



**Notice of a public meeting of  
Licensing and Regulatory Committee**

**To:** Councillors Mason (Chair), Wells (Vice-Chair), Barker, Cuthbertson, Galvin, Hook, Hunter, Melly, D Myers, Norman, Orrell, Pearson, D Taylor, Warters and Kilbane

**Date:** Wednesday, 22 January 2020

**Time:** 5.30 pm

**Venue:** The Thornton Room - Ground Floor, West Offices (G039)

**AGENDA**

**1. Declarations of Interest**

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
  - any prejudicial interests or
  - any disclosable pecuniary interests
- which they may have in respect of business on this agenda.

**2. Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **5:00pm on Tuesday 21 January 2019.**

**Filming or Recording Meetings**

Please note that, subject to available resources, this meeting will be filmed and webcast, or recorded, including any registered public speakers who have given their permission. This broadcast can be viewed at <http://www.york.gov.uk/webcasts>.

Residents are welcome to photograph, film or record Councillors

and Officers at all meetings open to the press and public. This includes the use of social media reporting e.g. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at [http://www.york.gov.uk/download/downloads/id/11406/protocol\\_f\\_or\\_webcasting\\_filming\\_and\\_recording\\_of\\_council\\_meetings\\_20160809.pdf](http://www.york.gov.uk/download/downloads/id/11406/protocol_f_or_webcasting_filming_and_recording_of_council_meetings_20160809.pdf)

- 3. Minutes** (Pages 1 - 6)  
To approve and sign the minutes of the meeting held on 27 November 2019.
- 4. Review of Polling Districts and Polling Places 2019** (Pages 7 - 42)  
This report informs Members of the outcome and resulting recommendations following the conclusion of the review of polling districts, polling places and polling stations, as required by the Electoral Registration and Administration Act 2013.
- 5. Work Plan 2019-20** (Pages 43 - 44)  
To consider the Committee's work plan for the remainder of the 2019-20 municipal year.
- 6. Urgent Business**  
Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Angela Bielby

Contact Details:

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- E-mail – [a.bielby@york.gov.uk](mailto:a.bielby@york.gov.uk)

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

**This information can be provided in your own language.**

**我們也用您們的語言提供這個信息 (Cantonese)**

**এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)**

**Ta informacja może być dostarczona w twoim własnym języku. (Polish)**

**Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)**

**یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)**

** (01904) 551550**

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City of York Council

Committee Minutes

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Meeting	Licensing and Regulatory Committee
Date	27 November 2019
Present	Councillors Mason (Chair), Barker, Cuthbertson, Galvin, Hook, Hunter, Melly, Norman, Orrell, Pearson And Wartors
Apologies	Councillors Wells, Fitzpatrick, D Myers And D Taylor

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### 23. DECLARATIONS OF INTEREST

Members were invited to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests that they might have in respect of business on the agenda. No interests were declared.

### 24. MINUTES

Resolved: That the minutes of the meeting held on 9 October 2019 be approved, and then signed by the Chair as a correct record.

### 25. PUBLIC PARTICIPATION

It was reported that there had been three registrations to speak at the meeting under the Council's Public Participation Scheme.

Gene Nutt, a member of the United Trade York and Rank Marshall at York station, spoke on taxi licensing matters. He noted that there had been Uber drivers collecting customers in the station, under the portico, and that a number of Uber drivers were aggressive. He reported that he had been assaulted by an Uber driver, and that driver had since had his licence revoked. He asked how much more threatening behaviour and assaults York taxi drivers had to put up with from Uber drivers.

Wendy Loveday, a member of the United Trade York, spoke on taxi licensing matters. She reported that Transport for London (TfL) had revoked Uber's licence on public safety grounds. She

noted that the Uber app had allowed unlicensed drivers to operate and she questioned what the statistic for this would be nationally. She stated that Uber lied and advertised that they operated in York when they were not licensed in York and they were a threat to public safety. She asked that the West Yorkshire authorities ban Uber from operating in their areas.

