

## **SPECIFIC FUNCTIONS**

### **LICENSING FUNCTIONS**

	<b>FUNCTION</b>	<b>EXERCISED BY</b>
(1)	Hackney carriage fares and numbers	Public Protection Cttee
(2)	Power to grant, renew and transfer hackney carriage licences, drivers' licences and interior advertising on cabs  Power to suspend licences  Power to refuse or revoke licences	Chief Executive or Public Protection Cttee  Chief Executive or Head of Business Improvement, Central Services and Partnerships Regeneration and Development Chief Executive  Chief Executive
(3)	Power to approve applications for private hire vehicles, drivers' licences and operators' licences  Power to suspend licences  Power to refuse or revoke licences	Chief Executive or Public Protection Committee  Chief Executive or Head of Business Improvement, Central Services and Partnerships  Public Protection Cttee
(4)	Power to authorise prosecution under the Town Police Clauses Act 1847, S.45 – illegal plying for hire and to take any action under the Local Government (Misc.Provisions) Act 1976	Chief Executive or Executive Director (Regeneration and Development)
(5)	To exercise the functions of the licensing authority under the Licensing Act 2003 other than the adoption of the Statement of Licensing Policy	Licensing Committee
(6)	Power to authorise officers to exercise the rights of an 'authorised person' under the Licensing Act 2003 as amended	Chief Executive or Executive Director (Regeneration and Development) or Head of Environmental Health Services
(7)	To determine applications for a premises licence, club premises certificate, personal licence, provisional statements, variations, transfers, removal of designated premises	Chief Executive

	supervisor and all other applications made under the Licensing Act 2003 where no representations have been received	
(8)	To authorise prosecutions for offences under the Licensing Act 2003	Licensing Committee or Chief Executive in consultation with the Chair of Licensing Committee
(9)	To determine applications under the Licensing Act 2003 where representations are received	Licensing Committee/ Licensing Sub-committee
(10)	To make Closure Orders under the Licensing Act 2003 in respect of licensed premises	Chief Executive and Environmental Health Officers authorised in writing
(11)	Licensing of sex establishments	Licensing Committee
(12)	Objections to grant or renewal of club registration certificates and Justices' licences	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(13)	Charitable collection permits	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(14)	Registration of societies – small lotteries	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(15)	Permits for amusements with prizes	Chief Executive or Head of Business Improvement, Central Services and Partnerships
(16)	Track betting licences	Public Protection Cttee
(17)	Power to authorise the institution of proceedings in respect of contravention of the legislation within the above terms of reference	Public Protection Cttee
(18)	Approval of advertisements on hackney carriage vehicles (Resolution 984/97)	Head of Business Improvement, Central Services and Partnerships
	<u>Gambling Act 2005</u>	
(19)	To exercise the functions of the licensing authority under the Gambling Act 2005 other than the adoption of the Statement of Gambling Policy	Licensing Committee
(20)	To issue a Statement of Gambling Policy	Full Council
(21)	Determination of application for premises licence where representations made	Licensing Committee or Licensing Sub-committee

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(22)	Determination of application for a variation of premises licence where representations made and not withdrawn	Licensing Committee or Licensing Sub-committee
(23)	Determination of application to transfer premises licence where Gambling Commission makes a representation	Licensing Committee or Licensing Sub-committee
(24)	Determination of provisional statement where representations made and not withdrawn	Licensing Committee or Licensing Sub-committee
(25)	Review of a premises licence	Licensing Committee or Licensing Sub-committee
(26)	Power to issue a 'no casino' resolution	Full Council
(27)	Power to delegate fee setting levels	Full Council
(27)	Power to set fees where delegation enacted	Licensing Committee
(29)	Determination of application for premises licence, variation, transfer or provisional statement where no representations received	Head of Business Improvement, Central Services and Partnerships
(30)	Determination of application for temporary use notice where objection notice served	Licensing Sub-committee
(31)	Issuing an objection notice under S.221	Head of Business Improvement, Central Services and Partnerships
(32)	Issue of counternotice under S.244	Head of Business Improvement, Central Services and Partnerships
(33)	Power to issue family entertainment centre gaming machine permit (Schedule 10)	Head of Business Improvement, Central Services and Partnerships
(34)	Power to issue single machine supply and maintenance permit S.250	Head of Business Improvement, Central Services and Partnerships
(35)	Power to issue a club gaming permit S.271	Head of Business Improvement, Central Services and Partnerships
(36)	Power to issue a club gaming machine permit S.273	Head of Business Improvement, Central Services and Partnerships
(37)	Power to issue licensed premises gaming machine permit S.283	Head of Business Improvement, Central Services and Partnerships
(38)	Power to issue prize gaming permit S.289	Head of Business Improvement, Central Services and Partnerships
(39)	Refusal and/or revocation of a registered lottery (Schedule 11)	Licensing Sub-committee
(40)	Power to refuse a family entertainment centre gaming machine permit, single machine supply and maintenance permit, club gaming permit,	Licensing Sub-committee

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	club gaming machine permit, licensed premises gaming machine permit and prize gaming permit	
(41)	Appointment of authorised officers S.304(2)(b)	All Executive Directors
(42)	Power of inspection for compliance S.305	Executive Director (Regeneration and Development) or Head of Housing and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(43)	Power of inspection for gambling S.307	Executive Director (Regeneration and Development) or Head of Environmental Health Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(44)	Power of inspection of family entertainment centres S.309	Executive Director (Regeneration and Development) or Head of Environmental Health Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(45)	Power of inspection of alcohol licensed premises providing gaming S.310	Executive Director (Regeneration and Development) or Head of Environmental Health Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(46)	Power of inspection of premises with a prize gaming permit	Executive Director (Regeneration and Development) or Head of Environmental Health Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing

(47)	Power of inspection of a licensed premises for the purposes of applications and reviews S.313	Executive Director (Regeneration and Development) or Head of Environmental Health Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(48)	Powers of inspection of lotteries: registered societies S.314	Executive Director (Regeneration and Development) or Head of Environmental Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(49)	Where there are no questions relating to the suitability of the applicant, authority to grant applications received under the Scrap Metal Dealers Act 2013  Scrap Metal Dealers Act 2013 Powers of inspection of premises and also to include sections 10 to 16	Executive Director (Regeneration and Development) or Head of Environmental Services and Environmental Health Officers, Technical Assistants and Enforcement Officers authorised in writing
(50)	Under the Scrap Metal Dealers Act 2013 where questions do arise regarding the suitability of the applicant	Democratic Services Manager or Head of Environmental Health Services or Principal Solicitor or Monitoring Officer