



**ST HELENS**  
BOROUGH COUNCIL

## **Licensing Act 2003 - Responsible Authorities**

### **Completed applications should be sent to:**

#### **The Licensing and Land Charges Manager**

Licensing and Land Charges Unit  
Wesley House  
Corporation Street  
St Helens  
WA10 1HF

Telephone: 01744 676770 e-mail: [generallicensing@sthelens.gov.uk](mailto:generallicensing@sthelens.gov.uk)

Applicants are also required to send notice to the 'responsible authorities' as detailed below. If the application is submitted electronically the Licensing Authority is required to carry out this procedure.

'Responsible authority' as defined by the Licensing Act 2003 and amended by the Police Reform and Social Responsibility Act 2011 include the following: -

#### **Merseyside Police:**

Police HQ  
Licensing Unit  
2<sup>nd</sup> Floor  
15 Cazneau Street  
Liverpool  
L3 3AN  
Telephone: 0151 777 4619  
Email: [Licensing.Unit@merseyside.pnn.police.uk](mailto:Licensing.Unit@merseyside.pnn.police.uk)

#### **Merseyside Fire and Rescue Service:**

Merseyside Fire & Rescue Authority  
St Helens & Knowsley Community Fire Protection  
Belle Vale Fire Station  
Childwall Valley Road  
Liverpool  
L25 2PY  
Telephone: 0151 296 6570  
Email: [protectionlicencessthelensandknowsley@merseyfire.gov.uk](mailto:protectionlicencessthelensandknowsley@merseyfire.gov.uk)

#### **Body responsible for the protection of children from harm:**

##### **Safeguarding Unit**

St. Helens Council  
Atlas House  
Corporation Street  
St. Helens  
WA10 1DY  
Telephone: 01744 671252  
Email: [safeguardingunit@sthelens.gov.uk](mailto:safeguardingunit@sthelens.gov.uk)

**The local authority with responsibility for public health:  
Head of Public Health Commissioning**

Public Health  
St.Helens Council  
Atlas House  
Corporation Street  
St.Helens  
WA10 1LD  
Telephone: 01744 671046  
Email: publichealth@sthelens.gov.uk

**The local authority with responsibility for the Health and Safety at Work etc Act  
1974 (Environmental Health):**

**The local authority with responsibility for environmental health and pollution  
(Environmental Health): and**

**The local weights and measures authority (Trading Standards)**

**Director of Environmental Protection:**

Environmental Protection Department  
St.Helens Council  
Wesley House  
Corporation Street  
St.Helens  
WA10 1HF  
Telephone: 01744 676338  
Email: environmentalhealth@sthelens.gov.uk

**Note:** When notifying the Director of Environmental Protection, please ensure that you provide 3 copies marked for (a) Environmental Health (Health & Safety), (b) Environmental Health (Pollution) and (c) Trading Standards.

**Local Planning Authority:**

Head Of Planning  
Development Services  
Urban Regeneration & Housing Department  
PO Box 512  
St. Helens  
WA10 9JX  
Telephone: 01744 676176  
Email: planning@sthelens.gov.uk

**The Licensing Authority:**

Licensing and Land Charges Unit  
St.Helens Council  
Wesley House  
Corporation Street  
St.Helens  
WA10 1HF  
Telephone: 01744 676770  
Email: generallicensing@sthelens.gov.uk

**Alcohol Licensing Team**

Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY  
Email: alcohol@homeoffice.gsi.gov.uk

In certain circumstances the following may also need to be served with a copy of the application:-

**Relevant neighbouring local authority**

**Relevant navigation authority**

**The Environment Agency**

**British Waterways Board**

**The Secretary of State.**

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