



Regulatory and General Purposes Committee

Date:	Wednesday, 1 February 2023
Time:	6.00 p.m.
Venue:	Committee Room 1 - Wallasey Town Hall

Contact Officer: Anne Beauchamp
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Please note that public seating is limited therefore members of the public are encouraged to arrive in good time.

Wirral Council is fully committed to equalities and our obligations under The Equality Act 2010 and Public Sector Equality Duty. If you have any adjustments that would help you attend or participate at this meeting, please let us know as soon as possible and we would be happy to facilitate where possible. Please contact committeeservices@wirral.gov.uk

This meeting will be webcast at <https://wirral.public-i.tv/core/portal/home>

AGENDA

1. **WELCOME AND INTRODUCTION**
2. **APOLOGIES**
3. **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 item on the agenda and state the nature of the interest.

4. **PUBLIC AND MEMBER QUESTIONS**
 - 4.1 **Public Questions**

Notice of question to be given in writing or by email by noon, Friday 27 January 2023 to the Council's Monitoring Officer (via the online form here: [Public Question Form](#)) and to be dealt with in accordance with Standing Order 10.

Please telephone the Committee Services Officer if you have not received an acknowledgement of your question by the deadline for submission.

For more information on how your personal information will be used, please see this link: [Document Data Protection Protocol for Public Speakers at Committees | Wirral Council](#)

4.2 Statements and Petitions

Notice of representations to be given in writing or by email by 12 noon, Friday 27 January 2023 to the Council's Monitoring Officer (committeeservices@wirral.gov.uk) and to be dealt with in accordance with Standing Order 11.1.

Petitions may be presented to the Committee if provided to Democratic and Member Services no later than 10 working days before the meeting, at the discretion of the Chair. The person presenting the petition will be allowed to address the meeting briefly (not exceeding three minutes) to outline the aims of the petition. The Chair will refer the matter to another appropriate body of the Council within whose terms of reference it falls without discussion, unless a relevant item appears elsewhere on the agenda. If a petition contains more than 5,000 signatures, it will be debated at a subsequent meeting of Council for up to 15 minutes, at the discretion of the Mayor.

Please telephone the Committee Services Officer if you have not received an acknowledgement of your statement/petition by the deadline for submission.

4.3 Questions by Members

Questions by Members to dealt with in accordance with Standing Orders 12.3 to 12.8.

5. MINUTES (Pages 1 - 4)

To approve the accuracy of the minutes of the meeting held on 16 November 2022.

6. MINUTES OF THE REGULATORY PANEL (Pages 5 - 20)

To approve the accuracy of the minutes of the meetings of the Regulatory Panels held on 11 and 25 November 2022 and 2, 9 and 16 December 2022.

7. **BOROUGH ELECTION FEES & CHARGES (Pages 21 - 26)**
8. **POLLING PLACES REVIEW (Pages 27 - 34)**
9. **WIRRAL AWARDS 2022 (Pages 35 - 38)**
10. **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

The following items contain exempt information.

RECOMMENDATION: That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

11. **WIRRAL AWARD 2022 - EXEMPT APPENDIX - RECOMMENDATIONS OF THE WIRRAL AWARD WORKING PARTY (Pages 39 - 98)**

Terms of Reference

The terms of reference for this committee can be found at the end of this agenda.

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REGULATORY AND GENERAL PURPOSES COMMITTEE

Wednesday, 16 November 2022

<u>Present:</u>	Councillor	A Hodson (Chair)	
	Councillors	C O'Hagan C Davies J Hoey C Jones M Booth D Burgess-Joyce	M Collins S Williams C Cooke D Mitchell K Greaney
<u>Apologies:</u>	Councillors	S Bennett D Kenny L Fraser	

11 WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting and those watching the webcast.

12 APOLOGIES

The Chair confirmed that apologies had been received from Councillors S Bennett, L Fraser and D Kenny.

13 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 item on the agenda and state the nature of the interest.

No such declarations were made.

14 PUBLIC AND MEMBER QUESTIONS

The Chair reported that no questions, statements or petitions had been received from members of the public and that Councillor Cooke had asked why the Charitable Trusts Sub-Committee could not meet until the Mayor's Charity was registered with the Charity Committee in order to discuss future plans going forward.

In response, the Chair referred to Part 3, Section B of the Constitution of the Council which sets out at Paragraph 8.3 the Terms of Reference of the Charitable Trusts Sub-Committee and advised that as such the Charitable Trusts Sub-Committee only has responsibilities in respect of discharging the Council's role as corporate trustee of the EF Callister Youth Club Charity and the Wirral Borough Council Mayor's Charity, it has no power to set up other charities or charitable organisations.

15 **MINUTES**

Resolved – That the accuracy of the minutes of the meeting held on 27 September 2022 be approved.

16 **MINUTES OF THE REGULATORY PANEL**

Resolved – That the accuracy of the minutes of the meetings of the Regulatory Panel held on 7, 9 and 23 September and 14 October 2022 be approved.

17 **POLLING PLACES REVIEW**

The Head of Democratic and Member Services submitted a report which set out the findings following a review undertaken in respect of the use of polling station venues in three wards which were currently used as polling places for the purposes of Local Authority, Parliamentary and other elections.

The Head of Democratic and Member Services informed Members that the report provided guidance on selecting polling places and an outline of alternative polling places which had been identified by the Returning Officer. He reported that local Ward Members had been consulted in respect of options and costs associated with the hire of alternative venues which were detailed within the exempt Appendix 2 to the report.

Members of the Committee were asked to consider and comment on the report and agree to the relocating of the three polling places detailed in section 3 of the report.

The Head of Democratic Services referred to the objective criteria used when considering the overall suitability of a polling place or polling station.

It was recommended that the Polling Station for Polling District EA be moved from Bedford Drive Primary School to Byrne Avenue Baths; GD be moved from Brackenwood Junior School to Brackenwood Infants School and JB be moved from the Scout Hut to the Youth Space, St Anselmians Rugby Club, the details of which were outlined within the appendices to the report.

