

Appendix 1 - Table of Licensing Delegations

Delegations for Licensing, Gambling, Sex Establishments, Scrap Metal	
To undertake functions under the Licensing Act 2003 as follows:	
Agreement of Licensing Policy	Full Council
To determine applications for personal licences where no objection made.	Officers
To determine applications for personal licences where Police objection made.	Licensing Sub-Committee
To determine new/variation application for premises licence/club premises certificate/Provisional Statement where no representation made.	Officers
To determine new/variation application for premises licence/club premises certificate/Provisional Statement where relevant representations made.	Licensing Sub-Committee
To determine applications to vary designated premises supervisor in cases where there is no Police objection.	Officers
To determine applications to vary designated premises supervisor in cases where there is a Police objection.	Licensing Sub-Committee
To determine requests to be removed as designated premises supervisor.	Officers
To determine applications for transfer of premises licence where no Police objection received.	Officers
To determine applications for transfer of premises licence where a Police objection received.	Licensing Sub-Committee
To determine application for interim authorities where there is no Police objection.	Officers
To determine application for interim authorities where there is a Police objection.	Licensing Sub-Committee
To determine applications for reviews of Premises Licences/Club Premises Certificates	Licensing Sub-Committee
To determine whether a complaint is irrelevant, frivolous or vexatious.	Officers
Raise representations against applications under the Licensing Act 2003	Officers
Apply for reviews on behalf of the Licensing Authority under the Licensing Act 2003	Officers
Suspension of Licences for failure to pay Annual Fees under the Licensing Act 2003	Officers
Under S7(1) of the Licensing Act 2003 applications to suspend/revoke Personal Licences following convictions of "relevant offences"	Officers
Any officer decision under the Licensing Act, with reasons and during the consultation period, can be called-in by a ward councillor and the decision is referred to a sub-committee.	

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To undertake functions under the Gambling Act 2005 as follows :	
Agreement of Gambling Policy	Full Council
To determine new and variation applications for Premises Licences/Provisional Statements where no representations made/representations have been withdrawn	Officers
To determine new and variation applications for Premises Licences/Provisional Statements where relevant representations made	Licensing Sub-Committee
To determine applications for transfer of Premises Licence where no representations received from the Gambling Commission	Officers
To determine applications for transfer of Premises Licence where representations received from the Gambling Commission	Licensing Sub-Committee
To determine applications for Club Gaming and/or Club Machine Permits where no representations made/representations have been withdrawn	Officers
To determine applications for Club Gaming and/or Club Machine Permits where representations made	Licensing Sub-Committee
To determine applications for 5 or more gaming machines under a Licensed Premises Gaming Machine Permit	Licensing Sub-Committee
To determine applications for premises licence reviews	Licensing Sub-Committee
To determine applications for other permits	Officers
Cancellation of licensed premises gaming permits	Officers
Consideration of Temporary Use Notices	Officers
Decision to issue a Counter Notice to a Temporary Use Notice	Licensing Sub-Committee
Decision to revoke automatic entitlement for two gaming machines	Licensing Sub-Committee
Notifications and applications for two or three gaming machines	Officers
To raise representations as Responsible Authority on behalf of the Licensing Authority.	Officers
Any officer decision under the Gambling Act, with reasons and during the consultation period, can be called-in by a ward councillor and the decision is referred to a sub-committee.	
To undertake functions under Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 in respect of Sex Establishment Licences	
Adoption of Legislation and resolution for 'nil premises'	Full Council
Setting of fees	Cabinet

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To determine application for new/renewal licences where no representation made.	Officers
To determine application for new/renewal licences where representations made.	Licensing Sub-Committee
To undertake functions under the Scrap Metal Dealers Act 2013 as follows:	
Agreement of Policy and Setting of fees	Cabinet
To determine uncontested applications for new/variation site and collector's licences.	Officers
To determine contested applications for new/ variation site and collector's licences subject to conditions	Licensing Sub-Committee
To revoke a site or collectors licence where relevant representations from the licensee have been received.	Licensing Sub-Committee
Street Trading	
Agreement of Policy and setting of fees	Cabinet
Determination of applications for street trader's licences and temporary markets and enforcement action as necessary. (Note: power to the Licensing Sub-Committee in respect of applications also)	Officers
All matters concerning street trading licenses to enable the granting, renewing or revoking of a street trading license or to make regulations for prescribing new Standard Conditions.	Officers
Authorisation, subject to legal advice, of legal proceedings under street trading legislation.	Officers
To revoke a site or collectors licence where no relevant representations from the licensee have been received.	Officers
Where such Street Trading matters are contested these must be reported to the Licensing Sub-Committee for determination	Licensing Sub-Committee
Other Regulatory Matters (not under the remit of the Licensing Committee or Sub-Committee)	
Exercise of miscellaneous licensing/registration functions where related to this service including determination of applications for licences or registration for nursing agencies, accommodation agencies, scrap metal dealers, game dealers, establishments, acupuncturists, tattooing, ear piercing, electrolysis or similar premises and enforcement action as necessary.	Officers
Determination of applications for the approval of premises for the purpose of civil marriage ceremonies and approval of changes to the technical regulations, rules, standards, guidelines or criteria governing public functions.	Officers
Exercise of Licensing enforcement functions under the Licensing Act 2003, Gambling Act 2005, London Local Authorities Act 2000, Local Government (Miscellaneous Provisions) Act 1982, Marriage Act 1994 (as amended) in respect of suspected offences under these acts.	Officers
All matters relating to the safety of sports grounds including inspections, enforcement and the issuing of any required safety certificate or licence.	Officers
To undertake licensing functions under the Environmental Protection Act 1990 in respect of the distribution of printed matter	Officers

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To undertake licensing functions under the London Local Authorities Act 2000 in respect of Street Entertainment.	Officers
The issuing of consents or approvals in respect of applications made under the ALG/Metropolitan Police Code of Practice for unregulated events.	Officers
Animal Licensing - Determination of applications, inspections, issue of licences, prosecutions	Officers
Regulation of Lasers	Officers
Special Treatment Licensing - Acupuncturists, tattooing, ear piercing, electrolysis or similar premises (London Local Authorities Act 1991)	Officers