APPEAL AGAINST PENALTY POINTS

HEARING PROCESS

THE CASE
The Licensing, Food & Safety Manager will give details of the case

This evidence may include statements from one or more of the Council's enforcement officers

The driver may bring someone with them to speak on their behalf or to provide a character reference or present evidence

DRIVER'S EVIDENCE

The driver to present their case

QUESTIONS

Members of the Committee to ask questions of the driver and officers

Driver and officers to ask questions of each other

Legal services to ask questions or seek clarification on any points raised

All questions and answers must be made through the Chairman

The is the opportunity for persons involved in the hearing to make any further points before the Committee leaves to room to make its decision.

CLOSING STATEMENT
By Licensing, Food & Safety Manager
By the driver

EXCLUSION OF DRIVER AND OFFICERS
All parties will be asked to leave while the Committee considers the appeal and reaches its decision

The decision of the Committee will be sent in writing to all those involved after the hearing.

DECISION

All parties will be asked to return and the decision of the Committee will be read out