

Appendix 5a – Delegation of Functions

Matter to be dealt with	Full Council	Licensing Panels	Officer delegation The Head of Legal and Democratic Services
Three year licensing policy	All cases		
Policy not to permit casinos	All cases		
Application for a premises licence		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for variation to a licence		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn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 have been 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Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn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 premises licence		All cases	
Application for club gaming/club machine permits		Where objections have been made and not withdrawn	Where no objections have been made/objections have been withdrawn
Cancellation of club gaming/club machine permits		All cases	
Applications for other permits			All cases
Cancellation of licensed premises gaming machine permits			All cases
Consideration of a temporary use notice			All cases
Decision to give a counter notice to a temporary use notice		All cases	