Gwen Swinburn spoke on the general remit of the committee. She thanked the committee for the forward plan, including the performance management measures. She highlighted that the operators of the music festival at Clifton Park in June 2020 had not applied for a licence and she asked for the process for this to be clarified. Regarding taxi enforcement, she noted that there was a surplus in the taxi account for new resources to be applied to enable the service to be more proactive. This included the recruitment of staff and she requested an update on those commitments. She thanked the Chair for adding an Uber update as an urgent item and she asked if the item could be added to the work plan.

**26. TAXI LICENSING POLICY / VEHICLE LICENCE CONDITIONS - EXECUTIVE VEHICLES**

Members considered a report which sought their recommendation to the Executive Member for Housing and Safer Neighbourhoods for an amendment to the Taxi Licensing Policy (the Policy) with regards to Executive Vehicles, following a request from a vehicle licence proprietor and the operator of Executive Vehicles. The proprietor had Exemption Notices in line with the Council's Policy so that their executive vehicles did not have to display vehicle licence plates and signage. The proprietor was now seeking an amendment to the Policy so that such executive vehicles were also exempt from the requirements of private hire vehicle licence condition 19. Appendix 1 'Private Hire Vehicle Licence Conditions' of the Policy were attached at Annex 1 of the report.

The Licensing Manager was in attendance to present the report. She explained the background, current policy and consultation undertaken (for which there had been no responses). She explained the policy position with regards to the West Yorkshire authorities who allowed manufactured tint on vehicle windows. She then outlined the options available to Members. In response to questions raised she noted that she could check

what the definition of opaque was, She was asked and advised that the option of whether to only allow manufacturers tint was open to Members. She was also asked and clarified what work could be undertaken as part of contract work. She also clarified that cash could not be taken at the end of the hire and if a complaint was made about the acceptance of cash, this would be investigated proportionately.

Members considered Appendix 2 of the Taxi Licensing Policy and agreed the following amendments to be recommended to the Executive Member for Housing and Safer Neighbourhoods during her consideration of the policy:

Point 3

This policy sets out the requirements of the council with regards to the operators of private hire vehicles who wish to apply for or already hold an exemption with regards to the displaying of windows, licence plates and signage.

Point 8

Condition 19 of the Private Hire Vehicle Licence Conditions does not apply, the light transmittance of windows can be:

- i) All licensed vehicles shall be fitted with windscreen glass that has a light transmittance of 75% and windows to either side of the drivers head shall have a light transmittance of not less than 70%.
- ii) All other windows within licensed executive vehicles can be of any manufacturer's tint providing it is not opaque.

Point 12 (n)

The driver will not take the fare at the end of the hire.

It was then

Resolved: That Members approve Option 1 to take into consideration the request made by the operator of executive vehicles, as well as the policy positions in place for the West Yorkshire Authorities and recommend to the Executive Member of Housing and Safer Neighbourhoods the approval of the amendments to Appendix 2 of the Taxi Licensing Policy in relation to Private Hire Vehicle Licence Plate & Signage Exemption Policy, as detailed at Annex 3 of the report and the above amendments to points 3, 8 and 12.

Reason: The Council has already established a Policy with regards to executive vehicles which stipulates the vehicles use and therefore allows the exemption from displaying signage and licence plates.

**27. VEHICLE LICENCE CONDITIONS - WHEELCHAIR ACCESSIBLE VEHICLES**

Members considered a report which sought their approval to amend a vehicle licence condition, for both hackney carriage and private hire vehicles, relating to light transmittance of the tailgate (boot) window, following a request from a vehicle licence proprietor. The request related to wheelchair accessible vehicles (WAV) only.

The Licensing Manager gave an overview of the report noting the options available to Members. She noted that other authorities were not consulted as they all had different policies.

