

## Appendix

### Licensing Committee 26 January 2005. Recommended delegation of Licensing Act Functions:

Matter to be dealt with	Full Committee	Sub Committee	Officers*
Application for personal licence		If a police objection	If no police objection
Application for premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application for provisional statement		If a relevant representation made	If no relevant representation made
Application to vary premises licence/club premises certificate		If a relevant representation made	If no relevant representation made
Application to vary designated premises supervisor		If a police objection	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection	All other cases
Applications for interim authorities		If a police objection	All other cases
Application to review premises licence/club premises certificate		All cases where relevant representation made	In all other cases in consultation with a sub-committee chairman as appropriate
Decision on whether a representation is irrelevant frivolous vexatious etc.			All cases, in consultation with a sub-committee chairman as appropriate
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of a police objection to a temporary event notice		All cases	

(b) Other delegations:

Matter to be dealt with	Full Committee	Sub Committee	Officers
Extension of time limits under the Hearings Regulations (Reg. 11)		In cases where the sub-committee is conducting a hearing	All other cases
Appointment of "standing" chairmen of sub-committees.	All appointments		
Appointment of members to serve on a licensing sub-committee.			All appointments (Assistant Director for Strategy and Democracy)

\*Officers. Delegation is to the Environmental Health Manager (unless a different officer is specified)