

Agenda

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Licensing and Gambling Acts Committee

Date: **Tuesday 19 May 2015**

Time: **5.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

Sarah Claridge, Committee Services Officer

Telephone: 01865 252402

Email: sclaridge@oxford.gov.uk

As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

Licensing and Gambling Acts Committee

Membership

Chair

The quorum for this meeting is three, substitutes are not allowed.

Future items to be discussed by the City Executive Board can be found on the Forward Plan which is available on the Council's [website](#)

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2015/16

The Licensing and Gambling Acts Committee elects Councillor to be the Chair for the Council Year 2015/16.

2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2015/16

The Licensing and Gambling Acts Committee elects Councillor to be the Vice Chair for the Council Year 2015/16.

3 APOLOGIES FOR ABSENCE

4 DECLARATIONS OF INTEREST

5 APPOINTMENT OF SUB-COMMITTEES

7 - 10

The Head of Law and Governance has submitted a report which establish licensing casework sub-committees for the 2015-16 Council Year to deal with casework flowing from the Council's responsibilities under the Licensing Act 2003 and the Gambling Act 2005.

Officer recommendations: That the Committee:

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;
3. agrees dates on which the Sub-Committees will meet if required.

6 MINUTES

11 - 12

Minutes from 27 January 2015

Recommendation: That the minutes of the meeting held on 27 January 2015 be APPROVED as a true and accurate record.

7 DATES OF FUTURE MEETINGS

14 September 2015
26 January 2016
19 May 2016

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.

*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.