Resolved (by assent) –

- (1) That the report be noted.**
- (2) That the proposed relocations of the three polling places as detailed in section 3 of the report be implemented in readiness for the May 2023 Local Authority Elections.**

18 MARKETS RIGHTS LICENCE APPLICATION FEE

The Head of Legal Services (Deputy Monitoring Officer) submitted a report requesting that Members of this Committee approve a proposed fee for the administration and processing of applications for a Market Rights Licence.

The Licensing Manager advised that the Market Rights Policy had been approved by Members of this Committee on 27 September 2022. The cost of processing an application for a Market Rights Licence was estimated to be £55.00. It was reported to Members of the Committee that these costs reflected officer time to process applications and that this did not take into account the costs of referring an application to a Regulatory Panel should this be necessary. The Licensing Manager advised Members of the Committee that the fee would be reviewed in advance of the next financial year.

The Chair thanked the Licensing Manager and staff for their work.

Resolved (by assent) – That the proposed fee of £55.00 for the administration and processing of applications for a Market Rights Licence as set out within the report be agreed.

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REGULATORY PANEL

Friday, 11 November 2022

Present: Councillors A Hodson (Chair)
S Bennett
M Booth
D Burgess-Joyce
C Davies

73 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Panel 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 S Bennett declared a personal interest in Item 4 – Private Hire Driver Licence (RAO), by virtue of being acquainted with the applicant (minute 76 refers).

74 PRIVATE HIRE VEHICLE LICENCE APPLICATION - PEUGEOT 308, REGISTRATION NUMBER DU65 GAA

The Head of Legal Services reported upon an application received to license a Peugeot 308, registration number DU65 GAA, as a Private Hire Vehicle outside the current criteria which states that side and rear windows must allow at least 70% of light to be transmitted through.

In September 2017 Members of the Licensing Health and Safety and General Purposes Committee approved criteria for licensing Private Hire Vehicles.

Paragraph 36 of the criteria states that: The front windscreen must let at least 75% of light through and all other windows must let at least 70% of light through.

The date of first registration of the vehicle was 16 September 2015.

The applicant attended the meeting with the vehicle which was inspected by Members. The applicant informed Members of the Panel that he undertakes work exclusively transporting patients to receive medical treatment. The Panel were made aware that the applicant also held a Private Hire Operator Licence. The applicant advised Members of the Panel that he would be willing for both the Private Hire Vehicle Licence and the Private Hire Operator Licence to have a condition that restricts the use of the vehicle to only undertake this type work.

Resolved –

- (1) That the application to license the Peugeot 308, Registration Number DU65 GAA, as a Private Hire Vehicle outside the current criteria which states that side and rear windows must allow at least 70% of light to be transmitted through be granted.
- (2) That the Private Hire Vehicle Licence and Private Hire Operator Licence be restricted to transporting passengers to and from hospital to undergo medical treatment as outlined at the hearing.

75 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The Public Interest Test had been applied and favoured exclusion.

76 **PRIVATE HIRE DRIVER LICENCE (RAO)**

Councillor S Bennett declared a personal interest in this matter and left the meeting during its consideration (minute 73 refers).

The Head of Legal Services submitted a report for Members to consider whether RAO should be granted a Private Hire Driver Licence.

RAO attended the meeting and made representations in respect of the application.

Members of the Panel and their legal advisor questioned RAO.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That RAO's application for a Private Hire Driver Licence be granted.

Members of the Panel observed 2 minutes' silence at 11.00 am for Armistice Day

Councillor M Booth in attendance for consideration of the following 2 items

77 **PRIVATE HIRE DRIVER LICENCE (GMCW)**

The Head of Legal Services submitted a report for Members to consider whether GMcW should be granted a Private Hire Driver Licence.

GMcW attended the meeting and made representations in respect of the application.

Members of the Panel and their legal advisor questioned GMcW.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That GMcW’s application for a Private Hire Driver Licence be granted.

78 **PRIVATE HIRE DRIVER LICENCE (MDKR)**

The Head of Legal Services reported upon an application received by MDKR for the grant of a Private Hire Driver Licence. MDKR attended the meeting with his wife and made representations in respect of the application.

Members of the Panel and their legal advisor questioned MDKR.

Members gave due consideration to the representations made and exercised their right to consider each case on its individual merits in light of the representations made.

In determining the matter Members also gave serious consideration to their overriding responsibility in respect of the protection and safety of the public. The Panel applied the principle of proportionality enshrined within the Human Rights Act 1998.

Resolved (3:2) (Councillors M Booth and D Burgess-Joyce dissenting) – That MDKR’s application for the grant of a Private Hire Driver Licence be refused.

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REGULATORY PANEL

Friday, 25 November 2022

Present:

Councillor A Hodson (Chair)

Councillors S Bennett
M Booth

D Mitchell
C O'Hagan

79 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members of the Panel 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.

No such declarations were made.

80 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - PEUGEOT 308, REGISTRATION NUMBER PK62 XBF**

The Head of Legal Services reported upon an application received to license a Peugeot 308, registration number PK62 XBF, outside the current age policy for licensing Private Hire Vehicles. The vehicle had been licensed as a Private Hire Vehicle since 24 January 2022 and the current licence was due to expire on 10 December 2022. The date of first registration of the vehicle was 10 December 2012. The vehicle had been examined at one of the Council's authorised testing stations and the pass certificates were available for Members.

The proprietor of the vehicle was present at the meeting with the vehicle which Members of the Panel inspected.

Resolved – That subject to cosmetic repairs to the bodywork being carried out, the staining on the front passenger seat being attended to and the vehicle being checked by a Licensing Officer, the application to license the Peugeot 308, registration number PX62 XBF, as a Private Hire Vehicle be granted for six months.

81 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - FORD TRANSIT, REGISTRATION NUMBER BV66 KDF**

The Head of Legal Services reported upon an application received to license a Ford Transit, registration number BV66 KDF, as a Private Hire Vehicle outside the current criteria which states that side and rear windows must allow at least 70% of light to be transmitted through.

