



Licensing, Health and Safety and General Purposes Committee

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|---------------|---------------------------------------|
| Date: | Wednesday, 28 January 2015 |
| Time: | 6.00 pm |
| Venue: | Committee Room 1 - Wallasey Town Hall |

Contact Officer: Anne Beauchamp
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AGENDA

1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee are asked to declare any disclosable pecuniary and non pecuniary interests, in connection with any application on the agenda and state the nature of the interest.

2. MINUTES (Pages 1 - 6)

To approve the accuracy of the minutes of the meeting held on 19 November 2014.

3. WIRRAL AWARD 2014 (Pages 7 - 10)

**4. CHANGE OF POLLING PLACE FOR POLLING DISTRICT MB
(Pages 11 - 14)**

**5. PERIODIC REVIEW OF LICENSING FEES FOR TAXIS AND
PRIVATE HIRE VEHICLES (Pages 15 - 20)**

**6. PERIODIC REVIEW OF LICENSING FEES FOR MARRIAGE
PREMISES LICENCES (Pages 21 - 24)**

**7. PERIODIC REVIEW OF LICENSING FEES SEXUAL
ENTERTAINMENT VENUE LICENCES (Pages 25 - 28)**

8. ANY OTHER URGENT BUSINESS ACCEPTED BY THE CHAIR

To consider any other business that the Chair accepts as being urgent.

LICENSING, HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

Wednesday, 19 November 2014

| | | | |
|-------------------|-------------|-----------------------------------|------------|
| <u>Present:</u> | Councillor | WJ Davies (Chair) | |
| | Councillors | S Niblock | A Hodson |
| | | C Spriggs | G Watt |
| | | M Sullivan | P Williams |
| <u>Deputy:</u> | Councillor | S Williams (In place of L Fraser) | |
| <u>Apologies:</u> | Councillor | J Salter | |

6 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were asked to declare any disclosable pecuniary and non pecuniary interests in connection with any application on the agenda and state the nature of the interest.

Councillor G Watt declared a non pecuniary interest in item 3, Polling Stations: Further Update, Polling District QC, by virtue of being Ward Councillor.

7 MINUTES

Resolved - That the accuracy of the minutes of the meeting held on 18 June 2014 be approved.

8 POLLING STATIONS: FURTHER UPDATE

Councillor G Watt declared a non pecuniary interest in respect of Polling District QC (see minute 6 above).

The Principal Electoral Services Officer provided an update on the polling station for polling district YC and requested that Members determine the polling station for polling district QC.

Moreton West and Saughall Massie Ward

Polling District YC

Members were advised that the current polling place for polling district YC was Foxfields School but that this may be sold for redevelopment in the future and it had been determined by this Committee that the status quo continue for the Combined European Parliamentary and Local Government elections held on 22 May 2014 but that this be reviewed for future elections. It was reported that this had now been reviewed and Members were advised that should the site be sold prior to the

Combined Parliamentary and Local Government elections to be held on 7 May 2015, the site would be kept available for use as a polling station.

The Principal Electoral Services Officer recommended that the status quo continue for the Combined Parliamentary and Local Government elections to be held on 7 May 2015 but that this be reviewed for future elections.

Councillor S Williams clarified that Foxfield was being relocated rather than closed. He advised that he would be in agreement with the proposed recommendation, however, he raised concerns regarding the future arrangements for this polling station and requested that this be reviewed imminently.

Resolved - That the status quo continue for the Combined Parliamentary and Local Government elections to be held on 7 May 2015 but that this be reviewed for future elections.

West Kirby and Thurstaston Ward

Polling District QC

The Principal Electoral Services Officer reported that the current polling place for polling district QC was St Bridget's C of E Primary School, St Bridget's Lane. She advised that a Council Member, in agreement with Wirral West Conservative Association, had requested that St Bridget's Centre be used as an alternative venue as he had concerns regarding access to the current polling place.

It had been proposed at the meeting of this Committee on 22 January 2014 that St Bridget's Centre be used as an alternative venue, however, Members had been advised there would be cost implications and therefore determined that the status quo continue for the elections held on 22 May 2014 but that this be reviewed for future elections.

