



Licensing, Health and Safety and General Purposes Committee

Date: Wednesday, 25 February 2015

Time: 5.00 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 - 4)

To approve the accuracy of the minutes of the meeting held on 28 January 2015.

3. CHANGE OF POLLING PLACE FOR POLLING DISTRICTS FB AND ND (Pages 5 - 14)

4. ANY OTHER URGENT BUSINESS ACCEPTED BY THE CHAIR

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

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LICENSING, HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE

Wednesday, 28 January 2015

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

12 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.

Councillors J Salter and G Watt both declared a non pecuniary interest in item 3, Wirral Award, by virtue of having nominated a candidate for the Award.

13 MINUTES

Resolved - That the accuracy of the minutes of the meeting held on 19 November 2014 be approved.

14 WIRRAL AWARD 2014

Councillors J Salter and G Watt both declared a non pecuniary interest in this matter (see minute 12 above).

The Head of Legal and Democratic Services requested that the Committee agree that the Wirral Award 2014 be granted to the nominees recommended by the Wirral Award Working Party held on 11 December 2014. The Wirral Award was 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.

It was reported that once nominations were agreed, a presentation ceremony would be arranged which would be attended by The Mayor of Wirral, the

Leader of the Council, Group Leaders, the Chair of the Licensing, Health and Safety and General Purposes Committee, the Chief Executive and the nominees plus one guest each.

Resolved - That the Wirral Award 2014 be conferred on the recipients recommended by the Wirral Award Working Party, and that the suggested arrangements be agreed.

15 **CHANGE OF POLLING PLACE FOR POLLING DISTRICT MB**

The Head of Legal and Members Services and Monitoring Officer sought Members' approval to temporarily change the designated polling place for polling district MB.

It was reported that polling places were kept constantly under review and that all designated polling places had been contacted to check availability in preparation for the forthcoming combined UK Parliamentary General Election and Local Government Elections.

Members were informed that the manager of St Mary's Church Hall, Church Road, Upton, the polling place for polling district MB, had advised that the venue would not be 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 in time. An alternative available venue, Upton Victory Hall, Salacre Lane, Upton Village had been inspected by Electoral Services and found to provide satisfactory facilities for a polling station with a cost of £500 to hire the premises.

Upton Ward Councillors had been consulted in relation to the suitable polling station available for use for polling district MB and were in favour of the use of Upton Victory Hall.

Resolved – That the polling place for polling district MB be changed to Upton Victory Hall, Salacre Lane, Upton Village, for the forthcoming combined UK Parliamentary General Election and Local Government Elections to be held on 7 May 2015.

16 **PERIODIC REVIEW OF LICENSING FEES FOR TAXIS AND PRIVATE HIRE VEHICLES**

The Strategic Director of Regeneration and Environment requested that Members review and approve the licence fees in respect of Hackney Carriage, Private Hire and Operators Licences with effect from 1 April 2015. It was reported that the fees must be reviewed on an annual basis to determine whether the income received for the previous year had been in line with the cost of delivering the service.

The Licensing Manager reported that the cost of a licence must be related to the cost of the licensing scheme itself and it would therefore be appropriate for a local authority to recover their administrative and other associated costs.

The Licensing Manager advised that a review had been undertaken and it had been identified that the projected income received for the financial year 2014-2015 would not cover the costs of delivering the service.

Members were advised that 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 had been undertaken and it had been identified that the current fee structure did not reflect the administration costs of all the processes that were currently undertaken by the Licensing Service in respect of Private Hire and Hackney Carriage functions, however, the cost of these processes had been calculated and the proposed fees were set out within Appendix 1 to the report.

It was also reported that from January 2015 the licensing function would be subject to a 2.2% increase in staffing costs and Members were therefore requested to approve an increase in the current licensing fees to reflect the increase in this cost of the administration.

The Licensing Manager advised that no representations had been made by any member of the licensing trade and that they had been made aware of the proposed fees at the Joint Consultative Committee. Members were further advised that 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 should any objections be received, they would be reported back to this Committee for consideration.

Resolved – That the licence fees in respect of Hackney Carriage, Private Hire and Operator Licences be approved with effect from 1 April 2015, as set out within Appendix 1 to the report, subject to any objections being received as part of the consultation process.

17 **PERIODIC REVIEW OF LICENSING FEES FOR MARRIAGE PREMISES LICENCES**

The Strategic Director of Regeneration and Environment reported upon a requirement to review and approve the licence fees in respect of Marriage Premises with effect from 1 April 2015.

