

Target Dates for the Processing of Applications

Application	Timescales	Target Date
Premises Licence	Notify interested persons within 21 days from date of receipt 21 days from date of notice is last date for responses 119 days from last response date to get to hearing Total 161 days from date of receipt	Date of Receipt + 161 days
Premises Licence Major Variation	Notify interested persons within 21 days from date of receipt 21 days from date of notice is last date for responses 119 days from last response date to get to hearing Total 161 days from date of receipt	Date of Receipt + 161 days
Premises Licence Minor Variation	Delegated – must grant – no set timescale – self imposed target date of 14 working days from date of receipt	Date of Receipt + 14 days
Premises Licence Transfer	Notify chief constable within 7 days of date of receipt Chief constable has 21 days from receipt of notice to reply (possible small discrepancy here without allowing for delivery time) 42 days from the chief constable’s notice if a hearing is to be held. Simple grant if no hearing.	Date of Receipt + 70 days
Personal Licences	Notify chief constable within 21 days of date of receipt Chief constable has 21 days from receipt of notice to reply (possible small discrepancy here without allowing for delivery time) No set timescale for a hearing if one is to be held. Simple grant if no hearing. Self imposed target date of 14 days from date of receipt of police notice.	Date of Receipt + 56 days

<p>Occasional Licences</p>	<p>Notify chief constable/LSO/public within 7 days of date of receipt Chief constable & LSO have 21 days to respond to notice If a hearing is to be held it is to be within 42 days of date of receipt of application. If no hearing then self imposed target date of 7 days from date of receipt of all responses Really the target date is grant licence prior to the event but this is not realistic if application is made at short notice</p>	<p>Date of Receipt + 42 days</p>
<p>Extended Hours</p>	<p>Notify chief constable/LSO within 7 days of date of receipt Chief constable & LSO have 10 days to respond to notice If a hearing is to be held it is to be within 42 days of date of receipt of application. If no hearing then self imposed target date of 7 days from date of receipt of all responses Really the target date is grant licence prior to the event but this is not realistic if application is made at short notice</p>	<p>Date of Receipt + 42 days</p>