The Principal Electoral Services Officer advised that the cost for using St Bridget's Centre, St Bridget's Lane, as a polling place in 2015 would be £272 and recommended that the status quo should continue as no complaints had been received from constituents regarding access to the current venue.

Councillor G Watt circulated a letter from the Headteacher of St Bridget's C of E Primary School who advised that the governors of the school supported the use of St Bridget's Centre as an alternative venue as they had concerns regarding the access to the school and the effect on the organisation and pressure on the school caused by the disruption. Councillor Watt expressed further concerns regarding the access to the current venue.

The Principal Electoral Services Officer recommended that the current polling place for polling district QC should remain as St Bridget's C of E Primary School, St Bridget's Lane as no complaints had ever been received from constituents regarding the access to the current venue.

It was moved by Councillor G Watt and seconded by Councillor A Hodson that –

“St Bridget's Centre, St Bridget's Lane, be used as the polling place for district QC”.

Resolved - That St Bridget's Centre, St Bridget's Lane, be used as the polling place for district QC.

9 UPDATE ON ELECTORAL ACTIVITIES

The Principal Electoral Services Officer reported that two activities would be undertaken within Electoral Services over the next few months, Absent Voter Personal Identifier Refresh and Mini Canvass.

Absent Voter Personal Identifier Refresh

It was reported that under the Representation of the People (England and Wales) Regulations 2001, Electoral Officers must, by 31 January each year, send every registered absent voter, whose record was more than five years old, a notice requiring them to provide a fresh signature should they wish to retain their absent vote.

Members were advised that failure to do this within six weeks of the date of the notice would result in the cancellation of their absent voting facility. Members were informed that there were 2,930 postal voters and 6 proxy voters who would receive a notice which would be sent out in December following publication of the new electoral register.

Members raised concerns regarding notice given to constituents and the Principal Electoral Services Officer advised that a reminder would be sent out after the initial notice and the facility would be cancelled should the reminder not be returned.

Members queried whether staff in one stop shops had received any training on this matter and were advised that this would be investigated.

Mini Canvass

It was reported that the Electoral Registration Officer (ERO) had a duty under Section 9A of the Representation of the People Act 1983 to take all necessary steps to maintain the accuracy and completeness of the electoral register.

Members were advised that 91% of the electorate were automatically re-registered since the implementation of Individual Electoral Registration and that consideration had been given to identifying any unregistered residents and steps would be taken to remove electors who were no longer eligible in an attempt to ensure the quality of the register.

The Principal Electoral Services Officer reported that an audit of the new register in the form of a 'Mini Canvass' would be carried out in January 2015 which would consist of a letter being sent to every household confirming who is registered at that address, highlighting the forthcoming elections and requesting that they inform the office if the information is incorrect or contains any omissions.

In response to questions from Members, the Principal Electoral Services Officer advised that it would be more efficient for these activities to be carried out separately.

Resolved – That the report be noted.

10 **HACKNEY CARRIAGE VEHICLE PROPRIETOR LICENCE ALLOCATION POLICY**

The Strategic Director of Regeneration and Environment requested that Members consider an amendment to the Random Selection Procedure for the allocation of Hackney Carriage Vehicle Proprietor Licences to enable licences to be allocated through one Random Selection Procedure.

The Licensing Manager informed Members that since the imposition of a limit on the number of Hackney Carriage Vehicle Proprietor Licences, Licences had become available on three separate occasions which required the Random Selection Procedure to take place at the Licensing Panel in order to allocate the available licences.

Members were informed that the current procedure required a successful applicant to present a vehicle for licensing within 28 days and that should the applicant fail to obtain a vehicle which met the criteria for licensing a Hackney Carriage Vehicle, another Random Selection Procedure from the remaining applicants must take place at the next Licensing Panel meeting.

Members were asked to consider an amendment to the Procedure to enable available licences to be allocated through one random selection process.