Resolved: That Members approve Option 1 to take into consideration the request made by the vehicle licence proprietor, and amend the vehicle licence condition (19) as detailed at paragraph 7 of the report, as this would mean more vehicles were available to become wheelchair accessible vehicles.

Reason: More vehicles will be available as wheelchair accessible vehicles without requiring modifications to tailgate (boot) windows.

**28. LICENSING UPDATE**

Members considered a report which updated them on the work undertaken by the Licensing Section since 1 April 2018. Annex 1 gave an overview of some of the applications received and processed by the Section since 1 April 2018 and Annex 2 gave an overview of some of the other work undertaken by the Section.

The Licensing Manager outlined the report, highlighting the licensing functions undertaken by the Licensing Section. In response to Member questions she noted that:



- In relation to the licensing of Exotic, Dangerous and Wild Animals, a gentleman had an F1 cat.
- Applications for Temporary Event Notices (TENs) were the responsibility of the operator
- The function of the section for Film Classification was related to when a film hadn't been given a classification, an application could be made to the Licensing Authority to make the classification.
- The responsibility for the licensing of cat and dog boarding facilities came into effect with the The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018.
- The Licensing Section had been involved with the police in a number of joint operations.

Resolved: That Members be updated on the work undertaken by the Licensing Section since 1 April 2018.

Reason: In order to be updated on the work of the Licensing Section.

## 29. **WORK PLAN 2019-20**

Members considered the committee's work plan for the current municipal year. It was agreed that there would be an Out of Town Taxi update at the next meeting.

Resolved: That the work plan at page 39 of the agenda pack be approved with the addition of an Out of Town Taxi update at the next meeting.

Reason: To ensure that the committee has a planned schedule of work for the year.

## 30. **URGENT BUSINESS**

The Chair advised Members that he considered the following items urgent under the Local Government Act 1972 as they were in the public interest.

### **Uber update**

The Licensing Manager reported that TfL had refused to renew Ubers operator's licence. She believed that it was Uber's

intention to appeal the decision. She explained that Uber could continue to operate legally until their appeal had had been heard and noted that their appeal would be heard at Magistrates Court. She added that this did not impact York. In answer to Member questions she explained that:

- The council was putting in a bid to put funding into enforcement.
- With regard to assaults at the railway station involving taxi drivers, the council had no jurisdiction as the station was on private land and came under the responsibility of British Transport Police. She noted that the licensing section would be meeting with British Transport Police.
- If the West Yorkshire authorities determined that they would no longer licence Uber this would mean that vehicles licensed in those authorities could not work in York.

The Chair noted that he had requested a report on taxi complaints at a future meeting.

### **York Festival Update**

The Licensing Manager explained that the operators of the festival would have to apply for a premises licence. She explained the application process noting that if representations were received within the 28 day period, the application would be determined by the Sub-Committee at a Licensing Hearing. She was asked and noted that the sports club on the site of the festival had an outdoor licence until 9.00pm, and they could either apply to vary their licence or request that the event organiser applied for their own premises licence. She added that she believed that the organiser would be applying for their own licence.

Cllr A Mason, Chair

[The meeting started at 5.30 pm and finished at 6.30 pm].



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**Licensing & Regulatory Committee****22 January 2020**

Report of the Returning Officer

**Review of Polling Districts and Polling Places 2019****1. Summary**

This report informs Members of the outcome and resulting recommendations following the conclusion of the review of polling districts, polling places and polling stations, as required by the Electoral Registration and Administration Act 2013.

**2. Background**

The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places with current reviews required to be completed by January 2020. The review by City of York Council was undertaken between 2 September 2019 and 1 November 2019.

By way of assistance:

- A polling district is defined as a geographical area created by the sub-division of a constituency or ward into smaller parts;
- A polling place is the room or area (eg a designated building) for a polling district into which polling stations are located; and
- A polling station is the room or area within a polling place where voting is conducted.

**3. Aim of the Review**

Local Authorities are required to divide their area into polling districts for the purposes of parliamentary elections and to designate polling places for these polling districts and to keep the same under review.