In September 2017 Members of the Licensing Health and Safety and General Purposes Committee approved criteria for licensing Private Hire Vehicles.

Paragraph 36 of the criteria states that: The front windscreen must let at least 75% of light through and all other windows must let at least 70% of light through.

It was reported that the date of first registration of the vehicle was 2 September 2016 and should a licence be granted, the vehicle would be used to undertake work exclusively under and in strict accordance with the terms and conditions of a contract issued by the Council to transport children to and from educational establishments.

The applicant attended the meeting together with two other persons in support of their application and the vehicle which was inspected by Members.

The applicant informed Members of the Panel that a DBS checked pupil escort would always be present in the vehicle when transporting children to and from educational establishments and that the vehicle had been equipped with CCTV.

In determining the application, Members took into consideration that the vehicle would be used exclusively to transport children to and from educational establishments, that there would always be a DBS pupil escort present in the vehicle and that the vehicle had been equipped with CCTV.

Resolved – That due to the restricted use of this vehicle, the fact that there would always be a pupil escort present in the vehicle and that CCTV had been fitted in the vehicle, the application to license the Ford Transit, Registration Number BV66 KDF, as a Private Hire Vehicle be granted.

82 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - FORD TRANSIT, REGISTRATION NUMBER GY67 FPK**

The Head of Legal Services reported upon an application received to license a Ford Transit, registration number GY67 FPK, as a Private Hire Vehicle outside the current criteria which states that side and rear windows must allow at least 70% of light to be transmitted through.

In September 2017 Members of the Licensing Health and Safety and General Purposes Committee approved criteria for licensing Private Hire Vehicles.

Paragraph 36 of the criteria states that: The front windscreen must let at least 75% of light through and all other windows must let at least 70% of light through.

It was reported that the date of first registration of the vehicle was 5 December 2017 and should a licence be granted, the vehicle would be used to undertake work exclusively under and in strict accordance with the terms and conditions of a contract issued by the Council to transport children to and from educational establishments.

The applicant attended the meeting together with two other persons in support of their application and the vehicle which was inspected by Members.

The applicant informed Members of the Panel that a DBS checked pupil escort would always be present in the vehicle when transporting children to and from educational establishments and that the vehicle had been equipped with CCTV.

In determining the application, Members took into consideration that the vehicle would be used exclusively to transport children to and from educational establishments, that there would always be a DBS pupil escort present in the vehicle and that the vehicle had been equipped with CCTV.

Resolved – That due to the restricted use of this vehicle, the fact that there would always be a pupil escort present in the vehicle and that CCTV had been fitted in the vehicle, the application to license the Ford Transit, Registration Number GY67 FPK, as a Private Hire Vehicle be granted.

83 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The Public Interest Test had been applied and favoured exclusion.

84 **PRIVATE HIRE DRIVER LICENCE (CJC)**

The Head of Legal Services submitted a report for Members to consider whether CJC should continue to hold a Private Hire Driver Licence.

CJC attended the meeting and made representations. CJC responded to questions from Members and the legal advisor to the Panel.

Members considered carefully the responses made by CJC.

Members gave due consideration to all of the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That CJC be allowed to continue to hold a Private Hire Driver Licence.

85 **PRIVATE HIRE DRIVER LICENCE (MMR)**

The Head of Legal Services reported upon an application received by MMR for the grant of a Private Hire Driver Licence. MMR attended the meeting with his legal representative and made representations in respect of the application.

Members of the Panel and their legal advisor questioned MMR and his legal representative.

Members gave due consideration to the representations made and exercised their right to consider each case on its individual merits in light of the representations made.

In determining the matter Members also gave serious consideration to their overriding responsibility in respect of the protection and safety of the public. The Panel applied the principle of proportionality enshrined within the Human Rights Act 1998.

Resolved – That MMR's application for the grant of a Private Hire Driver Licence be refused.

REGULATORY PANEL

Friday, 2 December 2022

Present:

Councillors S Bennett
D Burgess-Joyce
C Davies

86 **APPOINTMENT OF CHAIR**

In the absence of the Chair, it was –

Resolved – That Councillor S Bennett be appointed Chair for this meeting.

87 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members of the Panel 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.

No such declarations were made.

88 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - TOYOTA PRIUS PLUS, REGISTRATION NUMBER LX18 SZV**

The Head of Legal Services reported upon an application received to license a Toyota Prius Plus, registration number LX18 SZV as a Private Hire Vehicle to carry six passengers.

It was reported that the current criteria that vehicles must comply with before being granted a Private Hire Vehicle Licence included the following:

- The vehicle must be fitted (in addition to the front drivers and passengers doors) with at least two side/rear opening doors and all doors must be easily accessible to all passengers and capable of being opened from inside.

In accordance with the above criteria, the vehicle had been issued with a Private Hire Vehicle Licence to carry four passengers on 17 November 2022.

The proprietor of the vehicle had requested that the vehicle be licensed for 6 passengers which would include two rear seats that did not allow easy access to the passenger doors. The proprietor was in attendance at the meeting with the vehicle which was inspected by Members of the Panel who reported that

the two rear seats did not allow easy access to the doors, resulting in there being difficulty in accessing and exiting the vehicle from these seats.

Resolved – That, as there was no good reason to act outside of the Council’s Policy for licensing Private Hire Vehicles, the application to license a Toyota Prius Plus, registration number LX18 SZV as a Private Hire Vehicle to carry six passengers be refused.

89 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - IVECO DAILY, REGISTRATION NUMBER GN09 MUP**

The Head of Legal Services reported upon an application received to license an Iveco Daily, registration number GN09 MUP, outside the current age policy for licensing Private Hire Vehicles. The vehicle had been licensed as a Private Hire Vehicle since 24 January 2019 and the current licence was due to expire on 5 January 2023. The date of first registration of the vehicle was 29 July 2009. It was reported that should a licence be granted, the vehicle would be used to undertake work exclusively under and in strict accordance with the terms and conditions of a contract issued by the Council to transport children to and from educational establishments. The vehicle had not yet been examined at one of the Council’s authorised testing stations however should the application be granted the vehicle would be tested in accordance with the criteria for licensing Private Hire Vehicles.

