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**Appeals Panel
Agenda**

THURSDAY 23 JANUARY 2020 AT 10.45 AM

CONFERENCE ROOM 1 - THE FORUM

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Mrs Bassadone (Chairman)
Councillor P Hearn (Vice-Chairman)
Councillor R Sutton

Councillor C Wyatt-Lowe
Councillor Uttley

For further information, please contact Corporate and Democratic Support on 01442 228209.

AGENDA

5. PROCEDURE (Page 2)

Agenda Item 5

PROCEDURE FOR THE APPEALS COMMITTEE – TREE PRESERVATION ORDER

1. The Chairman will introduce himself/herself and the other Members of the Committee and the solicitor to the Committee.
2. The Chairman will take appearance from the Objector's Representative and the Officer's Representative, who will both state their name and position and the names and positions of the witnesses they intend to call.
3. Witnesses shall be present only when giving evidence unless both sides agree otherwise. The Objector and the Officer, whose decision is the subject to the appeal, will however, be present throughout the presentation to the case.
4. The Objector's Representative may call witnesses. Each witness in turn:
 - 4.1 Gives Evidence.
 - 4.2 May be questioned by the Officer's Representative. (The Officer's Representative does not, at this stage, make statements or comments. The opportunity to do so comes later.)
 - 4.3 May be questioned by Members of the Committee.
 - 4.4 May, if necessary, be re-examined by the Objector's Representative.
5. The Officer's Representative will summarise the Officer's case and identify the issues.
6. The Officer's Representative may call witnesses. Each witness in turn:
 - 6.1 Gives Evidence.
 - 6.2 May be questioned by the Objector's Representative.
 - 6.3 May be questioned by Members of the Committee.
 - 6.4 May, if necessary, be re-examined by the Officer's Representative.
7. The Officer's Representative sums up the Officer's case.
8. The Objector's Representative sums up the Objector's case.
9. Members of the Committee may ask the parties or any witnesses for any additional information or clarification required.
10. The parties, their Representatives and witnesses withdraw.
11. The Committee will deliberate in private and recall the parties, their Representatives and witnesses to announce their decision.
12. The Committee's decision will be confirmed in writing by the Group Manager (Legal Governance).