

# Agenda

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## General Purposes Licensing Casework Sub-Committee

Date: **Monday 21 January 2019**

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Time: **5.30 pm**

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Place: **Barristers' Room, Oxford 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 Contact 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 Rae Humberstone

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
- Subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)

## AGENDA

Pages

### PART ONE PUBLIC BUSINESS

1 **APOLOGIES FOR ABSENCE**

2 **DECLARATIONS OF INTEREST**

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

Guidance on the procedure to be followed is attached.

7 - 28

4 **MINUTES**

29 - 32

**Recommendation:** That the minutes of the meeting held on 12 December 2018 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 which includes:

- 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

<b>6</b>	<b>APPLICATION FOR A LICENCE TO DRIVE PRIVATE HIRE VEHICLES IN THE CITY.</b>	33 - 50
	The Head of Community Services has submitted a report to inform the determination of an application to drive Private Hire Vehicles in the City.	
<b>7</b>	<b>APPLICATION TO RENEW A LICENCE TO DRIVE HACKNEY CARRIAGE &amp; PRIVATE HIRE VEHICLES IN THE CITY</b>	51 - 64
	The Head of Community Services has submitted a report to inform the determination of a renewal application to drive Hackney Carriage & Private Hire Vehicles in the City.	
<b>8</b>	<b>CONFIDENTIAL MINUTES</b>	65 - 74
	<b>Recommendation:</b> That the confidential minutes of the meeting held on 12 December 2018 be APPROVED as a true and accurate record.	
<b>9</b>	<b>DATES OF FUTURE MEETINGS</b>	
	The dates of future meetings (if required) are:	
	<ul style="list-style-type: none"><li>• 04 March 2019</li><li>• 15 April 2019</li><li>• 28 May 2019</li></ul>	
	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; 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.