The Licensing Manager reported that the Council were legally entitled to charge such a fee for licences that they considered reasonable with a view to recovering the costs of the issue and administration of the licence.

Members were advised that 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 would therefore be appropriate for the Council to recover their administrative and other associated costs.

The Licensing Manager reported that estimated costs to the Licensing Section of licensing such premises had previously been calculated at £362 per application. A review of the costs had been undertaken and it had been identified that from January 2015 the licensing function would be subject to a 2.2% increase in staffing costs. Members were 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.

Resolved – That the Marriage Premises Licence fee of £370 be approved with effect from 1 April 2015.

18 **PERIODIC REVIEW OF LICENSING FEES SEXUAL ENTERTAINMENT VENUE LICENCES**

The Strategic Director of Regeneration and Environment reported upon a requirement to review and approve the licence fees in respect of Sexual Entertainment Venue Licences with effect from 1 April 2015.

The Licensing Manager reported that the Local Government (Miscellaneous Provisions) Act 1982 enabled the authority to charge the applicant for the grant, renewal or transfer of a licence, a “reasonable fee” and that all costs of providing the service should be included in the fee so that there would be no subsidisation by council tax payers.

The Licensing Manager reported that the current application fee and renewal fee for a Sexual Entertainment Venue Licence was £1,200 and a review of the costs of administering this process and ensuring compliance had been undertaken. It had been identified that from January 2015 the licensing function would be subject to a 2.2% increase in staffing costs. Members were 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.

Resolved – That the Sexual Entertainment Venue licensing fee of £1226 be approved with effect from 1 April 2015.

WIRRAL COUNCIL

LICENSING, HEALTH AND SAFETY AND GENERAL PURPOSES COMMITTEE SPECIAL MEETING

25 FEBRUARY 2015

SUBJECT:	CHANGE OF POLLING PLACE FOR POLLING DISTRICTS FB AND ND
WARD/S AFFECTED:	PENSBY AND THINGWALL WARD AND HOYLAKES AND MEOLS 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 for members of the Committee to determine the polling place for polling districts FB and ND.
- 1.2 Details of the proposed alternative venues are set out in Appendix 1.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 Polling places are kept constantly under review. Problem areas that are 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 Thingwall Methodist Church Hall, Seven Acres Lane, Thingwall which is the designated polling place for polling district FB, responded by saying that the venue was no longer available for future use due to its closure.
- 2.4 The manager for Westbourne Community Centre, Westbourne Road, West Kirby which is the designated polling place for polling district ND, responded by saying the venue would not be available for the forthcoming elections in May 2015 due to a block booking opportunity.
- 2.5 In view of paras. 2.3 and 2.4 above, a number of options have been investigated for use as alternative polling places for the aforementioned elections in May 2015.

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 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 Relevant Ward Councillors have been consulted in relation to the options for alternative venues set out in Appendix 1.

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.

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 determine, from the options set out in Appendix 1, the designated polling place for polling districts FB and ND.

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 districts FB and ND.

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APPENDICES

Appendix 1

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

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POLLING PLACE OPTIONS FOR POLLING DISTRICTS FB AND ND

1. Pensby and Thingwall Ward

Polling District FB:-

The current polling place is Thingwall Methodist Church Hall [Seven Acres Road]. Electoral Services received communication from the Manager that the church hall was closed and would be sold off in the future for redevelopment.

Investigations for an alternative venue have been carried out by Electoral Services and two options have been identified. The two options are:

Option 1:

Thingwall Recreation Centre [off Sparks Lane]. The proposed alternative venue would offer reasonable facilities for voting and would be accessible to all electors.

However, the entrance to the car park is via a driveway measuring approximately 100yds and is only wide enough for one way traffic. The manager has advised this does not cause problems and users are aware of the rights of way. There is also a traffic calming hump at the end of the driveway that would need to be made more visible for any pedestrians. There is also pedestrian access to the venue via Barnsdale Avenue.

There would be a hire charge of £200.

Option 2:

Thingwall Primary School [Pensby Road]. This is the current polling place for polling district FA and is situated just outside the polling district boundary between polling districts FA and FB.

It is already determined to offer reasonable facilities for voting and is accessible to all electors, however, to accommodate another polling station within the existing one may cause confusion to some electors and may delay the voting process.

There is no charge for using school premises other than for heating and lighting.

Recommendation:

That Option 1 be agreed as the designated polling place for polling district FB.

