

Scheme of Delegation for Licensing

Licensing Functions delegated to the Corporate Director of Public Protection, Streetscene and Community and such Officers as the Director may nominate to be exercised in accordance with any criteria approved by the Licensing and Public Safety Committee.

Functions in respect of hackney carriage and private hire licenses

Authority to grant or renew Hackney Carriage Vehicle and Driver licenses and Private Hire Vehicle, Driver and Operator licenses.

Authority to suspend any Private Hire or Hackney Carriage Vehicle or Driver's Licence or Private Hire Operator's License for a period not exceeding two months.

Authority to refuse an application for grant or renewal for a Private Hire or Hackney Carriage Vehicle Licence in consultation with the Chair/Vice Chair of Licensing.

Following consultation with the Chair and Vice-Chair of the Licensing and Public Safety Committee, authority to grant exemptions on medical grounds from the requirement under the Disability Discrimination Act 1995 for hackney carriage and private hire drivers to carry guide, hearing or other assistance dogs.

Functions under the Licensing Act 2003

Authority to grant personal licence applications made under section 117 of the Licensing Act 2003 where no police objections made.

Authority to grant premises licence applications made under section 17 of the Licensing Act 2003 where no relevant representations made.

Authority to grant applications to vary premises licence applications made under section 34 of the Licensing Act 2003 where no relevant representations are made.

Authority to grant club premises certificate applications made under section 71 of the Licensing Act 2003 where no relevant representation made.

Authority to grant applications to vary club premises certificates made under section 84 of the Licensing Act 2003 where no representations are made.

Authority to grant provisional statement applications made under section 29 of the Licensing Act 2003 if no relevant representations made.

Authority to grant applications to vary designated premises supervisor made under section 37 of the Licensing Act 2003.

Authority to grant requests from a person to be removed as designated premises supervisor under the provisions of section 41 of the Licensing Act 2003.

Authority to grant applications for transfer of premise licence made under section 42 of the Licensing Act 2003 where no relevant representations made.

Authority to grant applications for interim authorities made under section 47 of the Licensing Act 2003 where no relevant representations made.

Authority to determine whether a complaint is irrelevant frivolous or vexatious etc under the provisions of sections 18,31, 35, 72,84 and 88 of the Licensing Act 2003.

Authority to grant/renew Section 34 permits for up to two machines in alcohol licensed premises.

Authority to grant/renew Section 16 Lotteries and Amusements Act 1976 permits in alcohol licensed premises.

Authority to change permit holders name as a result of conversion of Justices Licence/Premises Licence.

Authority under the Licensing Act 2003 to grant/renewal of Section 34 permits for up to two AWP machines.

Authority under the Licensing Act 2003 to grant/renewal of Section 16 permits – alcohol licence permits.

Authority under the Licensing Act 2003 to change of name as a result of conversion of Justices Licence/Premises Licence.

Functions under the Gambling Act 2005

Power to serve notification of Intention to consider removal of exemption order under section 284.

Authority to determine applications for a premises licence (Including applications for reinstatement) where no representations have been received which have not been withdrawn.

Authority to determine applications for a variation to a licence where no representations have been received which have not been withdrawn

Authority to determine applications for a transfer of a licence where no representations from the Gambling Commission have been received which have not been withdrawn

Authority to determine application for a transfer of a licence where no representations have been received which have not been withdrawn

Authority to determine application for a provisional statement where no representations have been received which have not been withdrawn

Authority to determine applications for club gaming/club machine where no representations have been received which have not been withdrawn

Authority to determine applications for other permits

Authority to give consideration to temporary use notices

Power to serve notification of Intention to consider removal of exemption order section 284

Power to make representations from Licensing Authority on any applications as a Responsible

Authority under section 161 Gambling Act 2005 (power to be exercised also by any other authorised officer)

Power to impose of conditions upon licences where no dispute between Applicant and Responsible Authorities

Authority to exercise the power of the Licensing Authority, as a Responsible Authority to request a review

Power to determine representations which are vexatious, frivolous or will certainly not influence the Authority's determination of the Application (power to be exercised also by the Head of Service or delegated substitute)

Power to authorise officers for the purpose of the Gambling Act 2005

All powers in respect of administration of small society Lotteries except the power to refuse or revoke a license.

Power to attach a condition to a premises licence in accordance with section 169 (a) (power to be exercised also by any other authorised officer)

Authority under section 193 of the Gambling Act 2005 to revoke the licence where the holder of the premises licence has failed to pay the annual fee.

Authority under Schedule 13 of the gambling Act 2005 to cancel gaming machine permits for a licensed premises where the holder of the premises licence has failed to pay the annual fee.

Other Licensing Functions

Authority to grant or refuse applications for street collection permits. In any case where the applicant is not a registered charity and there are exceptional reasons why consent should be granted this power may only be exercised following consultation with the Chair and Vice Chair of the Licensing Committee.

Authority to grant or refuse applications for licences under the House to House Collections Act 1939.

The power to register Second Hand Goods Dealers

The power to register Motor Salvage Operators and to serve notices of proposed refusal or cancellation.

The power to grant or issue any other licences or permits under a function which is the responsibility of the Council and is not specifically delegated to any other officer of the Council.