It was proposed that all applications received for a licence or licences that had been advertised would be numbered in accordance with the order in which they were received in the Licensing Office and then input into the random selection process to generate the order in which a licence or licences could be offered. Available licences would then be allocated in order and if a successful applicant was unable to present a vehicle within 28 days, the licence would be offered to the next applicant on the generated list.

It was moved by Councillor S Niblock and seconded by Councillor A Hodson that –

“The proposal for amending the Random Selection Procedure be approved and that the amended procedure be adopted as set out within Appendix 2 to the report.”

Resolved – That the proposal for amending the Random Selection Procedure be approved and that the amended procedure be adopted as set out within Appendix 2 to the report.

11 **MEDICAL REQUIREMENTS FOR HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS**

The Strategic Director of Regeneration and Environment reported upon a request to give authorisation to officers to consult Private Hire and Hackney Carriage Drivers, Vehicle and Operator licence holders and members of the public in respect of a review of the medical requirements for Hackney Carriage and Private Hire Drivers.

The Licensing Manager informed Members of the current requirements for an individual to be granted a Hackney Carriage or Private Hire Driver Licence which included an applicant being fit and proper to hold such a licence and that the

provisions of Section 57(2) of the Local Government (Miscellaneous Provisions) Act 1976 specifically allows a local authority to require a medical certificate certifying that the applicant for a Hackney Carriage or Private Hire Driver Licence is physically fit to undertake that role.

Members were advised therefore that one of the current requirements included a satisfactory medical, and that following the grant of a licence, licensed drivers were not required to undertake a further medical check until they reached the age of 65 years when medical checks were then required annually on renewal of the licence.

It was reported that officers had concerns that there was a lack of medical checks on licensed drivers from the time that they were granted a licence until the age of 65 years as this was not in accordance with published guidelines as well as the standards imposed by other local authorities and it was considered both appropriate and necessary to review the current medical requirement to protect the public and have positive health outcomes for licensed drivers.

A consultation had previously taken place in respect of a review of the medical requirements for Hackney Carriage and Private Hire Drivers which had received a poor response and the current requirements had been challenged by a licensed driver which was considered in the County Court in January 2014. Therefore, Members were requested to give authorisation to officers to undertake further consultation on a number of options for medical checks to be undertaken by licensed drivers and report the outcome back to a future meeting of this Committee.

The options to go out for consultation were set out within the report and Members were also provided with details of the frequency of medicals by other local authorities in Merseyside.

In response to queries from Members, the Licensing Manager also agreed to include a further Option to be consulted upon. This option is the requirement currently imposed in St Helen's, namely 'to require medical checks on initial application, age 45, age 55, age 65 and then annually'.

Resolved –

(1) That Members authorise officers to undertake consultation regarding the medical requirement for Hackney Carriage and Private Hire Drivers on the following options:

- Option 1** to require medical checks to be undertaken on initial application and then annually from age 65, as currently.
- Option 2** to require medical checks on initial application and thereafter annually.
- Option 3** to require medical checks to be undertaken on initial application and thereafter every three years to coincide with the current requirement for Disclosure and Barring Service criminal records checks, with checks being undertaken annually from age 65.

- Option 4** to require medical checks on initial application and thereafter every five years, with checks being undertaken annually from age 65.
- Option 5** to require medical checks on initial application and thereafter for each renewal, with checks being undertaken annually from age 65.
- Option 6** to require medical checks on initial application and subsequently every five years from the age of 45 years until the age of 65 years, when checks would be undertaken annually. This would be in line with Driver and Vehicle Licensing Agency (DVLA) requirements for LGV and PCV drivers.
- Option 7** to require medical checks on initial application, age 45, age 55, age 65 and then annually.

(2) That the consultation be undertaken over a six week period.

WIRRAL COUNCIL

LICENSING, HEALTH & SAFETY AND GENERAL PURPOSES COMMITTEE

28 JANUARY 2015

| | |
|--------------------------------------|--|
| SUBJECT: | WIRRAL AWARD 2014 |
| WARD/S AFFECTED: | 'ALL' |
| REPORT OF: | HEAD OF LEGAL AND DEMOCRATIC SERVICES |
| RESPONSIBLE PORTFOLIO HOLDER: | COUNCILLOR ADRIAN JONES |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to request that the Committee agree that the Wirral Award 2014 be granted to the nominees recommended by the Wirral Award Working Party.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Wirral Award is intended to confer civic recognition upon individuals or organisations resident or located in Wirral for an outstanding achievement within the previous twelve months, or for distinguished service to the Borough over a period of twenty years or more.

