

Agenda



Listening Learning Leading

Contact Officer: Michael Flowers
Tel: 01235 422523
E-mail: michael.flowers@southoxon.gov.uk
Date: 30 September 2020
Website: www.southoxon.gov.uk

A MEETING OF THE

Taxi Licensing Panel

**WILL BE HELD ON THURSDAY 8 OCTOBER 2020 AT 2.00 PM
VIRTUAL MEETING**

Any three members of the of the council's General Licensing Committee can form the Licensing Panel (of the four councillors listed below, one member will act as chair, one will act as reserve). The membership is expected to be:

Members of the Committee:

Peter Dragonetti	Kellie Hinton
Elizabeth Gillespie	Anne-Marie Simpson

Alternative formats of this publication are available on request. These include large print, Braille, audio, email and easy read. For this or any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.

MARGARET REED

Head of Legal and Democratic

1 Declaration of disclosable pecuniary interest

2 Procedure for the meeting (Pages 3 - 4)

3 Exclusion of the public

Purpose: to consider whether to exclude members of the press and public from the meeting for the following items of business under Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- (i) they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Act, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

ITEMS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

4 Review of a hackney carriage/private hire driver's licence

General Licensing Taxi Panel hearings –

Procedure

Listening Learning Leading

The Panel will follow this procedure during the hearing. This is a quasi-judicial formal hearing, not an open discussion. It must follow a set procedure to allow all parties (you and the council officers) a fair hearing and must conduct business in an orderly fashion.

If you wish the Panel to look at papers or photographs, please give these to the clerk by email. Both parties have to agree that they can be shown to the Panel.

If you have a representative or someone with you for support, please let the clerk know.

The Chairman is in charge of proceedings. If you wish to speak please raise your hand by either clicking the raise hand icon in Microsoft Teams or by asking to speak through the device you are using. You must only speak when the Chairman has invited you to do so. Please do not interrupt other speakers.

The only people normally at the hearing are the councillors, their legal adviser and clerk, the officers presenting their cases, and you and your representative. Members of the public are not admitted. Sometimes other councillors or officers may wish to observe the proceedings. If you do not wish any observers to be there, you can ask the Chairman to ask them to leave.

The procedure is:

1 Welcome and introductions; outlining the procedure.

2 The Licensing Officer presents his/her case.

Questions from:

- Members of the Panel
- applicant/licence holder

3 The applicant/licence holder presents his/her case.

Questions from

- Members of the Panel
- Licensing officer

4 Final summing-up from

- Licensing officer
- Applicant/ licence holder.
- Final questions from the Panel.

5 Consideration by the Panel.

The Panel ask everyone except the legal officer and clerk to leave the room and the committee withdraws to a separate Microsoft Teams room to make its decision. If the Panel have any further questions all parties will be contacted to attend to resume proceedings once all attendees are present.

6 Panel's decision.

When the Panel has made its decision, the Democratic Services Officer will contact the driver by email. There is no opportunity for further questions or comments, but officers may be able to answer your questions. The clerk will send the full decision notice (with reasons) and your appeal rights in writing. The Licensing Officer will deal with issuing the licence or taking any further action.

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 4

Document is Restricted