2. Hoylake and Meols Ward

Polling District ND:-

The current polling place is Westbourne Community Centre [Westbourne Road]. Electoral Services has recently received communication from the Manager that the Centre would not be available for use at the forthcoming elections in May 2015 due to a block booking opportunity.

Investigations for an alternative venue have been carried out by Electoral Services and a proposal has been identified.

The proposed alternative venue is West Kirby Methodist Church Hall [Westbourne Road]. It would offer reasonable facilities for voting and would be accessible to all electors.

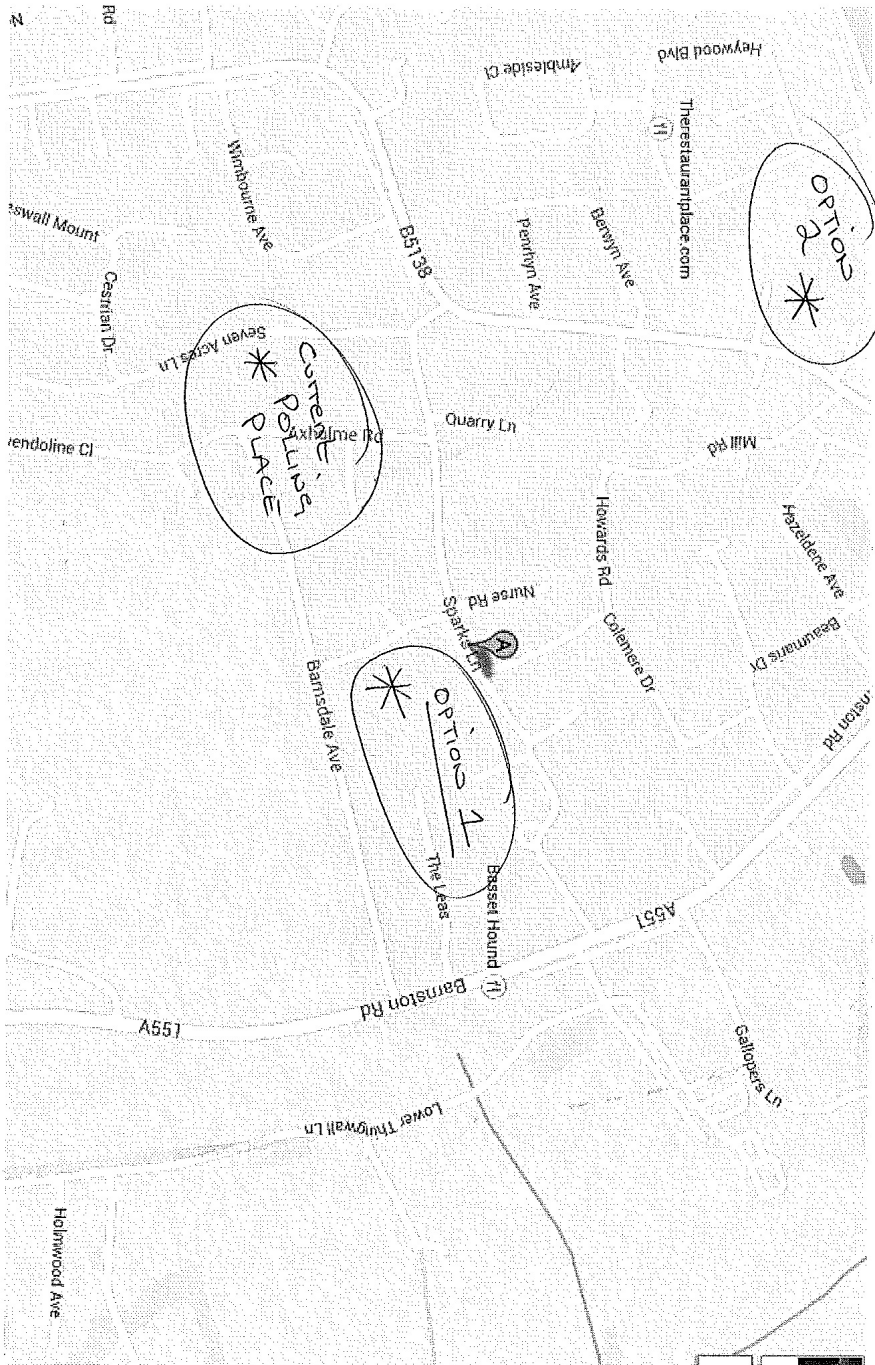
The vicar of West Kirby Methodist Church has indicated that the church hall could be used as a polling place subject to availability.