2.2 Wirral Award Working Party

The Wirral Award Working Party, comprising the Mayor and representatives of the three political groups met on 11 December, 2014 to consider the nominations submitted.

2.3 Presentation Ceremony

Once nominations are agreed a presentation ceremony will be arranged to be attended by:

- (i) The Mayor of Wirral
- (ii) Leader of the Council
- (iii) Group Leaders
- (iv) Chair of Licensing, Health and Safety, and General Purposes Committee
- (v) Chief Executive
- (vi) Nominees and one guest each

3.0 RELEVANT RISKS

3.1 There are none arising directly from this report.

4.0 OTHER OPTIONS CONSIDERED

4.1 There is no provision for other options to be considered.

5.0 CONSULTATION

5.1 Nominations are sought and accepted from all areas of the local community.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 There are no previously approved actions outstanding.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 The Wirral Award is equal opportunity based and nominations are welcomed from all sections of the community.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 The costs of the presentation ceremony would be fairly minor and could be accommodated within the Mayor's Hospitality budget without difficulty.

9.0 LEGAL IMPLICATIONS

9.1 There are no legal implications arising directly out of this report.

10.0 EQUALITIES IMPLICATIONS

10.1 There are no specific implications arising from this report.

11.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

11.1 There are no specific implications arising from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 The Wirral Award is community based and many of the nominees have contributed to an improved environment for the people of Wirral through their community activities.

13.0 RECOMMENDATION/S

13.1 That the Wirral Award 2014 is conferred on the recipients recommended by the Wirral Award Working Party, and the suggested arrangements be agreed.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 The Wirral Award is an annual Award. Recipients are selected by the Wirral Award Working Party comprising of the Mayor and representatives of the three political groups.

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APPENDICES

BACKGROUND PAPERS/REFERENCE MATERIAL

Recommendations of the Working Party.

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|--|------------------------|
| Licensing, Health & Safety and General Purposes Committee – Wirral Award 2011 | 23 January 2012 |
| Licensing, Health & Safety and General Purposes Committee – Wirral Award 2012 | 23 January 2013 |
| Licensing, Health & Safety and General Purposes Committee – Wirral Award 2013 | 22 January 2014 |

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WIRRAL COUNCIL

LICENSING, HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

28 JANUARY 2015

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|-------------------------|---|
| SUBJECT: | CHANGE OF POLLING PLACE FOR POLLING DISTRICT MB |
| WARD/S AFFECTED: | UPTON WARD |
| REPORT OF: | REPORT OF THE HEAD OF LEGAL & MEMBER SERVICES AND MONITORING OFFICER |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to seek Members approval to temporarily change the designated polling place for polling district MB.

2.0 BACKGROUND AND KEY ISSUES

2.1 Polling places are kept constantly under review. Problem areas identified and suggestions for alternative venues which may be more suitable are always investigated.

2.2 In preparation for the forthcoming combined UK Parliamentary General Election and Local Government Elections being held on 7th May 2015, all designated polling places were contacted to check availability.

2.3 The manager for St Mary's Church Hall, Church Road, Upton which is the polling place for polling district MB, responded by saying that the venue was not available for use at the forthcoming combined UK Parliamentary General Election and Local Government Elections due to construction work being carried out that would not be completed until December 2015.

2.4 In view of para. 2.3 above, there is an option to use Victory Hall [Salacre Lane,Upton] as an alternative venue, subject to suitability and availability, for the aforementioned elections in May 2015.

2.5 The Council's Electoral Services are scheduled to evaluate the premises suitability and will report to the committee it's conclusion.