It is essential that the registered electorate is not disenfranchised when seeking to participate in an election and therefore Local Authorities must:

- Seek to ensure that all electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- Seek to ensure that so far as is reasonable and practicable the polling places they are responsible for are accessible to all electors, including those who are disabled; and when considering the designation of polling places, must have regard to the accessibility needs of disabled persons.

In conducting the compulsory review, Local Authorities must:

- Publish a notice of the holding of the review;
- Consult the (Acting) Returning Officer in a constituency which is wholly or partly in its area;
- Seek representations from the (Acting) Returning Officer to include information as to the location of polling stations within polling places;
- Publish the (Acting) Returning Officer's representations within 30 calendar days of receipt;
- Seek representations from persons that have expertise in relation to access to premises or facilities for person who have different forms of disability;
- Seek representations from electors in a constituency wholly or partly in the authority's area;
- Encourage representations to be made regarding proposals for alternative polling places;
- Publish the results of the review, giving reasons for its decision.

#### **4. Scope of the Review**

Consultation was undertaken with local political parties, ward councillors, parish councils and local community groups.

As part of this consultation exercise, comments and feedback obtained from staff employed and based at polling stations by the Returning Officer in the May elections held in 2019, has also been considered.

Prior to the commencement of the review, 89 of the City's 130 polling stations were visited and surveyed by members of the Electoral Services Team, to explore known concerns or matters raised by staff employed and based at the various polling stations during the May 2019 elections.

#### **5. Representations received**

Appendix A details the six representations received during review.

- Members of The Licensing and Regulatory Committee, at the meeting on 4 September 2019, suggested that schools should be avoided for use as polling stations.

For the City of York Council area the (Acting) Returning Officer does currently use 11 schools as polling places (hosting 18 polling stations). These are in polling districts where no other venue is available.

Whilst in legislation the (Acting) Returning Officer is entitled to use (free of charge) schools maintained or assisted by a local authority, as well as those schools that receive grants made out of monies provided by central Government (this includes academies and free schools), the (Acting) Returning Officer does actively review, following each election, the potential for alternative venues to avoid using schools.

- York Green Party submitted comments on the current use of York Barbican for DB polling district as a polling station and also the use of community hubs as possible polling stations.

York Barbican was used for the first time as a polling place for the three elections in 2019, as stated there is no dedicated parking available at the venue. For the size of electorate, York Barbican is suitable, but the (Acting) Returning Officer did receive a small number of comments at each election regarding the parking situation. For the next scheduled election on 7 May 2020, (election of the Police and Crime Commissioner) York Barbican is not available and the (Acting) Returning Officer is recommending as part of this report using an alternative venue of the Christian Science Church on Kilburn Road; this has a dedicated car park but it should be noted that this is a substantially smaller venue.

The possible use of community hubs would always be considered where they provide better alternatives to current venues or where venues become unavailable. They will be included in any future review for the relevant polling districts.

- Councillor Hollyer submitted a suggestion regarding the parish boundaries that polling districts follow. In several parishes the boundary dissects streets, requiring electors to travel further to polling stations.

This review cannot alter parish boundaries, but parish boundaries can be changed through a Community Governance Review with the parish councils, ward councillors and residents affected.

- Councillor Warters raised the ongoing problems encountered with the use of the York Auction Centre in Murton parish (polling district YHB) and a suggestion that Kexby Parish (polling district YHE) be provided with a mobile polling station.

The (Acting) Returning Officer in the Schedule of Polling Stations (Appendix B) has also highlighted that York Auction Centre is not suitable. This has excellent car parking, but the room made available is too small, difficult for the electorate to access given its location in the building and generally unsuitable for use as a polling place.

In Murton, the church has had renovations that would now make it suitable as a venue and it is located on a road with dedicated parking. The majority of the electorate for this polling district reside in Murton and it is believed that the walking distance to the church and the parking arrangements may be appropriate for both staff and those electors visiting by car.