There would be a hire cost for using West Kirby Methodist Church Hall [Westbourne Road] as a polling place in 2015 but is yet to be determined.

Recommendation:

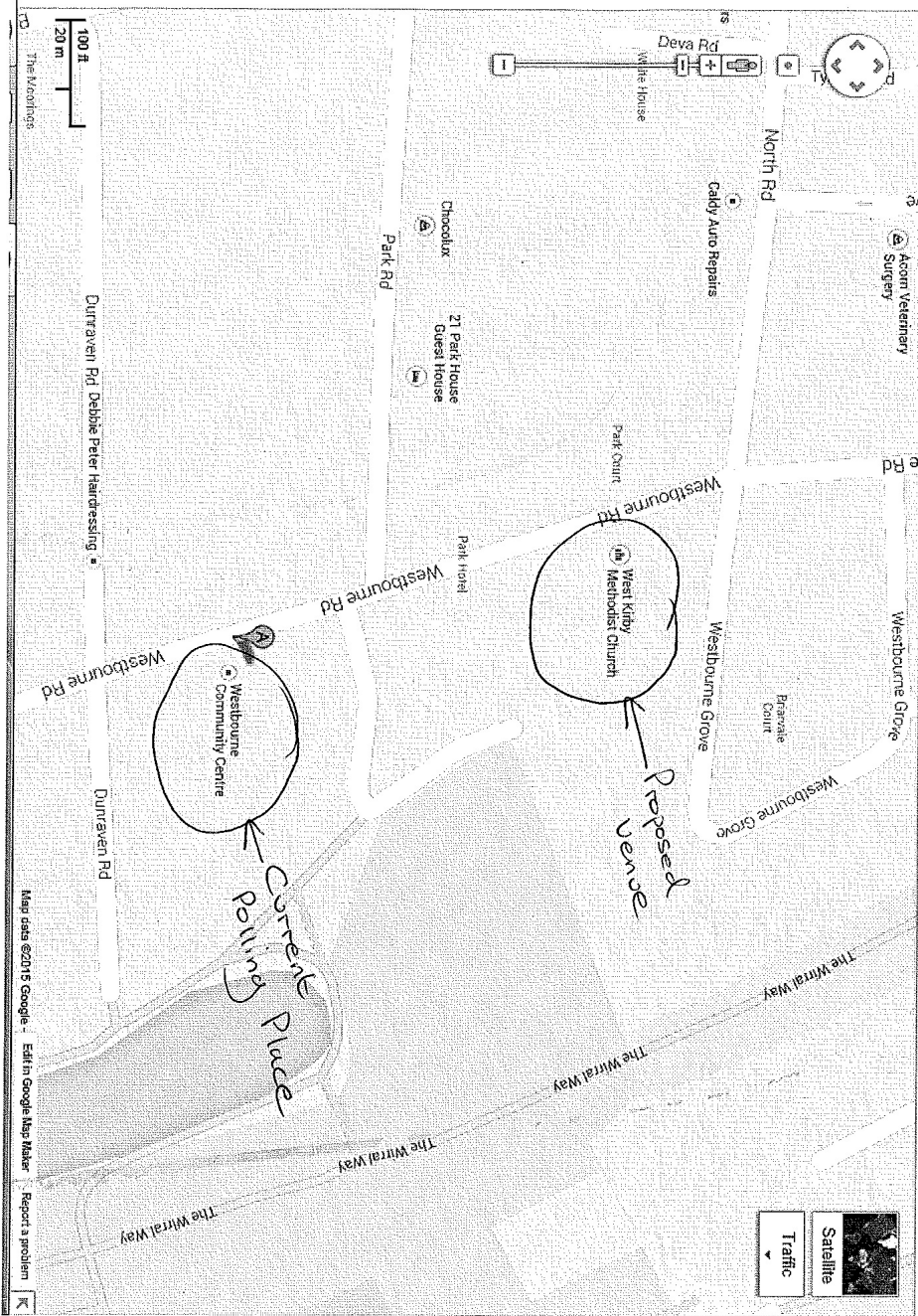
That West Kirby Methodist Church Hall [Westbourne Road] is agreed as the designated polling place, subject to availability, for polling district ND for the forthcoming elections in May 2015 and that Westbourne Community Centre be re-designated as the polling place for polling district ND in the future.

Map of proposed options for polling place for polling district FB



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Map of proposed polling place for polling district ND



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