



Occasional Licence

Licensing (NI) Order 1996

Article 30

The role of the Police Service of Northern Ireland



Occasional Licence

- An Occasional Licence is required if intoxicating liquor is to be sold/consumed at an event.

The event must be one of an occasional nature which is organised by any body established for social, charitable or benevolent purposes or for furthering the common interests of persons associated with any trade, profession, educational or cultural activity, game or sport.

Licensing (NI) Order 1996, Article 30(6)





An Occasional Licence will not...

Authorise the sale of intoxicating liquor:

For consumption **off** the premises.

At any time outside the specified hours.

On Christmas Day, Easter Day or Good Friday.

Otherwise than as an ancillary to a function to be held under auspices of the Occasional Licence.

Where the applicant is the holder of a 'Restaurant' licence, otherwise than as ancillary to a main table meal.



Applicant

A Licensee from a

Public House

Restaurant (providing if the event is supplying a main table meal)

A Hotel.



Steps to be taken prior to the application

The applicant should ensure that the proposed event would qualify for an Occasional Licence. Thus the following proofs should be considered:

- (a) Details of the body organising the function/event.
- (b) Names and addresses of each of the persons in personal charge of the function
- (c) The nature of the function.
- (d) Premises in which the function is to be held.
- (e) Hours during the function is to be held.
- (f) An Entertainment Licence, if needed, has been sought.



Statement of Organisers

The applicant must also attach to the notice and copy notices a written statement made by the body organising the function. It must be signed by an officer of that body and set out:

- The name and purpose of the body.
- The nature of the function
- The premises in which the function is to be held
- The times during which the function will be held
- The names and addresses of each of the persons to be in personal charge of running the function.

- Police would also request a detailed plan of the location of the area to be licensed (if outdoor).
- If in an indoor location, exact details of the area to be licensed.



Commencement of Proceedings

The applicant must serve notice of application upon:

- The Clerk of Petty Sessions
- The District Commander of the Police District in which the place or premises are situated
- The District Council for the district in which the place or premises are situated.
- The notice must be in MCLR Form 10.



Objections to the Application

An objection may be lodged by the following who may also wish to appear at the hearing:

The District Commander of the Police (or any other member of the PSNI nominated by him)

The District Council in which the event is situated.

Any person who has previously registered a “caution”.



A “caution” may be served on the relevant Police District Commander at any time and it requires him to notify the cautioner of any future applications.

A copy of the caution must also be served on the person to whom the Occasional Licence was granted.

It may be served by any person owning, or residing, or carrying on a business in, premises in the vicinity of the specified place.



The Grounds for Objection

(a) Functions held at the place or premises to which the application relates have been conducted so as to cause undue inconvenience to persons residing in the vicinity of that place or, as the case may be, those premises.

(b) There was non-compliance with terms and conditions imposed under the Licensing Order in respect of a previous Occasional Licence in respect of that place or those premises.

The PSNI may bring any concerns in relation to the event to the Court Service.



Any Questions?