

LICENSING SUB-COMMITTEE AGENDA



Wednesday 19th July 2017

at 2.00pm

**in Committee Room C
Civic Centre, Hartlepool**

MEMBERS: LICENSING SUB-COMMITTEE:

Councillors Buchan, Lawton and Robinson

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. ITEMS FOR DECISION**
No items.
- 4. ANY OTHER ITEMS THE CHAIR CONSIDERS ARE URGENT**
- 5. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

- 6. EXEMPT ITEMS FOR DECISION**
 - 6.1 Application for the review of a premises licence – Hart Mini-Market, Raby Road,
Hartlepool – *Interim Director of Public Health*
- 7. ANY OTHER EXEMPT ITEMS THE CHAIR CONSIDERS ARE URGENT**



LICENSING ACT 2003

Procedure for Hearings (Licence Reviews)



Prior to the commencement of the meeting, a representative of the Democratic Services Section shall establish the identity of those present, who they represent and who intends, or wishes to speak.

1. The Chair's opening comments, including introduction of Members of sub-committee and officers present. Explanation of the decision to be considered.
2. The Director of Public Health shall outline the application, any relevant representations and relevancy to licensing policy and statutory guidance.
3. Members ask any questions of the Director of Public Health.
4. Applicant presents their case (either personally or via legal representation) and introduces witnesses where appropriate.
5. Questions by Members to applicant and/or applicant's witnesses.
6. Representations by other responsible authorities/interested parties and witnesses introduced where appropriate.
7. Questions by Members to responsible authorities/interested parties and/or their witnesses.
8. Licence holder presents their case (either personally or via legal representation) and introduces witnesses where appropriate.
9. Questions by Members to licence holder and/or applicant's witnesses.
10. Parties may question and clarify issues raised with the consent of the Chair.
11. If required, responsible bodies/interested parties to be given opportunity to sum up.
12. If required, the applicant to be given opportunity to sum up.
13. Members to have the opportunity to clarify any points raised. The Chair shall ask whether all parties are satisfied they have said all they wish to.
14. Members to go into closed session to deliberate.
15. Chair informs parties of their decision, with reasons.