

LICENSING SUB-COMMITTEE (LICENSING ACT 2003 AND GAMBLING ACT 2005)

- All parties present will be asked to identify themselves.
- Licensing Officer will open the proceedings with an outline of the relevant facts.
- Sub-Committee and other parties to ask questions of the Officer and any witnesses called by the Officer.
- Any Responsible Authorities present will be invited to present their case.
- Members and other parties may ask questions of the Responsible Authorities.
- Other parties present will be invited to make representations.
- The Sub-Committee, relevant authorities and/or the applicant may ask questions of the other parties.
- The applicant will be invited to present his/her case including any witnesses.
- Sub-Committee and all other parties present may ask questions.
- Any written representations made to the Sub-Committee will be considered.
- Final comments will be invited from the Officer, Responsible Authorities and other parties.
- The applicant will be invited to make any final comments.
- The Sub-Committee will determine the application.

NB. The Sub-Committee may impose a time limit on all parties making a submission. Should this be the case, the time limit will be equal for all parties.