

PROCEDURE FOR A HEARING FOR THE CONSIDERATION OF AN OBJECTION BY RELEVANT PERSON(S) TO A TEMPORARY EVENT NOTICE (TEN)

1. At the start of the hearing the Chair will introduce the Sub-Committee Councillors and colleagues and explain their roles for the purpose of the hearing.
2. The Chair will explain the procedure to be followed by the Sub-Committee, which will normally take the form of:
 - (a) The Licensing Officer(s) will present the relevant details, but make no recommendations regarding a decision on the matter to the Sub-Committee, together with information regarding any relevant details which may have come to light since the report was written.
 - (b) The relevant person(s) who has/have made an objection can present their case including the calling of any witnesses. Questions may then be put to the relevant person, through and with the consent of the Chair, by the premises user, the Licensing Officer and the Sub-Committee.
 - (c) The premises user will present their case, and reply to the objection. Questions may then be put to that person, through and with the consent of the Chair, by the relevant person(s) Licensing Officer and Sub-Committee.
 - (d) Summary from the Licensing Officer.
 - (e) The premises user will be invited to sum up their case.
 - (f) The relevant person(s) will be invited to sum up their case.
 - (g) The Sub-Committee will be invited to adjourn to come to its decision. Upon adjournment, all parties will withdraw, directly or through retirement of the Sub-Committee. The only colleagues who may remain with the Sub-Committee during its adjournment shall be the member of Democratic Services and the Sub-Committee's legal advisor.
 - (h) Where the Sub-Committee makes a decision at the end of the hearing, all parties will be called back.
3. Decision Options
 - (a) Determine to issue a Counter Notice, which up holds the objection(s) and effectively prevents the licensable activities from being authorised to take place.
 - (b) Decide not to uphold the objection notice (thus allowing the licensable activities to proceed) and issue a notice stating why a Counter Notice wasn't issued. Where a premises licence is already in place this can include imposing one or more relevant conditions from the Premises Licence onto the Temporary Event Notice concerned