

Licensing Administration

SERVICE
STANDARDS

Our services

The Licensing Authority issues and updates licences for selling alcohol, gambling and so on. We also inspect licensed premises to make sure they are meeting the conditions of their licences.

When we receive an application for a licence, we will follow a legal consultation process to make relevant people (such as the police or local residents) aware of the application and review any feedback before deciding whether to issue the licence.

Our promise

New licences and making changes to existing licences

- We will deal with new applications for licences on the day we receive them.
- We will make sure we consult the relevant people on the applications for a period of 28 days. The person who has applied for the licence must place the notice within their premises and in the local newspaper.
- If there are no objections to a licence application, we will approve it.
- If we receive objections to a licence application, we will put the application before a licensing subcommittee within 20 days of the consultation period ending.
- We will tell everyone involved the date of the licensing subcommittee at least 10 days before the hearing.
- We will tell everyone involved the outcome of the hearing within five days.
- We will provide advice on the correct approach for making changes (known as 'variations') to existing licences.

Licence reviews

- We will deal with applications for licence reviews within one day of receiving your application.

We will not do the following.

- We will not take sides on any application, as we have a legal duty to be neutral.
- As part of the legal process, if we do not receive any objections to a licence application, we must approve it.
- We will not provide legal advice.



How you can help us

- We would like to hear from you if you have any questions about alcohol and entertainment licensing.
- We welcome your views about our service. Please tell us how you think we can improve.

Find out more

For more information on what enforcement action we can take, please see the 'Enforcement Response Service' service standards and our information sheet 'Licensing: Enforcement Powers'.

- The fees we charge for licence applications are set by the Government or by us to cover our costs. You can find our licence fees at www.haringey.gov.uk/a_to_z_of_licences.htm.

Phone: 020 8489 8232

Emergencies out of office hours: 020 8348 3148 (between 5pm and 8.45am)

Website: Our website has a list of current licence applications. To download a licence application form and find out what supporting documents you need to provide as part of your application, go to www.haringey.gov.uk/licensing.

Address: Licensing Enforcement
Frontline Services
Haringey Council
Units 271-272
Lee Valley Technopark
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E-mail: licensing@haringey.gov.uk

