

Agenda

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Licensing and Gambling Acts Committee

Date: **Tuesday 21 May 2013**

Time: **5.00 pm**

Place: **Oxford Town Hall**

For any further information please contact:

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Licensing and Gambling Acts Committee

Membership

Membership of this Committee will not be decided upon until the Annual Meeting of Council on 20th May 2013.

HOW TO OBTAIN AGENDA

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AGENDA

Pages

1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2013/2014

2 ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 2013/2014

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 disclosable pecuniary interests they may have in any of the following agenda items.

5 LICENSING AND GAMBLING ACTS COMMITTEE - APPOINTMENT OF SUB-COMMITTEE

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 2013 - 14 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:

- (1) appoint as many licensing casework sub-committees of three members as there are combinations of three members in the total number of members of the Committee;
- (2) note that the Sub-Committees' powers and duties are as set out in the Annex to this report.

6 UPDATE ON LICENSING AUTHORITY ACTIVITY - JANUARY 2013 - MARCH 2013

5 - 18

The Head of Environmental Development has submitted a report, the purpose of which is to inform the Committee of the progress made by the Licensing Authority under the Licensing Act 2003 and Gambling Act 2005 between January 2013 and March 2013.

The Committee is asked to:

- (a) Note the contents of the report; and
- (b) Make any comments and recommendations regarding the future work of the licensing function.

7 MINUTES

19 - 22

Minutes of the meeting held on 19th February 2013.

8 DATES OF FUTURE MEETINGS

The Committee is asked to:

- (a) Note the following dates on which it is scheduled to meet and to confirm the start time of its meetings for the remainder of the Council Year 2013/14.

Tuesday 24th September 2013

Tuesday 21st January 2014

- (b) Approve a special meeting on 5th September 2013 to consider the Gambling Policy and the Licensed Vehicle consultation report.

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

¹ Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