The proprietor of the vehicle was present at the meeting with the vehicle which Members of the Panel inspected.

Resolved – That the application to license the Iveco Daily, registration number GN09 MUP, as a Private Hire Vehicle be granted for six months subject to the MOT and Compliance tests being satisfactory and any advisories reported as part of the MOT being attended to.

90 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - FORD TRANSIT, REGISTRATION NUMBER GY61 VLL**

The Head of Legal Services reported upon an application received to license a Ford Transit, registration number GY61 VLL, outside the current age policy for licensing Private Hire Vehicles. The vehicle had been licensed as a Private Hire Vehicle since 3 September 2020 and the current licence was due to expire on 29 December 2022. The date of first registration of the vehicle was 30 December 2011. It was reported that should a licence be granted, the vehicle would be used to undertake work exclusively under and in strict accordance with the terms and conditions of a contract issued by the Council to transport children to and from educational establishments. The vehicle had been examined at one of the Council’s authorised testing stations and the pass certificates were available for Members.

The proprietor of the vehicle was present at the meeting with the vehicle which Members of the Panel inspected.

Resolved – That the application to license the Ford Transit, registration number GY61 VLL, as a Private Hire Vehicle be granted for six months subject to documentation being provided to the Licensing Authority confirming that the advisories referred to on the MOT certificate had been carried out.

91 **PRIVATE HIRE VEHICLE LICENCE APPLICATION - IVECO DAILY, REGISTRATION NUMBER WA60 EWB**

The Head of Legal Services reported upon an application received to license a Iveco Daily, registration number WA60 EWB, outside the current age policy for licensing Private Hire Vehicles. The vehicle had been licensed as a Private Hire Vehicle since 31 October 2018 and the current licence was due to expire on 12 January 2023. The date of first registration of the vehicle was 15 December 2010. It was reported that should a licence be granted, the vehicle would be used to undertake work exclusively under and in strict accordance with the terms and conditions of a contract issued by the Council to transport children to and from educational establishments. The vehicle had not yet been examined at one of the Council's authorised testing stations however should the application be granted the vehicle would be tested in accordance with the criteria for licensing Private Hire Vehicles.

The proprietor of the vehicle was present at the meeting with the vehicle which Members of the Panel inspected.

Resolved – That the application to license the Iveco Daily, registration number WA60 EWB, as a Private Hire Vehicle be granted for six months subject to the MOT and Compliance tests being satisfactory and any advisories reported as part of the MOT being attended to.

92 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The Public Interest Test had been applied and favoured exclusion.

93 **PRIVATE HIRE DRIVER LICENCE (BMD)**

The Head of Legal Services submitted a report for Members to consider whether BMD should be granted a Private Hire Driver Licence.

BMD attended the meeting and made representations in respect of the application.

Members of the Panel and their legal advisor questioned BMD.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That BMD’s application for a Private Hire Driver Licence be granted.

94 **PRIVATE HIRE DRIVER LICENCE (NU)**

The Head of Legal Services reported upon an application received by NU for the grant of a Private Hire Driver Licence. NU attended the meeting with his legal representative and made representations in respect of the application.

Members of the Panel and their legal advisor questioned NU and his legal representative.

Members gave due consideration to the representations made and exercised their right to consider each case on its individual merits in light of the representations made.

In determining the matter Members also gave serious consideration to their overriding responsibility in respect of the protection and safety of the public. The Panel applied the principle of proportionality enshrined within the Human Rights Act 1998.

Resolved – That NU’s application for the grant of a Private Hire Driver Licence be refused.

REGULATORY PANEL

Friday, 9 December 2022

Present:

Councillors	S Bennett	L Fraser
	D Burgess-Joyce	C O'Hagan
	C Davies	

95 **APPOINTMENT OF CHAIR**

In the absence of the Chair, it was –

Resolved – That the Vice-Chair, Councillor C O'Hagan be appointed Chair for this meeting.

96 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members of the Panel 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.

No such declarations were made.

97 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The Public Interest Test had been applied and favoured exclusion.

98 **PRIVATE HIRE DRIVER LICENCE (CJS)**

The Head of Legal Services submitted a report for Members to consider whether CJS should continue to hold a Private Hire Driver Licence.

CJS attended the meeting and made representations. CJS responded to questions from Members and the legal advisor to the Panel.

Members considered carefully the responses made by CJS.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

In determining the matter Members also gave serious consideration to their overriding responsibility in respect of the protection and safety of the public. The Panel applied the principle of proportionality enshrined within the Human Rights Act 1998.

Resolved – That CJS’s Private Hire Driver Licence be revoked with immediate effect.

99 **PRIVATE HIRE DRIVER LICENCE (ME)**

The Head of Legal Services submitted a report for Members to consider whether ME should continue to hold a Private Hire Driver Licence.

ME attended the meeting and made representations. ME responded to questions from Members and the legal advisor to the Panel.

Members considered carefully the responses made by ME.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

In determining the matter Members also gave serious consideration to their overriding responsibility in respect of the protection and safety of the public. The Panel applied the principle of proportionality enshrined within the Human Rights Act 1998.

Resolved – That ME’s Private Hire Driver Licence be revoked with immediate effect.

REGULATORY PANEL

Friday, 16 December 2022

Present:

Councillors	D Burgess-Joyce	D Mitchell
	C Davies	S Williams
	K Greaney	

100 **APPOINTMENT OF CHAIR**

In the absence of the Chair, it was –

Resolved – That Councillor S Williams be appointed Chair for this meeting.

101 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members of the Panel 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.

No such declarations were made.

102 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The Public Interest Test had been applied and favoured exclusion.

103 **PRIVATE HIRE DRIVER LICENCE (DEK)**

The Head of Legal Services submitted a report for Members to consider whether DEK should be granted a Private Hire Driver Licence.

DEK attended the meeting and made representations in respect of the application.

Members of the Panel and their legal advisor questioned DEK.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That DEK’s application for a Private Hire Driver Licence be granted.