Kexby Parish has not had a polling station located in the polling district since 1999 when a resident was no longer able to provide access to private building. The polling station was relocated as a substation to Dunnington, requiring electors who wish to vote in person to travel in the region of a 5 mile round trip.

Consideration can be given to providing a mobile polling station or approaching Derwent House Care Home to enquire if they are able to host a polling station for 190 electors.

## **6. (Acting) Returning Officers Comments and Recommendations**

Appendix B – Schedule of Polling Stations details the (Acting) Returning Officers comments and recommendations for change of venue(s) which can be summarised as follows:

- For DB polling district the Acting Returning Officer to use Christian Science Church as a polling station instead of York Barbican for next scheduled election.
- For DC polling district the ARO to move the polling station at from the Pupil Support Centre at Danesgate to St. Oswald's Church Hall on Main Street.
- For YHB polling district the ARO to move the polling station at Murton Auction Centre to Murton Church, Murton.
- For YHE polling district the ARO to investigate the best option for providing a polling station in the parish of Kexby and Scoreby Parish, rather than in Dunnington.

## **7. Corporate Objectives**

- Improve the way the Council and its partners work together to deliver better services.
- Improve our focus on the needs of customers and residents in designing and providing services.

There are no financial, human resource, crime and disorder, information technology or property implications.

## **8. Equalities**

A key component of this review is to ensure that those with a disability are able to have easy access to nominated polling places and polling stations. Equalities issues are consistently reviewed when delivering elections so as to ensure no-one eligible to vote is disenfranchised.

## **9. Legal**

As detailed within this report, a compulsory review of Polling Districts and Polling Places is required by the Electoral Administration and Registration Act 2013.

## **10. Risk management**

Failure to meet statutory requirements would represent an unacceptable risk to the authority.

## **Recommendation**

1. The Licensing and Regulatory Committee is asked to:

- a) Consider the outcomes and resulting proposals for the Review of Polling Districts and Polling Places 2019 and subject to any amendments;
- b) Recommend the proposals to Council for approval;
- c) Recommend to Council the following changes:
  - Christian Science Church to be used a polling station for DB polling district.
  - St. Oswald's Church Hall to be used a polling station for DC polling district.
  - Murton Church to be used a polling station for YHB polling district
  - A venue be located for Kexby to be used a polling station in YHE polling district.

2. Council is asked to Resolve that:



- a) The proposals for the Review of Polling Districts and Polling Places 2019 be approved;
- b) Members are requested to agree to recommendations for changes to venues as set out by the (Acting) Returning Officer in Appendix B – Schedule of Polling Stations and (Acting) Returning Officers comments and recommendations.

**Reason**

In order to ensure that the Council complies with statutory requirements of the provision of polling places and polling stations for electors.

**Contact Details**

**Author:**

Andrew Flecknor  
Electoral Services Manager  
Customer & Corporate  
Services  
Tel 552032

**Chief Officer Responsible for the report:**

Janie Berry  
Director of Governance and Deputy  
Returning Officer

**Report  
Approved**

**Date** 13/1/20

**Wards Affected:**

All

**For further information please contact the author of the report**

**Annexes**

Annex A - Schedule of Representations received;  
Annex B - Schedule of Polling Station and (Acting) Returning Officer Comments and Recommendations

**Background Papers**

Electoral Registration and Administration Act 2013  
<http://www.legislation.gov.uk/ukpga/2013/6/contents/enacted>

Representation of the People Act 1983  
<http://www.legislation.gov.uk/ukpga/1983/2>

The Review of Polling Districts and Polling Places (Parliamentary Elections)  
Regulations 2006

<http://www.legislation.gov.uk/uksi/2006/2965/contents/made>

Report to the Licensing and Regulatory Committee dated 4<sup>th</sup> September 2019

