

SCHEDULE 2

Table 1 – Licensing Act 2003 applications

Matter to be Dealt With	Strategic Committee	Sub-Committee	Officers
Application for Personal Licence		If a police objection	If no objection made
Application for Personal Licence with unspent convictions		If a police objection	If no objection made
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
Application for Interim Authorities		If a police objection	All other cases
Application to review Premises Licence/Club Premises Certificate		All cases	
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 police objections to a Temporary Event Notice		All cases	
Request to review a licence from a responsible authority or an interested		Where the request is not frivolous,	

party, so long as it, the request will be referred to the appropriate Committee for determination.		vexatious or repetitious	
Power to determine that a request to review a licence is frivolous, vexatious or repetitious			Licensing Officer

Table 2 - Gambling Act delegations

Matter to be dealt with	Strategic Committee	Sub-Committee	Officers
Final approval of three year licensing policy	X		
Policy not to permit casinos	X		
Fee setting (When appropriate)			X
Application for Premises Licences		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a Variation to a licence		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a Transfer of a licence		Where representations have been received from the Commission	Where no representations received from the Commission.
Application for a Provisional statement		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Review of a premises licence		X	
Application for club gaming/ club		Where objections have been made	Where no objections made/objections

machine permits		(and not withdrawn)	have been withdrawn
Cancellation of club gaming/ club machine permits		X	
Application for gaming machine permit for more than 2 machines in an alcohol licensed premises		Where objections have been made (and not withdrawn)	Where no objections made/objections have been withdrawn
Application for other permits			X
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	

Determination of representation that is vexatious, frivolous or will not influence the decision made			Assistant Chief Executive Legal and Democratic Services
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X Indicates at the lowest level to which decisions can be delegated.