

LICENSING TEN HEARING – COMMITTEE PROCEDURE

1. Appointment of Sub Committee Chair
2. Chair's introduction and outline of procedure.
3. Outline of the case by the Licensing Team.

Officers from the Licensing Team may be asked questions at any time by Members of the Committee, or by any of the parties present, in order to clarify issues relevant to the case or relating to the Licensing Act 2003 and the Council's licensing policy.

6. Presentation of evidence from each "relevant person" (Police and Environmental Health):
7. Each relevant person (Police and Environmental Health) in turn may be asked questions by:
 - a) Premises User;
 - b) Licensing Sub Committee Members
8. Premises User respond to objections.

The Premises User may be asked questions by:

- a) The relevant person (Police and Environmental Health);
 - b) Licensing Sub Committee Members.
9. Additional comments from Licensing Team
 10. Police and Environmental Health makes a closing statement.
 11. Premises User makes a closing statement.
 12. Committee Members may then wish to discuss the evidence and representations made before reaching their decision. Committee Members will retire to discuss their decision. They will be accompanied by the Committee Clerk and, if requested, the Legal Advisor to the Committee.
 13. The decision of the Committee, with reasons, will normally be given at the end of the hearing.
 14. A notice of the decision will be given no later than 24 hours before the beginning of the event period specified in the temporary event notice.