<https://democracy.york.gov.uk/ieListDocuments.aspx?CId=606&MId=11670>

# **SCHEDULE OF REPRESENTATIONS**

Polling District, Polling Place and Polling Station Review 2019

*Appendix A*

Submitted By	Specific Ward(s)	Polling Station(s)	Comments
Licencing and Regulatory Committee	All Wards	Schools used as polling stations	At the meeting held on 4 September 2019, Members suggested that schools should be avoided as used for polling stations
York Green Party	Fishergate	York Barbican	Propose change to Barbican as not suited for DB polling district and no suitable parking available for disabled. St George's School, Melbourne Centre or Christian Science Church would be suggestions.
York Green Party	All Wards	Alternative venues	<p>1. Reason for changing the location of polling station in terms of  (a) making them as accessible by public transport as possible and  (b) removing them from schools wherever possible to reduce the disruption of education for children.</p> <p>2. With regard to Huntington and New Earswick, there is only one polling station for the whole of New Earswick but it is very accessible by public transport so I don't have an issue with it.</p> <p>3. And it's in the Folk Hall which is a community hub so I think it should stay there.</p> <p>Consider locating at any of the burgeoning community hubs around the city? : These are proven places of increased community engagement</p> <ul style="list-style-type: none"> <li>-Red Tower</li> <li>-Chapelfields</li> <li>- Foxwood</li> <li>-Tang Hall community Centre</li> </ul>
Councillor A. Hollyer	Haxby and Wigginton	All	<p>Where the issues with the polling districts are down to historic parish boundaries are they possible to be fixed in this review?</p> <p>The main issues I can think of are places (like Clifton Without) where there are a few houses in the 'wrong' polling district which I think are due to the parish boundary - which I guess can't be sorted without fixing those as well.</p>

Councillor J. Galvin	Bishopthorpe	Acaster Malbis Memorial Hall and Bishopthorpe Village Hall	I am quite happy with the current position and I am sure residents of both villages are also content with the polling stations.
Councillor M. Warters	Osbalwick and Derwent	York Auction Centre and Kexby	<p>As regards the review into the locations of polling stations in the Osbalwick and Derwent Ward, I'm quite happy with the accessibility of the current polling stations with one exception.</p> <p>That of course is the Murton Polling Station at the Auction Centre and I look forward in due course to the polling function being transferred to Murton Church given it's more central location in Murton Village which will encourage more people to walk to vote.</p> <p>We have discussed the various pros and cons of Murton Church, staff car parking can be sorted and lighting will eventually be sorted, accepting that temporary arrangements can be put in place.</p> <p>I would also like to request that a mobile polling station is considered for use in Kexby which could be sited on the Care home car park (obviously by agreement with the owners) saving residents the need to drive to Dunnington to vote which given the distance involved doesn't seem right, other parts of Kexby such as Scoreby Lane could still make use of the polling facility in Dunnington.</p> <p>Would welcome your thoughts.</p>

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# **SCHEDULE OF POLLING STATION FOR CITY OF YORK COUNCIL**

Acting Returning Officers comments and recommendations

Polling District, Polling Place and Polling Station Review 2019

*Appendix B*

## Acomb Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
1	AA	Holy Redeemer Church Boroughbridge Road York		1812		No change
2	AB	Lidgett Methodist Church Hall Wheatlands Grove Acomb York		1511		No change
3 & 4	AC	Carr Junior School Ostman Road York	Yes	2165		No change
5	AD	The Gateway Christian Centre Front Street Acomb York		1434		No change



## Clifton Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
6	BA	Burton Green Primary School Burton Green York		1228		No change
7	BB	St. Luke's Church Hall Burton Stone Lane York		1757		No change
8	BC	St. Joseph Church Hall 169 Burdyke Avenue York		1373		No change
9	BD	James Hall, St. Philip - St. James Clifton York		1084		No change
10	BE	Clifton Methodist Church Clifton York		1739		No change