104 **PRIVATE HIRE DRIVER LICENCE (SDP)**

The Head of Legal Services submitted a report for Members to consider whether SDP should be granted a Private Hire Driver Licence.

SDP attended the meeting and made representations in respect of the application.

Members of the Panel and their legal advisor questioned SDP.

Members gave due consideration to the representations made and exercised their rights to consider each case on its individual merits in light of the representations made.

Resolved – That SDP’s application for a Private Hire Driver Licence be granted.



REGULATORY AND GENERAL PURPOSES COMMITTEE

01 February 2023

Report Title:	BOROUGH ELECTION FEES AND CHARGES
Report of:	DIRECTOR OF LAW & GOVERNANCE

REPORT SUMMARY

This report details the proposed fees to be paid to the Returning Officer and his staff employed to undertake duties at the local elections held within the Borough. The next scheduled local elections will take place on Thursday 4th May 2023.

This affects all wards and contributes to all of the Wirral Plan pledges by ensuring the delivery of the local elections.

The local election fees for 2023 are set out in Appendix 1. Fees and charges have been considered and endorsed by the Returning Officer.

RECOMMENDATION/S

The Regulatory and General Purposes Committee is recommended to endorse the decision of the Returning Officer pertaining to the fees as outlined in Appendix 1.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 It is considered good practice to present local election fees to this Committee.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 Consideration has been given to a range of fees which could be paid to the Returning Officer (RO) and his staff. The recommendation put forward has been informed by both national guidance and information gathered from other Merseyside Local Authorities. Fees are updated on an annual basis using the retail price index percentage increase.

3.0 BACKGROUND INFORMATION

- 3.1 In accordance with the Representation of the People's Act 1983, the cost of a local government election is met from the local authority budget.

The local authority is required to appoint a Returning Officer (RO) to conduct these elections on their behalf. The RO has overall responsibility for the conduct of elections held within the Borough and although appointed by the Council, the RO is personally (not corporately) responsible for the management of elections. The Returning Officer role is distinct and separate from their duties as an employee of the Council.

- 3.2 The Returning Officer plays a central role in the democratic process and in ensuring that the election is administered effectively and that, as a result, the experience of voters and those standing for election is a positive one.

- 3.3 The Returning Officer is personally responsible for: -

- publishing the notice of election
- administering the nomination process
- preparation of all ballot papers.
- publishing the notice of poll and statement of persons nominated
- provision and notification of polling stations.
- appointment of presiding officers and polling clerks.
- appropriate administration and security of polling stations.
- Managing the postal voting process
- Verifying and counting the votes
- Declaring the result.
- issue, receipt and counting of postal ballot papers.

- 3.4 The role of Returning Officer is independent from their duties as a local government officer. The Returning Officer is directly accountable to the courts system as an independent statutory office holder and as such this is considered one of the fundamental reasons why a Returning Officer fee is paid.

- 3.5 The Returning Officer is the employer of the staff engaged specifically to run elections. The Council has a statutory obligation to provide the Returning Officer such resources considered necessary by the Returning Officer to run effective elections.

3.6 Appendix 1 sets out the proposed scale of fees for the Returning Officer and his staff employed in relation to running Borough elections.

3.7 The fees have been determined by comparing the current agreed fees increased (or decreased as the case may be) by the Retail Price Index set for January each year, a comparison of fees from other Merseyside authorities where available and considering the Council's Living Wage policy. It has been decided that the RO will increase the fees by 2.5% from the fees set for the May 2022 election.

4.0 FINANCIAL IMPLICATIONS

4.1 The fees and charges payable are set out in Appendix 1 of this report. Fees and charges will be met within the Elections Budget.

5.0 LEGAL IMPLICATIONS

5.1 Such implications are set out in this report
The role of the Returning Officer is prescribed by legislation and the Council has a statutory duty to provide the Returning Officer with such resources as are considered necessary by the Returning Officer to run effective elections as detailed in section 3 of the report.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

6.1 Such implications are set out in this report. The Council has a statutory obligation to provide the Returning Officer such resources considered necessary by the Returning Officer to run effective elections.

7.0 RELEVANT RISKS

7.1 In order for elections to be administered, election staff must be paid for work undertaken. Furthermore, it is imperative that election staff are engaged in election training for which a training fee is paid.

7.2 Failure to agree a fees and charges structure could undermine the effective administration of elections and result in the Returning Officer not being able to appoint the staff required to run elections which will expose the Council and Returning Officer to considerable risk and liability.

8.0 ENGAGEMENT/CONSULTATION

8.1 The five Merseyside authorities have been consulted and election fees have been compared. The Returning Officer has considered and agreed the fees and charges.

9.0 EQUALITY IMPLICATIONS

9.1 There are no direct equality implications relating to this report. The temporary election roles are open to all people who have relevant experience.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 There are no known environment or climate implications.

11.0 COMMUNITY WEALTH IMPLICATIONS

11.1 Residents from the Wirral and Combined Authority area are employed in temporary roles. Elections create local employment opportunities. Local venues are hired for use as polling places. Not only does this create a source of income for local businesses but it also generates interest and inclusion in local business events that may not have existed if the footfall into venues had not been created.

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APPENDICES

Appendix 1- scale of fees for the Returning Officer and his staff employed in relation to running Borough elections.

BACKGROUND PAPERS

Representation of the People Act 1983
MRA Allocations for the Police Area and Local Returning Officers at the Police and Crime Commissioner Elections on 6 May 2021 (including subsequent by-elections)
Retail Price Index- Office for National Statistics

TERMS OF REFERENCE

This report is being considered by the Regulatory and General Purposes Committee in accordance with Section 8.2(i) of its Terms of Reference: 'functions relating to elections and electoral registration not otherwise reserved to Full Council, including the making of recommendations to the Council as to recommendations to the Secretary of State on ward boundaries.'

