

APPENDIX B

Recommended delegation of functions

Matter to be dealt with	Sub Committee	Officers
Application for personal Licence	If a police objection	If no objection made
Application for personal licence with relevant unspent convictions	All cases	
Application for premises licence/club premises certificate	If a relevant representation made	If no relevant representation made
Application for provisional statement Application to vary premises licence/club premises certificate	If a relevant representation made If a relevant representation made	If no 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 Application for transfer of premises licence	If a police objection	All cases All other cases
Applications 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

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Matter to be dealt with	Sub Committee	Officers
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	

A relevant representation is one which relates to the likely effect of the grant of the licence on the promotion of at least one of the four licensing objectives specified in the Act.