



2004-2005
Supporting People
2006-2007
Waste and Recycling
2006-2007
*Culture and Sport for
Hard to Reach Groups*

PROCEDURE FOR HEARING (LICENSING AND APPEALS COMMITTEE)

RENEWAL OF COMBINED HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS' LICENCE

1. The Licensing Officer will present a report to the Committee outlining the reasons for the hearing
2. The Licensing Officer calls any witnesses
3. The witness may then be questioned by the Licence-Holder or his advocate
4. The Licensing Officer may then question the witness to clarify any points
5. Steps 2-4 repeated for any further witnesses
6. The Licence-Holder or his advocate makes an opening address to the Committee
7. The Licence-Holder or his advocate calls any witnesses
8. The witness may then be questioned by the Licensing Officer
9. The Licence-Holder or his advocate may then question the witness to clarify any points
10. Steps 7-9 repeated for any further witnesses
11. The Licensing Officer gives a closing address to the Committee (if any)
12. The Licence-Holder or his advocate gives a closing address to the Committee (if any)
13. The Committee retires for deliberation in private session

NOTES:

The Committee Chairman and, with his consent, any Member of the Committee may at any time question the Licence-Holder (and/or his advocate), the Licensing Officer or any witnesses.

The Committee Chairman may deviate from this procedure as he considers necessary or appropriate to ensure a full and fair hearing.