



PROCEDURE FOR CONSIDERATION OF INTERIM STEPS FOR SUMMARY REVIEW APPLICATION MADE UNDER SECTION 53A OF THE LICENSING ACT 2003

NOTE: Meeting for considering the necessity of interim steps the Sub-Committee will seek to avoid straying into discussions more appropriate to the expedited review hearing to follow.

- | |
|---|
| 1. The Licensing Officer will present information to the Sub-Committee outlining details of the review application and reasons for the meeting (to consider whether any interim steps are necessary). |
| 2. The Licensing Officer may then be questioned on his report by Members of the Sub-Committee and, if the Chair allows, any other party present. |
| 3. The Applicant for Review may be asked to briefly summarise/clarify the grounds for review. |
| 4. The Licence-holder and/or his advocate may be asked to briefly address the Sub-Committee concerning the matters subject of the review. |
| 5. A discussion will follow under the direction of the Chair. |
| 6. The Sub-Committee retires to deliberate in private session. All parties will then be called back into the meeting for the announcement of the decision and reasons for the decision, confined to interim steps, will be given by the Sub-Committee Chairman or Legal Adviser to the Sub-Committee. A full review hearing will then follow in due course. |

NOTES:

- (a) The meeting will take the form of an informal discussion led by the Licensing Authority.
- (b) The meeting may take place without the Applicant for Review or Licence-Holder being present. Where opportunity allows, within the prescribed timeframe for this type of consideration, they will be asked to attend.
- (b) The Sub-Committee Chairman and, with his consent, any Member of the Sub-Committee may at any time question the Applicant for Review, Licence-Holder or Licensing Officer. The Sub-Committee Chairman may deviate from this procedure as he considers necessary or appropriate, to allow a discussion to flow and full consideration of the issue of interim steps.

‘APPLICANT FOR REVIEW’:

This means the person(s) who made the original application to review the licence – for expedited/summary review this will be the Chief Officer of Police.

The discussion meeting for interim steps will depart from the usual procedures and regulations.