



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

## **PROCEDURE FOR HEARING TO DETERMINE A NEW / RENEWAL COMBINED HACKNEY CARRIAGE & PRIVATE HIRE DRIVER LICENCE**

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| 1. 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 Licensee 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 Applicant or his advocate makes an opening address to the Committee                        |
| 7. The Applicant or his advocate calls any witnesses  |
| 8. The witness may then be questioned by the Licensing Officer                                    |
| 9. The Applicant 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 Applicant or his advocate gives a closing address to the Committee (if any)               |
| 13. The Sub-Committee retires for deliberation in private session                                 |

**NOTE:** The Sub-Committee Chairman and, with his consent, any Member of the Sub-Committee may at any time question the Applicant, the Licensing Officer or any witnesses. The Sub-Committee Chairman may deviate from this procedure as he considers necessary or appropriate to ensure a full and fair hearing.