2.6 In order for this matter to be considered and addressed as soon as possible so that key information could be provided to the Council's external printers to

progress requisite elections work. An extraordinary meeting was necessary given that the next scheduled meeting of the Committee is 19 March and the aforementioned information needing to be provided prior to that date.

- 2.7 In the event that the premises are not suitable then further investigations will be made and in order for this matter to be considered and addressed as soon as possible so that key information can be provided to the Council's external printers to progress requisite elections work, an extraordinary meeting may be necessary given that the next scheduled meeting of the Committee is 25 March and the aforementioned information needing to be provided prior to that date.

3.0 RELEVANT RISKS

- 3.1 In order to ensure that the forthcoming combined UK Parliamentary General Election and Local Government Elections can be run, the Council must ensure all polling districts have suitable polling places available on the day of poll.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 None

5.0 CONSULTATION

- 5.1 Upton Ward Councillors have been consulted in relation to the suitable polling station available for use for polling district WE.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 6.1 There are no such implications arising.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 7.1 Such implications are set out in this report.

8.0 LEGAL IMPLICATIONS

- 8.1 Such implications are set out in this report.

9.0 EQUALITIES IMPLICATIONS

- 9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

Yes and impact review is attached.

10.0 CARBON REDUCTION IMPLICATIONS

10.1 There are no such implications arising.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are no such implications arising.

12.0 RECOMMENDATION/S

12.1 In order for this matter to be considered and addressed as soon as possible so that key information could be provided to the Council's external printers to progress requisite elections work, the Committee agree, subject to suitability and availability, to change the polling place for polling district MB as detailed in para. 2.4 above.

13.0 REASON/S FOR RECOMMENDATION/S

13.1 The Council must designate and have available for use at the forthcoming combined UK Parliamentary General Election and Local Government Elections a suitable polling station for polling district MB.

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APPENDICES

None

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|-----------------|------|
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WIRRAL COUNCIL

LICENSING HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

28 JANUARY 2015

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|-----------------------|--|
| SUBJECT: | PERIODIC REVIEW OF LICENSING FEES FOR TAXIS AND PRIVATE HIRE VEHICLES |
| WARD AFFECTED: | ALL WARDS |
| REPORT OF: | STRATEGIC DIRECTOR OF REGENERATION & ENVIRONMENT |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is for Members of the Licensing Health and Safety and General Purposes Committee to review and approve the licence fees in respect of Hackney Carriage, Private Hire and Operator Licences with effect from 1 April 2015.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Council are legally entitled to charge such a fee for licences that they consider reasonable with a view to recover the costs of the issue and administration of the licence.
- 2.2 Under the provisions of the Local Government (Miscellaneous Provisions) Act 1976 the cost of a licence must be related to the cost of the licensing scheme itself. It is therefore appropriate for a local authority to recover their administrative and other associated costs.
- 2.3 The fees for Hackney Carriage, Private Hire and Operator Licences must be reviewed on an annual basis to determine whether the income received for the previous year has been in line with the cost of delivering the service. This review has been undertaken and it has been identified that the projected income received for the financial year 2014-2015 will not cover the costs of delivering the service.

3.0 PROPOSED FEES

- 3.1 A review of the fee structure for the functions undertaken in the administration of licences for Hackney Carriage and Private Hire vehicles, drivers and operators has been undertaken and it has been identified that the current fee structure does not reflect the administration costs of all the processes that are currently undertaken by the Licensing Service in respect of Private Hire and Hackney Carriage functions.
- 3.2 The cost of the administration of these processes has been calculated and the proposed fees set out in the table in Appendix 1 are considered appropriate to recover these costs.

3.3 In addition, from January 2015 the licensing function will be subject to a 2.2% increase in staffing costs. Members are therefore asked to approve an increase in the current licensing fees to reflect the increase in this cost of the administration.

3.4 Members are asked to approve the fee structure proposed in Appendix 1.

4.0 RELEVANT RISKS

4.1 There are none arising directly from this report.

5.0 OTHER OPTIONS CONSIDERED

5.1 There is no provision for other options to be considered.

6.0 CONSULTATION

6.1 Increases in respect of Hackney Carriage and Private Hire Vehicle Licences and Private Hire Operators Licences must be advertised for a period of 28 days and if any objections are received, they will be reported back to this Committee for consideration.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are no specific implications arising from this report.