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Regulatory and General Purposes Committee	20 March 2019
Regulatory and General Purposes Committee	22 March 2021
Regulatory and General Purposes Committee	23 March 2022

Appendix 1 Schedule of Borough Election Fees 2023

	Fees agreed by RO
Role	
Returning Officer (per area)	£315.92
Deputy Returning Officer (full powers)	20% of RO overall fee
Deputy Returning Officer (Specific powers)	10% of RO overall fee
Election Project Management in conjunction with a Deputy Returning Officer with full powers	50% of RO overall fee * OR Jo Miller calculation of additional hours – whichever is the greater
Presiding Officer	£234.00
Polling Station Inspector	£234.00
Poll Clerk	£174.50
Training (Presiding Officer/Polling Station Inspector)	£50.00 (no increase suggested)
Postal Vote Opening Supervisor (per hour)	£17.50
Postal Vote Opening Reviewers (per hour)	£13.40
Postal Vote Opening Clerks (per hour)	£11.25
Verification/Count Supervisor	£174.25
Head Counter	£128.65
Senior Counter	£107.65
Verification/Counting Assistant	£93.25 (Evening rate) £10.90/hr day rate
Poll Card Delivery per card	0.19p

Clerical (per 10,000 electors or part)	£546.60
Travelling Expenses Travelling expenses of the Returning Officer and any other officer employed by him where necessary to make arrangements for the poll or otherwise in connection with the conduct of the election.	£0.40p per mile

TABLE 2
Proposed Returning Officer Fees and Charges for Borough Elections

SCALE OF FEES	£ gross
Services	
Printing and provision of ballot papers	Actual and necessary
Printing official poll cards.	Actual and necessary
Printing and providing notices and other documents required in and about the election or poll and cost of publishing such notices and documents	Actual and necessary
Renting of any building, room or equipment for the purposes of the election and for expenses of heating, lighting and cleaning any building or room or repairs to equipment.	Actual and necessary
Hiring or constructing a polling station for the purposes of the election and for expenses of heating, lighting and cleaning any building or room or repairs to equipment.	Actual and necessary
Providing ballot boxes, including repairs	Actual and necessary
Conveyance of ballot boxes, equipment etc.	Actual and necessary
Delivery and collection of voting compartments	Actual and necessary
Printing copies of the register of electors	Actual and necessary
Postage.	Actual and necessary
Election stationery and materials, general stationery, telephone calls, bank charges, cost of delivery of documents to the Returning Officer and miscellaneous expenses.	Actual and necessary
Premium for Employer's Liability, Third Party and Personal Indemnity Insurance.	Actual and necessary
In an uncontested election	
For printing and providing notices and other documents required in and about the election and costs of publishing such notices and documents.	Actual and necessary
Postages, telephone calls and any other necessary miscellaneous expenses.	Actual and necessary



REGULATORY AND GENERAL PURPOSES COMMITTEE

1 FEBRUARY 2023

REPORT TITLE:	POLLING PLACES REVIEW
REPORT OF:	HEAD OF DEMOCRATIC & MEMBER SERVICES

REPORT SUMMARY

This report sets out the findings following a review undertaken in respect to the use of polling station venues in two wards, which are currently used as polling places for the purposes of Local Authority, Parliamentary and other elections.

The report details guidance on selecting polling places and an outline of alternative polling places which have been identified by the Returning Officer. Local ward members have been consulted in respect to options. Costs associated with the hire of alternative venues are detailed in the exempt appendix 2 to the report as they are commercially sensitive.

The recommendations contained within this report meet the objectives in the Wirral Plan 2021 – 26 in respect to the safe and pleasant communities and inclusive economy.

The recommendations in this report do not constitute a key decision.

RECOMMENDATION/S

The Regulatory and General Purposes Committee is recommended to

- a) Consider and comment on the report; and
- b) Agree to the relocating of the two polling places as detailed in section 3 of the report, in readiness for the May 2023 Local Authority Elections.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 A review of two venues which were used as Polling Places in May 2022 was commissioned by the Returning Officer, as a result of the Elections Office being informed that the venues in question would not be available for the delivery of the May 2023 Local Authority Election. Options, associated costs, and member views are presented for consideration in appendix 1 of the report.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 Options for the relocation of both polling places are detailed in Appendix 1 of the report, which also includes an explanation of why they have been discounted as viable alternatives.

3.0 BACKGROUND INFORMATION

- 3.1 When considering the overall suitability of a polling place or polling station the following criteria are considered:

External areas access and facilities:

Location:

- Is it reasonably accessible within the polling district?
- Is the building clearly identifiable?
- Does it avoid barriers for the voter such as steep hills, major roads, rivers, etc.?
- Does the building have level access or an alternative disabled route?
- Are the doors wide enough, and light enough, to be opened by someone using a motorised scooter / wheelchair?
- Are there convenient transport links?
- Are there adequate parking facilities for disabled people and polling station staff?

Internal areas access and facilities:

Entrance doors & Corridors:

- Are all external and internal doors easy to open?
- Are there any internal steps or hazards?
- Is the floor covering nonslip?
- Is there adequate heating and lighting?
- Are there toilet facilities for staff?
- Are there kitchen facilities for staff?

Size:

- Is there sufficient space inside to comfortably accommodate staff, voters, polling agents and observers?
- Is there suitable furniture available for staff and voters, where required?
- Can it accommodate more than one polling station if required?
- If multiple polling stations are required, is the polling place capable of accommodating all voters going into and out of the polling stations, even where there is a high turnout?

Availability:

- Is the building readily available in the event of any unscheduled elections?
- Is there any possibility that the building may be demolished as part of a new development?

Accessibility:

- Is the building accessible to all those entitled to attend the polling place?

3.2 **Bromborough Ward – Bromborough Civic Centre** is currently used for the Polling District HE. The Civic Centre has been closed since March 2020 with no future plans to reopen in time for the planned election. The Village Hall at St Barnabas Church is approximately 3 minutes' walk away from Bromborough Civic Centre, it has good parking facilities and good accessibility for all electors within the ward.

