

# **EXTRAORDINARY MEETING OF THE LICENSING COMMITTEE**

**Tuesday, 27th April 2021**  
on the rise of the  
**Annual General Meeting of Council**  
or 9.00pm whichever is later

**Until further notice, all council  
meetings will be held remotely.**

**The membership as listed below, is subject to the appointment by Full Council at its Annual General Meeting on 27 April 2021, immediately prior to this meeting.**

Cllr Emma Plouviez (Chair), Cllr Brian Bell (Vice Chair), Cllr Sophie Conway, Cllr Sharon Patrick, Cllr Gilbert Smyth, Cllr Margaret Gordon, Cllr Sem Moema, Cllr Harvey Odze, Cllr Penny Wrout, Cllr M Can Ozsen, Cllr James Peters, Cllr Caroline Selman, Cllr Peter Snell, Cllr Susan Fajana-Thomas, Cllr Kofo David

**Tim Shields**  
**Chief Executive**  
**19 April 2021**

**Contact:** Natalie Williams  
Governance Services  
[natalie.williams@hackney.gov.uk](mailto:natalie.williams@hackney.gov.uk)

This meeting will be live streamed and can be viewed at:  
<https://youtu.be/4LcbYq4IEzA>

# ORDER OF BUSINESS

Item No		
1	<p><b>Appointment of the Chair and Vice Chair</b></p> <p>The committee is requested to note the confirmed appointments to the position of Chair and Vice Chair of the Licensing Committee, as agreed by Full Council at its Annual General Meeting on 27 April 2021</p>	
2	<p><b>To Note the Terms of Reference of the Licensing Committee and the Licensing Sub Committees for the Municipal Year 2021/22</b></p> <p>As this is the first meeting of the new municipal year 2021/22, the committee is requested to note the terms of reference as set out in Part 3, paragraph 3.3.7 and 3.3.8 of the Council's constitution.</p> <p><b>Terms of Reference: Attached</b></p>	
3	<p><b>Apologies for Absence</b></p>	
4	<p><b>Declarations of Interests</b></p>	
5	<p><b>Establishment and Composition of the Licensing Sub Committees 2021/22</b></p> <p><b>Report: Attached</b></p>	
6	<p><b>Any Other Business the Chair Considers to be Urgent</b></p>	

# ADVICE TO MEMBERS ON DECLARING INTERESTS

Hackney Council's Code of Conduct applies to **all** Members of the Council, the Mayor and co-opted Members.

This note is intended to provide general guidance for Members on declaring interests. However, you may need to obtain specific advice on whether you have an interest in a particular matter. If you need advice, you can contact:

- The Director of Legal and Governance Services
- The Legal Adviser to the committee; or
- Governance Services.

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

## 1. Do you have a disclosable pecuniary interest in any matter on the agenda or which is being considered at the meeting?

You will have a disclosable pecuniary interest in a matter if it:

- relates to an interest that you have already registered in Parts A and C of the Register of Pecuniary Interests of you or your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner;
- relates to an interest that should be registered in Parts A and C of the Register of Pecuniary Interests of your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner, but you have not yet done so; or
- affects your well-being or financial position or that of your spouse/civil partner, or anyone living with you as if they were your spouse/civil partner.

## 2. If you have a disclosable pecuniary interest in an item on the agenda you must:

- Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you (subject to the rules regarding sensitive interests).
- You must leave the room when the item in which you have an interest is being discussed. You cannot stay in the meeting room or public gallery whilst discussion of the item takes place and you cannot vote on the matter. In addition, you must not seek to improperly influence the decision.
- If you have, however, obtained dispensation from the Monitoring Officer or Standards Committee you may remain in the room and participate in the meeting. If dispensation has been granted it will stipulate the extent of your involvement, such as whether you can only be present to make representations, provide evidence or whether you are able to fully participate and vote on the matter in which you have a pecuniary interest.

### 3. Do you have any other non-pecuniary interest on any matter on the agenda which is being considered at the meeting?

You will have 'other non-pecuniary interest' in a matter if:

- i. It relates to an external body that you have been appointed to as a Member or in another capacity; or
- ii. It relates to an organisation or individual which you have actively engaged in supporting.

### 4. If you have other non-pecuniary interest in an item on the agenda you must:

- i. Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you.
- ii. You may remain in the room, participate in any discussion or vote provided that contractual, financial, consent, permission or licence matters are not under consideration relating to the item in which you have an interest.
- iii. If you have an interest in a contractual, financial, consent, permission or licence matter under consideration, you must leave the room unless you have obtained a dispensation from the Monitoring Officer or Standards Committee. You cannot stay in the room or public gallery whilst discussion of the item takes place and you cannot vote on the matter. In addition, you must not seek to improperly influence the decision. Where members of the public are allowed to make representations, or to give evidence or answer questions about the matter you may, with the permission of the meeting, speak on a matter then leave the room. Once you have finished making your representation, you must leave the room whilst the matter is being discussed.
- iv. If you have been granted dispensation, in accordance with the Council's dispensation procedure you may remain in the room. If dispensation has been granted it will stipulate the extent of your involvement, such as whether you can only be present to make representations, provide evidence or whether you are able to fully participate and vote on the matter in which you have a non pecuniary interest.

### Further Information

Advice can be obtained from Dawn Carter-McDonald, Director of Legal and Governance Services on 020 8356 6234 or email: [dawn.carter-mcdonald@hackney.gov.uk](mailto:dawn.carter-mcdonald@hackney.gov.uk)