

## **Appendix 2**

### Responsible Authorities

There are a number of “Responsible Authorities”. These have been designated by the Government. All new (including time limited) and variation applications have to be sent to the responsible authorities. If you are not sure you will need to check which organisation is responsible for health and safety before you send off your forms.

- (a) **The Chief Officer of Police** for any Police area in which the premises are situated:  
Metropolitan Police Service  
Licensing Unit  
Bethnal Green Police Station  
12 Victoria Park Square  
London E2 9NZ

**Tel:** 020 7161 8793 **Email:** [HT-LicensingOffice@met.police.uk](mailto:HT-LicensingOffice@met.police.uk)

- (b) **The Fire Authority** for any in which the premises are situated –  
London Fire Brigade  
Fire Safety Regulation Helpdesk  
169 Union Street  
London SE1 0LL

**Tel:** 020 8555 1200 **Email:** [FSR-AdminSupport@london-fire.gov.uk](mailto:FSR-AdminSupport@london-fire.gov.uk)

- (c) The enforcing Authority within the meaning given by Section 18 of the Health and Safety at work etc. Act 1974 and the local Weights and Measures Authority (within the meaning for section 69 of the Weights and Measures Act 1985) for any area in which the premises are situated –

- i.) **Health and Safety**  
London Borough of Tower Hamlets  
Environment Health and Trading Standards  
John Onslow House  
1 Ewart Place  
London E3 5EQ

**Tel:** 020 7364 5008 **Email:** [Healthand.Safety@towerhamlets.gov.uk](mailto:Healthand.Safety@towerhamlets.gov.uk)

**OR**

- ii.) Health and Safety Executive  
Field Operations Division  
4<sup>th</sup> Floor, North Wing,  
Rose Court, 2 Southwark Bridge  
London SE1 9HS

**Tel:** 020 7556 2100 **Email:** [Formsadmin.London@hse.gov.uk](mailto:Formsadmin.London@hse.gov.uk)

**OR**

iii.) Maritime Coastguard Agency  
Marine Office  
Central Court  
1B Knoll Rise  
Orpington, Kent  
BR6 0JA

Tel: 0168 9890400

**AND**

iv.) **Local Weights and Measures Authority**  
Trading Standards  
Administration Section  
John Onslow House  
1 Ewart Place  
London E3 5EQ

**Tel:** 020 7364 5008 **Email:** [Trading.Standards@towerhamlets.gov.uk](mailto:Trading.Standards@towerhamlets.gov.uk)

*\* Each licensee should know which Authority is responsible for their Health and Safety – a copy of the application should be sent to the relevant Authority.*

(d) The local **Planning Authority** within the meaning given by the Town and Country Planning Act 1990 (c.8) for any area in which the premises are situated:

**Planning Department**  
London Borough of Tower Hamlets  
Mulberry Place  
5 Clove Crescent  
London E14 2BG

**Tel:** 020 7364 5009 **Email:** [Development.Control@towerhamlets.gov.uk](mailto:Development.Control@towerhamlets.gov.uk)

(e) The local Authority by which statutory functions are exercisable in any area in which the premises are situated in relation to minimising or preventing the risk of **Pollution** of the environment or of harm to human health –

**Environmental Protection**  
London Borough of Tower Hamlets  
Administration Section  
John Onslow House  
1 Ewart Place  
London E3 5EQ

**Tel:** 020 7364 5007 **Email:** [Environmental.Health@towerhamlets.gov.uk](mailto:Environmental.Health@towerhamlets.gov.uk)

- (f) A body which:
- i.) Represents those who, in relation to any such area, are responsible for, or interested in, matters relating to the **protection of children** from harm; and
  - ii.) Is recognised by the Licensing Authority for that area for the purposes of this section as being competent to advise it on such matters

**Child Protection**

Multi Agency Safeguarding Hub (MASH)  
4<sup>th</sup> Floor  
Mulberry Place  
5 Clove Crescent  
London E14 2BG

Tel: 020 7364 3444 Email: [mash@towerhamlets.gov.uk](mailto:mash@towerhamlets.gov.uk)

(g) **Public Health**

Dr Somen Banerjee  
Interim Director of Public Health Tower Hamlets  
4th floor  
5 Clove Crescent  
London E14 2BG

Tel: 020 7364 7014 Email: [Somen.banerjee@towerhamlets.gov.uk](mailto:Somen.banerjee@towerhamlets.gov.uk)

- (h) For applications that include the Sale of Alcohol and Late Night Refreshment;

**Home Secretary (Home Office Immigration Enforcement)**

Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon CR9 2BY

**Email:** [alcohol@homeoffice.gsi.gov.uk](mailto:alcohol@homeoffice.gsi.gov.uk)