

CANNOCK CHASE COUNCIL

LICENSING AND PUBLIC PROTECTION COMMITTEE
PROCEDURE FOR DEALING WITH MATTERS NOT GOVERNED BY THE
LICENSING ACT 2003

The points in the procedure that are highlighted are to be used only where an objector has made representations.

Procedure For The Hearing

1. Introductions.
2. Procedure explained.
3. Licensing Authority's report presented.

(Where the Committee is considering an exceptional vehicle, Members should view the vehicle at this point).
4. The applicant/ and any objectors may ask questions of the officer from the Licensing Authority.
5. Members of the Committee may ask questions of the officer from the Licensing Authority.
6. The applicant shall present their case and may call witnesses.
7. The officer from the Licensing Authority may ask questions of the applicant.
8. Members of the Committee may ask questions of the applicant.
9. Objectors shall present their case and may call witnesses.
10. The applicant. may ask questions of any objectors.
11. Members of the Committee may ask questions of any objectors.
12. The officer of the Licensing Authority shall sum up their case.
13. Any objectors shall sum up their case.
14. The applicant shall sum up their case.
15. Members of the Committee shall deliberate in private, accompanied by the Council's Legal Advisor and Secretary to the Committee, only recalling the other parties or their representatives to clarify points of uncertainty on evidence or submissions already given. If it is necessary to recall any party, all parties are to return, notwithstanding that only one party may be concerned with the points giving rise to doubt.
16. The Chairman will announce the Committee's decision and will give reasons for the decision to the parties at the end of the hearing; the decision being confirmed in writing within seven working days (or as soon as practicable).