8.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

8.1 There are none.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 There are cost implications to the Council in undertaking this legal duty and this is recognised in the legislation which gives provision for the Council to recover the costs of administering the scheme and to ensure compliance.

10.0 LEGAL IMPLICATIONS

10.1 A decision of the Committee may be subject to legal challenge.

11.0 EQUALITIES IMPLICATIONS

11.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

No because there is no relevance to equality.

12.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

12.1 There are no specific carbon reduction implications arising from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no Planning implications arising out of this report.

14.0 RECOMMENDATION/S

14.1 That Members of the Licensing Health and Safety and General Purposes Committee review and approve the licence fees as set out in Appendix 1 in respect of Hackney Carriage, Private Hire and Operator Licences with effect from 1 April 2015, subject to any objections being received as part of the consultation process.

15.0 REASON FOR RECOMMENDATION/S

15.1 It is a statutory requirement for this Committee to review and approve the licence fees.

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APPENDICES

- APPENDIX 1 – Fee structure

BACKGROUND PAPERS/REFERENCE MATERIAL

BRIEFING NOTES HISTORY

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|-----------------|------|
| | |

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APPENDIX 1

| | Current Fee (£) | Proposed Fee (£) |
|---|--------------------|---------------------|
| New Driver Licence Application Fee | 10.00 | 55.00 |
| Grant of Private Hire / Hackney Carriage Driver Licence – 12 months | 41.80 | 43.00 |
| Renewal Private Hire / Hackney Carriage Driver Licence – 12 months | | |
| New Private Hire Vehicle Licence - 12 months | 165.20 | 169.00 |
| Renewal Private Hire Vehicle Licence - 12 months | 160.20 | 164.00 |
| New / Renewal Hackney Carriage Vehicle Licence - 12 months | | |
| New Private Hire Vehicle Licence - 6 months | 89.70 | 92.00 |
| Renewal Private Hire Vehicle Licence - 6 months | 84.70 | 87.00 |
| New / Renewal Hackney Carriage Vehicle Licence - 6 months | | |
| Private Hire Operator - 1 vehicle - 12 months | 101.90 | 104.00 |
| Private Hire Operator - 2-5 vehicles - 12 months | 153.30 | 157.00 |
| Private Hire Operator - 6-9 vehicles - 12 months | 192.20 | 196.00 |
| Private Hire Operator - 10+ vehicles - 12 months | 254.00 | 260.00 |
| Private Hire Operator - each extra office | 10.00 | 50.00 |
| Vehicle Licence transfer | - | 20.00 |
| Replacement Vehicle Licence Plate | 10.00 | 30.00 |
| Replacement Driver badge | - | 10.00 |
| Replacement Licence | - | 10.00 |

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WIRRAL COUNCIL

LICENSING HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

28 January 2015

| | |
|-----------------------|---|
| SUBJECT: | PERIODIC REVIEW OF LICENSING FEES FOR MARRIAGE PREMISES LICENCES |
| WARD AFFECTED: | ALL WARDS |
| REPORT OF: | STRATEGIC DIRECTOR of REGENERATION & ENVIRONMENT |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is for Members of the Licensing Health and Safety and General Purposes Committee to review and approve the licence fees in respect of Marriage Premises with effect from 1 April 2015.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Council are legally entitled to charge such a fee for licences that they consider reasonable with a view to recover costs of the issue and administration of the licence.
- 2.2 Under the provisions of the Local Government (Miscellaneous Provisions) Act 1976 the cost of a licence must be related to the cost of the licensing scheme itself. It is therefore appropriate for a local authority to recover their administrative and other associated costs.
- 2.3 Estimated costs to the Licensing Section of licensing such premises has previously been calculated at £362 per application. A review of the costs has been undertaken and it has been identified that from January 2015 the licensing function will be subject to a 2.2% increase in staffing costs. Members are therefore asked to approve an increase in the licensing fee for Marriage Premises to £370 to reflect the increase in this cost of the administration.

