

Agenda

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General Purposes Licensing Committee

Date: **Tuesday 14 May 2019**

Time: **6.15 pm**

Place: **Council Chamber - Oxford Town Hall**

For any further information please contact:

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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.

General Purposes Licensing Committee

Membership of the Committee will be confirmed at the meeting of full Council on 13 May 2019

The quorum for this Committee is 4 Members, no substitutes are permitted.

HOW TO OBTAIN A COPY OF THE AGENDA

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum requirements. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's

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AGENDA

Pages

- 1 **ELECTION OF CHAIR FOR THE COUNCIL YEAR 2019-20**
- 2 **ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2019-20**
- 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 to establish 4 sub-committees for the 2019-20 Council Year to deal with the casework flowing from the Committee's own responsibilities.

Recommendations: That the General Purposes Licensing Committee resolves to:

1. **Agree** that the casework hearings for taxi, private hire or other driver or vehicle licences, street trading licences and sex establishment licences should be determined by sub-committees on the basis of the Powers and Duties of GPL Sub-Committees at Appendix 1;
2. **Establish** 4 politically-balanced sub-committees of 3 members each , and agree the membership, each to undertake the casework of the General Purposes Licensing Committee as follows:
 - Sub- Committee A: GPL Chair, Labour Cllr A, Lib Dem Cllr A
 - Sub- Committee B: GPL Vice Chair, Labour Cllr B, Lib Dem Cllr B
 - Sub- Committee C: GPL Chair, Labour Cllr C, Lib Dem Cllr A
 - Sub- Committee D: GPL Vice Chair, Labour Cllr D, Lib Dem Cllr B;
3. **Agree** that substitution is permitted on each of the 4 sub-committees but that substitutes must be from the General Purposes Licensing Committee and must maintain political proportionality; and
4. **Agree** the meeting dates and time listed below.

| Date | Sub-Committee | Date | Sub-Committee |
|--------------|---------------|-------------|---------------|
| 28 May 2019 | A | 03 Feb 2020 | C |
| 08 July 2019 | B | 16 Mar 2020 | D |
| 19 Aug 2019 | C | 17 Apr 2020 | A |
| 30 Sep 2019 | D | | |
| 11 Nov 2019 | A | | |
| 16 Dec 2019 | B | | |

All meetings start at 6.00pm

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| 6 | ANNUAL UPDATE ON TAXI LICENSING ACTIVITY 2018-2019 The Head of Regulatory Services and Community Safety has submitted a report to inform Committee of the progress made by Taxi Licensing during 2018-19. Recommendations: The General Purposes Licensing Committee is recommended to: 1. Note the contents of the report; and 2. Make any comments and recommendations regarding the future work of the Taxi Licensing Function. | 11 - 18 |
| 7 | POLICY ON HACKNEY CARRIAGE QUANTITY CONTROL - UNMET DEMAND SURVEY The Head of Regulatory Services and Community Safety has submitted a report to consider the recommendations in the “Unmet Demand Survey” report (2018) and agree the Policy on Hackney Carriage Quantity Control. Recommendations: The General Purposes Licensing Committee is recommended to: 1. Agree to accept the recommendations of the Hackney Carriage “Unmet Demand survey” report prepared by Licensed Vehicle Surveys and Assessment (LVSA) indicating that there is currently no significant unmet demand for Hackney Carriage Vehicles in Oxford; 2. Recommend to Council that there is currently no significant unmet demand for the services of Hackney Carriage Vehicles and therefore to resolve to maintain the Council’s Policy of Hackney Carriage Quantity Control and the current quota of 107 Hackney Carriage Vehicle licences; and 3. Recommend to Council that a further “Unmet Demand survey” be commissioned in 2021, subject to any changes to relevant legislation. | 19 - 118 |
| 8 | REVIEW OF THE STREET TRADING POLICY 2019 The Head of Regulatory Services and Community Safety has submitted a report to seek approval from the Committee to consult on the draft Street Trading Policy. Recommendations: The General Purposes Licensing Committee is recommended to: 1. Note the content of the report and approve the draft Street Trading Policy; and 2. Authorise the Head of Regulatory Services and Community Safety to undertake a public consultation on the draft Street Trading Policy. | 119 - 164 |
| 9 | MINUTES Recommendation: That the minutes of the meeting held on 23 January 2019 be APPROVED as a true and accurate record. | 165 - 168 |

10 DATES OF FUTURE MEETINGS

The next meeting of the Committee is scheduled to be held on:

18 September 2019.



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.