3.3 **Wallasey Ward – Wallasey Village Library**, which is currently used for Polling District VF, is part of the Community Asset Transfer programme and is scheduled to be transferred in early 2023, the library will undergo some building work prior to re-opening and as yet the dates for the building work have not been confirmed and may run through to the beginning of May 2023. St Hilary's Church is a suitable alternative for the local elections taking place on 4th May 2023, with a view to returning to Wallasey Village Library from May 2024 onwards.

3.4 In summary, it is recommended that the Polling Station for Polling District:

- a) HE is moved from Bromborough Civic Centre to The Village Hall, St Barnabas Church
- b) VF is moved from Wallasey Village Library to St Hilary's Church

4.0 FINANCIAL IMPLICATIONS

4.1 The annual budget set for Elections is £341,400. (2021/2022). This will be reduced in future years due to the move to Whole Council elections from May 2023.

4.2 Polling stations costs in 2022 were £30,300. The cost of polling stations increased from £27,000 to £30,300 in May 2022 due to changing 7 venues from schools to private venues.

4.3 The total hire cost for the two polling stations that were used in 2022 is nil cost as they are both Council owned buildings.

4.4 The total hire cost for the proposed venues will be £488.00 and the individual costs are detailed in Appendix 2.

4.5 If all proposals are implemented the increased costs will be £30,788.00, however, this is subject to a potential increase in costs for all polling stations due to the rise in energy costs across the UK.

4.6 All costs will be met from existing budgets.

5.0 LEGAL IMPLICATIONS

- 5.1 There is a legal duty on the local authority to provide accommodation for polling stations with the Representation of the People Act 1983, Chapter 2, Schedule 1, Part III, paragraph 22.
- 5.2 Planned elections do not have an impact on the 190 statutory days of education (189 days for –2022) as the 28 schools that do not open to pupils set a planned INSET day. Education (School Day and School Year) (England) Regulations 1999.
- 5.3 In the exception of an unexpected school closure due to unscheduled elections, a school can mitigate by a move to online virtual learning where an INSET day has not been planned.
- 5.4 Polling stations must be accessible to all -Section 20, 29 and 31, Equality Act 2010.
- 5.5 Use of schools and public rooms. The Returning Officer may use, free of charge, for the purpose of taking the poll or counting the votes a room in a school maintained or assisted by a local education authority - Rule 20(1)(a), The Local Elections (Principal Areas) (England and Wales) Rules 2006.
- 5.6 Provision of polling stations. The Returning Officer must provide a sufficient number of polling stations and, subject to the following provisions of this rule, must allot the electors to the polling stations in such manner as he thinks most convenient - Rule 23(1-4), The Local Elections (Principal Areas) (England and Wales) Rules 2006.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 There are no direct resource implications arising from this report.

7.0 RELEVANT RISKS

- 7.1 There is a legal duty on the local authority to provide accommodation for polling stations with the Representation of the People Act 1983, Chapter 2, Schedule 1, Part III, paragraph 22.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Ward councillors for the two affected wards of Bromborough and Wallasey have been consulted on the proposed moves and there have been no objections to the proposals.

9.0 EQUALITY IMPLICATIONS

- 9.1 Wirral Council has an ongoing responsibility under the Equality Act 2010 and the Public Sector Equality Duty (S149) to take equality implications into consideration in policy decision, implementation, and day to day activities. The impact on those with protected characteristics under the Act were taken into consideration during this exercise when assessing the overall suitability of a venue. Any changes to venues and or arrangements will be assessed with equality impacts in mind and other voting

practices such as proxy and postal voting remains in place for those who wish to use it.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 There are no environmental or climate implications arising from this report.

11.0 COMMUNITY WEALTH IMPLICATIONS

11.1 The use of privately owned venues benefits local businesses financially, but it also promotes and enhances the social network in the local area. Furthermore, it redirects wealth back into the local community.

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APPENDICES

Appendix 1 – Summary findings doc

Appendix 2 – Cost implications (contains exempt financial information)

BACKGROUND PAPERS

Representation of the People Act 1983

Equality Act 2010

The Local Elections (Principal Areas) (England and Wales) Rules 2006.

Education Act 1996

Polling Place visit reports

TERMS OF REFERENCE

This report is presented to Committee in accordance with section 8.2(i) of the Committees terms of reference

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Regulatory & General Purposes Committee	Thursday 20th Jan 2022

Appendix 1 – Summary Findings

Proposed Polling Stations to be moved from schools				
Ward	Polling District	Current venue	Alternative Venue	Recommendation
Bromborough	HE	Bromborough Civic Centre	Village Hall, St Barnabas Church	Suitable alternative venue. All ward Councillors support proposal. Recommend the Village Hall, St Barnabas Church as the most suitable venue for polling district HE.
Wallasey	VF	Wallasey Village Library	St Hilary's Church	Suitable alternative venue. All ward Councillors support proposal. Recommend St Hilary's Church as most suitable venue for polling district VF.

Polling District	Other Alternatives	Reason for not recommending
HE	Bromborough Social Club	No car parking available nearby, no accessible ramped entrance, entrance in a position whereby a ramp could not be installed
VF	St George's Primary School	School has been used previously but had to close for the day. Inset days for the calendar year have already been set and would require an additional closure day.
	28 th Wallasey Scout Hut	Entrance path to the scout hut is not considered DDA accessible for electors and access to the hut would be limited when St George's Road is closed twice during the day at school opening and closing times.
	Wirral Joint Services Club	Entrance path to the joint services club is not considered DDA accessible for electors and access to the club would be limited when St George's Road is closed twice during the day at school opening and closing times.
	The Mosslands School	The Mosslands does not have any rooms available without closing the school to some pupils and the election falls during GCSE and A'level time.
	Wallasey Cricket Club	The cricket club is out of the polling district.

Appendix 2 - Cost implications (contains exempt financial information)

Ward	PD	Current Location	Current Cost	Alternative	Cost
Bromborough	HE	Bromborough Civic Centre	£0	The Village Hall, St Barnabas Church	£288
Wallasey	VF	Wallasey Village Library	£0	St Hilary's Church	£200

Current hire charge for the venues listed above is £0 as they are council owned buildings.

