

# Agenda

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## Licensing and Gambling Acts Committee

Date: **Monday 28 May 2012**

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Time: **5.30 pm**

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Place: **Oxford Town Hall**

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For any further information please contact:

**Mathew Metcalfe, Democratic Services Officer**

Telephone: 01865 252214

Email: [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk)

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# Licensing and Gambling Acts Committee

## Membership

### Chair

### Vice-Chair

<b>Councillor Alan Armitage</b>	North;
<b>Councillor Jim Campbell</b>	St. Margaret's;
<b>Councillor Mary Clarkson</b>	Marston;
<b>Councillor Colin Cook</b>	Jericho and Osney;
<b>Councillor Van Coulter</b>	Barton and Sandhills;
<b>Councillor Steve Curran</b>	Northfield Brook;
<b>Councillor John Goddard</b>	Wolvercote;
<b>Councillor Rae Humberstone</b>	Blackbird Leys;
<b>Councillor Shah Khan</b>	Cowley;
<b>Councillor Mark Lygo</b>	Churchill;
<b>Councillor Helen O'Hara</b>	Cowley;
<b>Councillor Gwynneth Royce</b>	St. Margaret's;
<b>Councillor Scott Seamons</b>	Northfield Brook;
<b>Councillor Dee Sinclair</b>	Quarry and Risinghurst;
<b>Councillor David Williams</b>	Iffley Fields;

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## AGENDA

### Pages

**1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2012/13**

**2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2012/13**

**3 APOLOGIES FOR ABSENCE**

No substitutes are allowed and the Quorum is 5 Members.

**4 DECLARATIONS OF INTEREST**

Councillors serving on the Committee are asked to declare any personal or prejudicial interests they may have in any of the following agenda items.

**5 POWERS AND DUTIES OF THE COMMITTEE**

The Head of Law and Governance will report on this item.

**6 LICENSING AND GAMBLING ACTS COMMITTEE - APPOINTMENT OF SUB-COMMITTEES**

1 - 4

The Head of Law and Governance has submitted a report, the purpose of which is to establish licensing casework sub-committees for the 2012 - 13 Council Year to deal with casework flowing from the Council's responsibilities under the Licensing Act 2003 and the Gambling Act 2005.

The Committee is asked:

- (a) To appoint as many casework licensing sub-committees of three members as there are combinations of three members in the total number of members of the Committee;
- (b) To agree that the Sub-Committees' powers and duties be as set out in the Annex to the report.

**7 WARD MEMBERS ON LICENSING SUB-COMMITTEE**

5 - 8

The Head of Law and Governance has submitted a report which seeks agreement for the removal of the restriction preventing ward Members from sitting on Licensing Hearings concerning applications for premises within the Members ward.

The Committee is asked to agree to the removal of the current convention of disqualifying Members from sitting on casework sub-committees to determine applications which concern premises within their own ward.

**8 UPDATE ON LICENSING AUTHORITY ACTIVITY - JANUARY - MARCH 2012**

9 - 28

The Head of Environmental Development has submitted a report the purpose of which is to inform Committee of activities undertaken by the Licensing Authority under the Licensing Act 2003 and Gambling Act 2005 between January 2012 and March 2012.

The Committee is asked:

- (a) To note the contents of the report; and
- (b) To make any comments and recommendations regarding the future work of the Licensing Function.

**9 MINUTES**

29 - 32

Minutes of the meeting held on 22<sup>nd</sup> February 2012.

**10 DATES OF FUTURE MEETINGS**

The Committee is asked to note that it will meet on the following dates at the Town Hall:

Wednesday 17<sup>th</sup> October 2012  
Tuesday 19<sup>th</sup> February 2013

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

