

# Agenda

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## Hackney Carriages and Private Hire Licensing Sub-Committee

Date: **Monday 31 October 2016**

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Time: **5.30 pm**

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Place: **Barrister's Room - Town Hall**

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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 Committee Services Officer know how you wish to do this before the start of the meeting.

# Hackney Carriages and Private Hire Licensing Sub-Committee

## Membership

**Chair** Councillor Colin Cook

**Vice-Chair** Councillor Mary Clarkson

Councillor Tom Landell Mills

### **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.

A copy of the agenda may be:-

- Viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Downloaded from our website
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# AGENDA

Pages

## PART ONE PUBLIC BUSINESS

1 **APOLOGIES FOR ABSENCE**

2 **PROCEDURE TO BE FOLLOWED AT THE MEETING**

7 - 34

Guidance relating to Hackney Carriage & Private Hire Licensing Sub-Committee hearings including:

- Policy on the relevance of warnings, offences, cautions and convictions
- Guidelines relating to the relevance of warnings, offences, cautions and convictions

3 **DECLARATIONS OF INTEREST**

4 **MINUTES**

35 - 38

Minutes from 19 September 2016

**Recommendation:** That the minutes of the meeting held on 19 September 2016 be APPROVED as a true and accurate record.

5 **EXEMPT MATTERS**

If the Sub-Committee wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding or following agenda items it will be necessary for the Sub-Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **PART II** **EXEMPT BUSINESS**

In accordance with paragraphs 1, 2, 3 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972:

- information relating to any individual
- information which is likely to reveal the identity of an individual
- business affairs of a person other than the Council
- information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

### **6 CONFIDENTIAL MINUTES**

39 - 44

Confidential Minutes from 19 September 2016

**Recommendation:** That the confidential minutes of the meeting held on 19 September 2016 be APPROVED as a true and accurate record.

### **7 APPLICATION TO DRIVE PRIVATE HIRE VEHICLES**

45 - 54

Report of the Head of Community Services attached.

### **8 DATES OF FUTURE MEETINGS**

The dates of future meetings (if required) are:

Monday 28 November 2016  
Tuesday 10 January 2017  
Monday 13 February 2017  
Monday 20 March 2017  
Wednesday 19 April 2017  
Tuesday 30 May 2017

All meetings start at 5.30pm.

## **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; licenses 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 member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

a)

b)

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