Proposed cost to implement change £488.00

Increase of £488.00

Please note that signage will be required at each polling station to advise electors that the polling station has moved. The banners are approximately £50.00 - £100.00 each

Total for banners and hire costs £100.00 - £200.00



REGULATORY AND GENERAL PURPOSES COMMITTEE

1 FEBRUARY 2023

REPORT TITLE:	WIRRAL AWARD 2022
REPORT OF:	DIRECTOR OF LAW & GOVERNANCE AND MONITORING OFFICER

REPORT SUMMARY

The purpose of this report is to request agreement from the Committee that the Wirral Award be conferred on the nominees as recommended by the Wirral Award Working Party.

All nominations are considered annually by a working party of senior Councillors, and the Working Party's recommendations with regard to possible recipients of the Wirral Award are submitted to the Regulatory and General Purposes Committee for approval.

RECOMMENDATIONS

The Regulatory and General Purposes Committee is requested to:

- (1) agree to confer the Wirral Award upon the 11 nominees recommended by the Wirral Award Working Party; and
- (2) make appropriate arrangements for the recipients of the Award to be invited to a special ceremony as set out in paragraph 3.0 of this report.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 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.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 That the Committee resolve not to confer the Wirral Award upon the nominees received and recommended by the Wirral Award Working Party.

3.0 BACKGROUND INFORMATION

3.1 Nominations received and Wirral Award Working Party

In total, fourteen nominations for the Wirral Award 2022 were received and considered by the Wirral Award Working Party which met on 12 January 2023. The Wirral Award Working Party comprises the Leader of the Council, the Mayor and representatives of the political groups by way of Chair and spokespersons of the Regulatory and General Purposes Committee. Their recommendations are attached as an exempt appendix to this report for consideration.

The appendix attached to the report is exempt under Section 100 (A)(4) of the Local Government Act 1972, Paragraph 1 of Part 1 of Schedule 12A (as amended) to that Act on the grounds that it involves the likely disclosure of exempt information. Consideration has been given to the Public Interest Test.

When considering nominations, as a general rule the Council prefer to consider individuals rather than organisations unless the circumstances are exceptional.

A formal Award certificate will then be awarded to the successful nominees at a special ceremony to be held at a suitable venue.

3.2 Presentation Ceremony

Once nominations are agreed, a formal Award certificate will then be presented to the successful nominees at a future ceremony to be attended by:

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

4.0 FINANCIAL IMPLICATIONS

4.1 As in previous years, the costs associated with the Wirral Award would be accommodated within the existing approved Civic Services budget.

5.0 LEGAL IMPLICATIONS

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

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

6.1 It is customary for the Council to cover the cost of any hospitality that may be provided for the Wirral Award. There is no specific budget head for this but the funding required can be allocated from the Civic Services budget.

7.0 RELEVANT RISKS

7.1 There are none arising directly from this report.

8.0 ENGAGEMENT/CONSULTATION

8.1 Nominations have been sought from all areas of the local community for consideration by the Wirral Award Working Party.

9.0 EQUALITY IMPLICATIONS

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.

9.2 There are no equality implications arising from this report.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 There are no environmental or climate implications arising from this report.

11.0 COMMUNITY WEALTH IMPLICATIONS

11.1 There are none arising directly from the content of this report. The Wirral Award does however recognise and celebrate individuals who have contributed to the development of a resilient local community due to an outstanding achievement within the previous twelve months, or for distinguished service to the Borough over a period of twenty years or more.

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APPENDICES

Appendix 1 – Nomination forms for consideration (Exempt)

BACKGROUND PAPERS

Wirral Award application form.

TERMS OF REFERENCE

This report is being considered by the Regulatory and General Purposes Committee in accordance with Section 8.2 (j) of its Terms of Reference.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Licensing, Health and Safety and General Purposes Committee – Wirral Award 2019	22 January 2020
Regulatory and General Purposes Committee – Wirral Award 2020	19 January 2021
Regulatory and General Purposes Committee – Wirral Award 2021	20 January 2022

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Regulatory and General Purposes Committee – Terms of Reference

The principal role of the Regulatory and General Purposes Committee is as the administrative committee, established as an ordinary committee and acting under delegation pursuant to sections 101 and 102 of the Local Government Act 1972, and responsible for making decisions as licensing and registration authority on all regulatory matters not otherwise delegated to the Planning Committee or reserved to the Licensing Act Committee.

The Committee is charged by full Council to fulfil all of those functions, more particularly described as set out at Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended), and associated matters, including but not limited to:

- (a) functions relating to licensing, registration and ancillary matters other than those falling within the remit of the Licensing Act Committee, including but not limited to:
 - acupuncture, tattooing, ear-piercing and electrolysis;
 - caravan sites;
 - charity collections and street collections;
 - hackney carriage and private hire vehicle licences, drivers and operators;
 - entertainments;
 - market and street trading,
 - pleasure boats and pleasure vessels;
 - scrap yards;
 - sex shops and sex establishments;
 - solemnisation of marriages;
 - theatres and cinemas;
 - zoos, animal trainers and exhibitors and dangerous wild animals;
- (b) functions relating to health and safety at work, to the extent that those functions are discharged otherwise than in the authority's capacity as an employer;
- (c) functions relating to sea fisheries;
- (d) functions relating to statutory nuisance and contaminated land;
- (e) the passing of a resolution that schedule 2 to The Noise and Statutory Nuisance Act 1993 should apply in the authority's area;
- (f) commons regulation and town and village greens, the power to apply for an enforcement order against unlawful works on registered common land, the power to protect unclaimed registered common land and unclaimed town or village greens against unlawful interference and the power to institute proceedings for offences in respect of unclaimed land;
- (g) the power to make a closing order on a takeaway food shop;
- (h) the obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976;

- (f) functions relating to elections and electoral registration not otherwise reserved to Full Council, including the making of recommendations to the Council as to recommendations to the Secretary of State on ward boundaries;
- (g) Power to consider and make recommendations to the Council on matters relating to the name and status of the Borough and individuals; and
- (h) making recommendations to Council on the promotion or approval of local bill.