Newcastle upon Tyne NE1 8QH

7. Local Weights and Measures Authority

Public Safety and Regulation (Trading Standards Service)
Newcastle City Council
Civic Centre
Newcastle upon Tyne NE1 8QH

8. Public Health

Director of Public Health
Newcastle City Council
Civic Centre
Newcastle upon Tyne NE1 8QH

9. Home Office Secretary of State (Home Office Immigration Enforcement)

Immigration Enforcement
Licensing Compliance Team (LCT)
2 Ruskin Square
Dingwall Road
Croydon
CR0 2WF

E mail: alcohol@homeoffice.gsi.gov.uk

10. In relation to Vessels

The Navigation Authority (within the meaning of Section 22(1) of the Water Resources Act 1991 having functions in relation to the waters where the vessel is usually moored or berthed or any waters where it is, or is proposed to be, navigated at a time when it is used for licensable activities), the Maritime and Coastguard Agency, British Waterways Board, or the Environment Agency*.

Sea Going Vessels

Maritime and Coastguard Agency
Newcastle Marine Office
Compass House
Unit 1 Tyne Dock
South Shields NE34 9PY

River Tyne or Ouseburn Based Vessels

Port of Tyne Authority
Maritime House
Tyne Dock
South Shields
Tyne and Wear NE34 9PT

**Please note there are no British Waterways Board owned canals or navigable rivers where British Waterways is the navigation authority in Newcastle upon Tyne. The Environment Agency is not the navigation authority for navigable parts of the River Tyne or Ouseburn.*