LICENSING SUB-COMMITTEE HACKNEY CARRIAGE (TAXI) AND PRIVATE HIRE VEHICLES DRIVERS' LICENCE PROCEDURE

Chair introduces Members and Officers present Confirm Applicant/Licensee has received and understands procedure Licensing Officer introduces the report If Applicant/Licensee not present Committee decides whether to proceed or defer on notice Applicant/Licensee asked to leave the room while Members consider the DBS check, references and statement Applicant/Licensee asked to return and present case. Questions may be asked by Members Applicant/Licensee may call witnesses who may also be questioned. Invite Licensing Officer for comment. Officer may also be questioned. Applicant/Licensee invited to make a closing statement. Committee moves to private session to determine matter. Meeting reconvened in public and Chair announces decision. Reasons given and parties advised decision will be confirmed in writing.