

North Somerset Council

Licensing Sub-Committee

Procedure to be followed for meetings of the Sub-Committee relating to a review of a Private Hire Driver's Licence/Hackney Carriage Driver's Licence/Combined Driver's Licence/Private Hire Operator's Licence

- 1 The Chairman introduces members of the Sub-Committee and officers present, and explains the procedure to be followed

- 2 The Chairman invites the Licensing Authority's representative to outline the reasons for the review of the licence. All parties may then ask questions

- 3 The Chairman invites the licence holder or his/her representative to respond. All parties may then ask questions

- 4 The parties are invited to sum up

- 5 The Sub-Committee withdraws to consider the submissions and to make its deliberations

- 6 On returning to the meeting with all parties present, the Chairman/Legal Adviser to the Sub-Committee announces the decision

Please note:-

The Chairman appointed for the meeting shall have absolute control of the Hearing and the ruling of the Chairman shall be final.

The Legal Advisor to the Sub-Committee can assist the Chairman during the Hearing and may interrupt proceedings when it is considered necessary to ensure that the Sub-Committee is able to determine the application fairly.