

APPENDIX A

SPECIFIC DELEGATIONS FOR THE LICENSING FUNCTIONS

MATTER TO BE DEALT WITH	FULL COMMITTEE	SUB-COMMITTEE	OFFICERS
Application for personal licence		If a police objection is made and not withdrawn	If no objection
Application for personal licence, with unspent convictions		All cases	
Application for Premises Licences/Club Premises Certificate		If a relevant representation is made and not withdrawn	If no relevant representation
Application for provisional statement		If a relevant representation is made and not withdrawn	If no relevant representation
Application to vary Premises Licences/Club Premises Certificate		If a representation is made and not withdrawn	If no representation
Application to vary Designated Premises Supervisor		If a police objection is made and not withdrawn	All other cases

MATTER TO BE DEALT WITH	FULL COMMITTEE	SUB-COMMITTEE	OFFICERS
Application for transfer of Premises Licences		If a police objection is made and not withdrawn	All other cases
Application for an interim authority notice where the Licence holder dies, becomes mentally incapable, becomes insolvent or, is no longer entitled to work in the UK		If a police objection is made and not withdrawn	All other cases
Application to review Premises		All cases	

Licences/club premises registration			
Decision on whether a complaint is irrelevant, frivolous, vexatious, etc.			All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of an objection to a temporary event notice		If a representation is made and not withdrawn	
Application for a minor variation			All cases

MATTER TO BE DEALT WITH	FULL COMMITTEE	SUB-COMMITTEE	OFFICERS
Application to remove the requirement for a Designated Premises Supervisor and personal licence at a community premises			All cases
Decision to make, vary or revoke an Early Morning Restriction Order	Yes		
Decision to publish a cumulative impact assessment	Yes		
Hearing and determining applications for a Hackney Carriage and Private Hire Vehicle Driver's Licence or Private Hire Operator's Licence Including applications to renew any such licence		Where Officers have material concerns as to whether the applicant is a "fit and proper" person to hold such licence	All other cases

To grant delegated authority to officers to suspend or revoke Hackney Carriage or Private Hire Driver's Licences when required to do so with immediate effect to ensure public safety			All cases
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APPENDIX B

TABLE OF DELEGATIONS OF LICENSING FUNCTIONS- GAMBLING ACT 2005

MATTER TO BE DEALT WITH	FULL COMMITTEE	SUB-COMMITTEE	OFFICERS
Three-year licensing policy	Yes		
Policy not to permit casinos	Yes		
Fee Setting - when appropriate	Yes		
Application for premises licences		If a relevant representation is made and not withdrawn	If no relevant representation
Application for a variation to a licence		If a relevant representation is made and not withdrawn	If no relevant representation
Application for a transfer of a licence		If a relevant representation is made and not withdrawn	If no relevant representation
Application for a provisional statement		If a relevant representation is made and not withdrawn	If no relevant representation
Review of a premises licence		Yes	
Application for club gaming /club machine permits		If a relevant representation is made and not withdrawn	If no relevant representation
Cancellation of club gaming/ club		If a relevant representation is made and not withdrawn	If no relevant representation

machine permits			
Applications for other permits		If a relevant representation is made and not withdrawn	If no relevant representation
Cancellation of licensed premises gaming machine permits		If a relevant representation is made and not withdrawn	If no relevant representation
Consideration of temporary use notice		If a relevant representation is made and not withdrawn	If no relevant representation
Decision to give a counter notice to a temporary use notice		If a relevant representation is made and not withdrawn	If no relevant representation
Determination as to whether a person is an Interested Party			All case
Determination as to whether representations are relevant			All cases
Determination as whether a representation is frivolous, vexatious, or repetitive			All cases

APPENDIX C

List of Proper Officers (and Designated Posts)

The Statutory and Proper Officers – Designated Posts and authorised deputies

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