

## **Licensing Act 2003 Guidance: Designated Premises Supervisor (DPS)**

### **Introduction**

A DPS is the person identified as such for a particular premises who is named on the premises licence. Any premises where alcohol is supplied under a premises licence must have a DPS. They will be named in the operating schedule for any premises with a premises licence. The DPS will not necessarily be the premises licence holder, although this may sometimes be the case. It is expected that they will be the point of contact for the premises at all times for licensing authorities, or the police or fire services if problems occur at the premises. The DPS does not have to be on the premises at all times when alcohol is served but it will be expected that the DPS will spend a significant amount of time on the premises. What will be essential is that the DPS is contactable; particularly should problems arise with the premises.

Any application for a premises licence must also include a form of consent given by the individual whom the applicant wishes to have specified in the premises licence as the DPS.

### **A DPS at more than one premises at the same time**

A person can be the DPS of more than one premises at the same time but there may only be one DPS for any one premises. The only requirement for being a DPS is that the individual concerned must be the holder of a personal licence. This ensures that where the activities concern the supply of alcohol there is a person associated with the premises who has an understanding of the social issues and potential problems associated with the sale of alcohol.

### **Objections to the specified DPS**

The chief officer of police only will be able to make representations about the specification of any DPS if he feels, in the exceptional circumstances of the case, that the crime prevention objective could be undermined by that specification. This could include fears that the DPS would not be able to fulfil the responsibilities in respect of the crime prevention objective for more than one premises at the same time. Where the chief officer of police makes representations about the DPS, the licensing authority must hold a hearing to consider them (unless all parties agree that this is unnecessary). As a result of the consideration of the representations, the licensing authority will refuse to specify the DPS if it considers it necessary for the promotion of the crime prevention objective to do so.

### **A DPS leaves his employment**

The DPS must inform the relevant licensing authority if he or she wishes to be removed as DPS. Within 48 hours of the notice being given to the licensing authority, the individual must also give the premises licence holder a copy of the notice sent to the licensing authority.



The DPS must also send a notice directing the licence holder to send the premises licence to the relevant licensing authority or if that is not practicable, a statement of the reasons for the failure to provide the licence within 14 days of receiving the notice.

If the holder fails to comply with the direction he will commit an offence.

The advice in this document should not be regarded as a definitive statement of the law – you are advised to seek your own legal advice. You can contact the Licensing Section by email at [licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk) .