

TAXI LICENSING

HEARING PROCEDURE

1. The Chairman will open the hearing and introduce the Members of the Sub-Committee and officers present.
2. The Chairman will ask the Applicant and his/her representative present to introduce themselves.
3. The Chairman will remind the Applicant that he/she can be represented by a legal representative at his/her own expense.
4. The Technical Officer (Licensing Officer), Worcestershire Regulatory Services will present the report and call any witnesses.
5. The Chairman will invite Members of the Sub-Committee and the Applicant to ask any relevant questions of the Technical Officer (Licensing) or the witnesses.
6. The Chairman will invite the Applicant or his/her representative to present the Applicant's case and to call any witnesses on behalf of the Applicant.
7. The Chairman will invite Members of the Sub-Committee to put questions to the Applicant and/or his/her representative and/or witnesses.
8. The Chairman will invite the Applicant and/or his/her legal representative to sum up.
9. The Chairman will ask the Applicant to confirm that he/she has said all he/she wishes to.
10. The Chairman will ask the Sub-Committee Members if they have all the information they need to reach a decision.
11. The Chairman will ask the Legal Advisor if there is any legal advice to be given.
12. The Applicant and any other parties present will retire from the meeting room so that the Sub-Committee can reach its decision in private.
13. When the Sub-Committee has reached its decision the Applicant and his/her representative will be invited to return to the meeting room. The Chairman will relay the decision and the reason(s) for the decision to the Applicant.
14. The Chairman will inform the Applicant of the date on which the decision will take effect and of any right of appeal.

An appeal to the Magistrates' Court against the Sub-Committee's decision must be lodged within 21 days of the date on which written confirmation of the decision is received by the Applicant.