

## Agenda for a meeting of the Licensing Committee to be held on 21 May 2013 at 1200, or on the rising of the Annual General Meeting of Council, whichever is the later, in the Council Chamber, City Hall, Bradford

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### Notes:

- *This agenda can be made available in Braille, large print or tape format.*



*Smoking is prohibited in all parts of City Hall.*

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### From:

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### To:



2009-2010  
Positive engagement  
of older people  
2006-2007  
Improving Rural Services:  
Empowering Communities



## **A. PROCEDURAL ITEMS**

Ward

### **1. DISCLOSURES OF INTEREST**

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of personal and prejudicial interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it only becomes apparent to the member during the meeting.

*Notes:*

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Member's judgement of the public interest. The Member must withdraw from the meeting if the interest is prejudicial unless a dispensation has been obtained from the Standards Committee.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Officers must disclose interests in accordance with Council Standing Order 44.*

### **2. MINUTES**

**Recommended –**

- (1) That the minutes of the Committee meeting held on 30 November 2012 be signed as a correct record (previously circulated).**
- (2) That the minutes of the Licensing Panels held on the following dates be signed as correct records (previously circulated):**

#### **Bradford Licensing Panel**

12 June 2012  
17 October 2012  
14 November 2012  
11 January 2013  
21 & 24 January 2013  
26 February 2013  
1 May 2013

#### **Keighley & Shipley Licensing Panel**

14 November 2012  
30 November 2012  
5 February 2013

### **3. INSPECTION OF REPORTS AND BACKGROUND PAPERS**

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic or Assistant Director whose name is shown on the front page of the report.

If that request be refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Claire Tomenson - 01274 432457)

## **B. BUSINESS ITEMS**

### **4. APPOINTMENT OF SUB COMMITTEE**

Previous Reference: Council Minute 63 (2004/05)

At the meeting of Council on 19 October 2004 the membership and terms of reference for the Licensing Committee were approved. The Licensing Committee is formally required to appoint its sub committee as set out in the terms of reference, as amended at the Annual General Meeting of Council on 21 May 2013, for the 2013/14 Municipal Year

**Recommended –**

- (1) That the Bradford District Licensing Panel (sub-committee) be appointed, with the functions as indicated in the terms of reference approved by Council on 19 October 2004 and amended on 21 May 2013.**
- (2) That the Licensing Panel shall comprise three members.**
- (3) That the Bradford District Licensing Panel shall include the Chair of the Licensing Committee (or Deputy Chair when the Chair is unavailable) who shall chair the Panel and two other members of the Licensing Committee drawn on a rota basis.**
- (4) That the quorum of the Bradford District Licensing Panel shall be three members.**

(Claire Tomenson - 01274 432457)

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THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER