

Agenda

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General Purposes Licensing Casework Sub-Committee

Date: **Monday 30 October 2017**

Time: **5.30 pm**

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

For any further information please contact:

John Mitchell, Committee and Member Services Officer

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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.

General Purposes Licensing Casework Sub-Committee

Membership

Chair Councillor Mary Clarkson

 Councillor Farida Anwar
 Councillor Elizabeth Wade

HOW TO OBTAIN A COPY OF THE AGENDA

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- Viewed on our website – mycouncil.oxford.gov.uk
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AGENDA

Pages

PART ONE **PUBLIC BUSINESS**

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 PROCEDURE TO BE FOLLOWED AT THE MEETING

7 - 28

Guidance on the procedure to be followed is attached.

4 MINUTES

29 - 30

Recommendation: That the minutes of the meeting held on Monday 18 September 2017 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

31 - 36

Recommendation: That the confidential minutes of the meeting held on 18 September be APPROVED as a true and accurate record.

7 APPLICATION TO DRIVE HACKNEY CARRIAGE & PRIVATE HIRE VEHICLES

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8 DATES OF FUTURE MEETINGS

The dates of future meetings (if required) are:

Monday 11 December 2017

Monday 20 January 2018

Monday 05 March 2018

Monday 16 April 2018

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.