3.0 RELEVANT RISKS

- 3.1 There are none arising directly from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 There is no provision for other options to be considered.

5.0 CONSULTATION

5.1 There is no legal obligation to consult in the implementation of this legislation.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

6.1 There are no specific implications arising from this report.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

7.1 There are cost implications to the Council in undertaking this legal duty and this is recognised in the legislation which gives provision for the Council to recover the costs of administering the scheme and to ensure compliance.

8.0 LEGAL IMPLICATIONS

8.1 A decision of the Committee may be subject to legal challenge.

9.0 EQUALITIES IMPLICATIONS

9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

No because there is no relevance to equality.

10.0 CARBON REDUCTION IMPLICATIONS

10.1 There are no specific carbon reduction implications arising from this report.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are no Planning implications arising out of this report.

12.0 RECOMMENDATION

12.1 That Members of the Licensing Health and Safety and General Purposes Committee approve the Marriage Premises Licence fee of £370 with effect from 1 April 2015.

13.0 REASON FOR RECOMMENDATION

13.1 It is a statutory requirement for this Committee to approve the licence fee.

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APPENDICES

BACKGROUND PAPERS/REFERENCE MATERIAL

BRIEFING NOTES HISTORY

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|------------------------|-------------|
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WIRRAL COUNCIL

LICENSING HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

28 January 2015

| | |
|-----------------------|--|
| SUBJECT: | PERIODIC REVIEW OF LICENSING FEES SEXUAL ENTERTAINMENT VENUE LICENCES |
| WARD AFFECTED: | ALL WARDS |
| REPORT OF: | STRATEGIC DIRECTOR of REGENERATION & ENVIRONMENT |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is for Members of the Licensing Health and Safety and General Purposes Committee to review and approve the licence fee in respect of Sexual Entertainment Venue Licences with effect from 1 April 2015.

2.0 BACKGROUND AND KEY ISSUES

2.1 The Local Government (Miscellaneous Provisions) Act 1982 enables the authority to charge the applicant for the grant, renewal or transfer of a licence a "reasonable fee". All costs of providing the service should be included in the fee so that there is no subsidisation by council tax payers.

2.2 Whilst authorities should not charge unfairly large fees it is possible to set fees which reflect the true costs of providing an efficient licensing service.

2.3 The current application fee and renewal fee for a Sexual Entertainment Venue Licence is £1,200. A review of the costs of administering this process and ensuring compliance has been undertaken and it has been identified that from January 2015 the licensing function will be subject to a 2.2% increase in staffing costs. Members are therefore asked to approve an increase in the licensing fee for Sexual Entertainment Venues to £1226 to reflect the increase in this cost of the administration.

3.0 RELEVANT RISKS

3.1 There are none arising directly from this report.

4.0 OTHER OPTIONS CONSIDERED

4.1 There is no provision for other options to be considered.

5.0 CONSULTATION

5.1 There is no legal obligation to consult in the implementation of this legislation.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

6.1 There are no specific implications arising from this report.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

7.1 There are cost implications to the Council in undertaking this legal duty and this is recognised in the legislation which gives provision for the Council to recover the costs of administering the scheme and to ensure compliance.

8.0 LEGAL IMPLICATIONS

8.1 A decision of the Committee may be subject to legal challenge.

9.0 EQUALITIES IMPLICATIONS

9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

No because there is no relevance to equality.

10.0 CARBON REDUCTION IMPLICATIONS

10.1 There are no specific carbon reduction implications arising from this report.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are no Planning implications arising out of this report.

12.0 RECOMMENDATION/S

12.1 That Members of the Licensing Health and Safety and General Purposes Committee approve the Sexual Entertainment Venue fee of £1226 with effect from 1 April 2015.

13.0 REASON FOR RECOMMENDATION/S

13.1 It is a statutory requirement for this Committee to approve the licence fee.

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APPENDICES

BACKGROUND PAPERS/REFERENCE MATERIAL

BRIEFING NOTES HISTORY

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|------------------------|-------------|
| | |

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