

Procedure to be followed at Licensing Hearing - Review

1 Presentation by the Applicant – Police

- a) Questions by Licensee
- b) Questions by responsible authorities and then interested parties to the Applicant
- c) Questions by the sub-committee of the Applicant

2 Presentation by each responsible authority (this will need repeating for each authority)

- a) Questions by Licensee to responsible authorities
- b) Questions by the Applicant -Police and then interested parties to responsible authorities
- c) Questions by the sub-committee of the responsible authorities

3 Presentation by any interested parties (based on agenda order, unless changed by Chair) (this will need repeating each party)

- a) Questions by Licensee
- b) Questions by the Police and then responsible authorities to the interested parties
- c) Questions by the sub-committee of other interested parties

4 Presentation and response by Licensee

- a) Questions by Applicant - Police to Licensee
- b) Questions by the responsible authorities, then interested parties to the Licensee
- c) Questions by the sub-committee to the Licensee

5 Licensing Officer comments/ clarification

6 Legal Adviser for any comments/clarifications

7 Closing statements by the responsible authorities and interested parties

8 Closing statements by the Licensee

9 Closing statements by the Applicant – Police

10 The sub-committee will retire to closed session and invite the Legal Adviser & Clerk to join them to provide advice.

11 Re-open for public session

12 Legal Officer to present the advice provided during private session

13 Decision will be read out, with written confirmation to follow within five working days

14 Close of hearing

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