

Agenda

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General Purposes Licensing Committee

Date: **Thursday 19 May 2011**

Time: **To follow the first part of the Annual Meeting of Council. The start time of the Committee meeting will not be before 4.30pm and will be immediately after the Licensing and Gambling Acts Committee.**

Place: **Oxford Town Hall**

For any further information please contact:

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If you would like help to understand this document, please call Mathew Metcalfe, Democratic Services Officer on 01865 252214 or e-mail mmetcalfe@oxford.gov.uk in advance of the meeting.

General Purposes Licensing Committee

Membership

Chair	Councillor
Vice-Chair	Councillor
	Councillor
	Councillor
	Councillor
	Councillor
	Councillor
	Councillor
	Councillor
	Councillor

(NOTE: This agenda has been sent to all Members of Council but only those Members appointed to the Committee by Council need attend the meeting)

HOW TO OBTAIN AGENDA

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AGENDA

Pages

**PART ONE
PUBLIC BUSINESS**

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| <p>1. ELECTION OF CHAIR FOR THE COUNCIL YEAR 2011/12</p> <p>2. ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2011/12</p> <p>3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</p> <p>The Quorum for this meeting is 4.</p> <p>4. DECLARATIONS OF INTEREST</p> <p>Councillors serving on the Committee are asked to declare any personal or personal prejudicial interests they may have in any of the following agenda items.</p> <p>5. POWERS AND DUTIES</p> <p>A note is attached.</p> <p>6. APPOINTMENT OF SUB-COMMITTEES FOR 2011/12</p> <p>The Head of Law and Governance has submitted a report which seeks to establish Sub-Committees for the 2011/12 Council Year, to deal with casework flowing from the Committee's own responsibilities.</p> <p>The Committee is asked to:</p> <p>(a) Establish a Hackney Carriages and Private Hire Licensing Sub-committee for the Council Year 2011/12, to agree its powers and duties and to appoint members to it on the basis of political balance where possible and practical:</p> <p>(b) Establish a Licensing and Registration Sub-committee for the Council Year 2011/12, to agree its powers and duties and to appoint members to it on the basis of political balance where possible and practical.</p> <p>7. LICENSING TRAINING 2011</p> <p>The Democratic services Manager will report on this item.</p> | <p></p> <p></p> <p></p> <p></p> <p>1</p> <p>2-5</p> <p></p> <p></p> <p></p> |
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8. START TIMES OF MEETINGS

To note the decision of the Licensing and Gambling Acts Committee on the start time of future meetings of the Committee and to decide upon the start time of future meetings of the Committee. Last year this Committee met immediately following the Licensing and Gambling Acts Committee.

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.