## Dringhouses and Woodthorpe Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
11 & 12	CA	Dringhouses Community Hall St Edward The Confessor Tadcaster Road York	Yes	3543		No change
13 & 14	CB	West Thorpe Methodist Church West Thorpe York	Yes	1970		No change
15	CC	Moor Lane Youth Centre Wains Road York		1593		No change
16 & 17	CD	Woodthorpe Primary School Summerfield Road York	Yes	2232		No change

## Fishergate Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
18	DA	St. Lawrence's CE Primary School Heslington Road York		2272	Consider making a double polling station, traditionally the polling station has low turnout (50% at parliamentary election in December 2019 compared to an average of 66% for York Central and 32% at City of York Council election in May 2019).	No change of venue
19 & 20	DB	Fishergate Room York Barbican Paragon Street York	Yes	2332	<p>Venue has no provision of parking and is located on a main road (Paragon Street) with parking restrictions. Aside this factor, the venue is large and ideal for use as polling station.</p> <p>For the Police, Crime and Fire Commissioner due to be held on 7 May 2020 the venue is not available and the Local Returning Officer intends to use the Christian Science Church on Kilburn Road, which is located within the polling district.</p> <p>The Christian Science Church is a new develop with dedicated car park, but the venue is smaller and may struggle to host a double polling station, especially for elections with higher turnouts such as parliamentary elections.</p>	ARO to use the Christian Science Church for the Police, Crime and Fire Commissioner Election due to be held on 7 May 2020, then review suitability for future elections with ward councillors and stakeholders.
21 & 22	DC	Pupil Support Centre Danesgate Fulford Cross York	Shared polling place with station 78 for YCC polling district	2042	<p>Not considered a suitable venue, no other option available within the polling district.</p> <p>Site visits have located two other possible venues located in DB polling district (Christian Science Church on Kilburn Road) or in YCA polling district (St. Oswald's Church on Main Street, Fulford).</p> <p>St. Oswald's Church Hall is located closer to majority of residential properties, the Christian Science Church may be too small for double station that also hosts a third station, it may</p>	ARO to check availability of St. Oswald's Church Hall as polling place for Police, Crime and Fire Commissioners Election due to be held on 7 May 2020.

					be more suitable for DB to relocate polling stations 19 and 20 currently located at York Barbican.	
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### Guildhall Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
23 & 24	EA	St. Thomas With St. Maurice Church Hall Lowther Street York	Yes	3407		No change
25	EB	Trinity Methodist Church 43 Monkgate York		1292		No change
26	EC	St. Olaves Church Hall Marygate Lane York		742		No change
27	ED	St. Saviourgate Unitarian Chapel St. Saviourgate York		1579		No change
28 & 29	EE	National Centre For Early Music St Margarets Church Walmgate York	Yes	2656		No change

## Heworth Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
30	FA	Bell Farm Social Hall Roche Avenue York		1304		No change
31	FB	The Church Room, St. Paulinus Church 42 Monkton Road York		1064		No change
32	FC	St. Wulstan's Church Fossway York		1732		No change
33	FD	Holy Trinity Church Hall Melrosegate York		1471		No change
34 & 35	FE	Tang Hall Primary School Sixth Avenue York	Yes	2648		No change
36	FF	The Centre At Burnholme Explore York Mossdale Avenue York	Shared Polling Place with station 89 in YFC polling district	708		No change
37	FG	St. Aelreds Community Centre 216 Fifth Avenue		1211		No change

		Tang Hall York				
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### Holgate Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
38 & 39	GA	Poppleton Road Memorial Hall Oak Street York	Yes	2417		No change
40 & 41	GB	Holgate Methodist Church Hall Acomb Road York	Yes	2206		No change
43 & 44	GC	Our Lady Queen Of Martyrs Rc Primary School Hamilton Drive York	Yes	2090		No change
44	GD	York Spiritualist Centre Wilton Rise York		888		No change
45	GE	St. Barnabas CE Primary School Jubilee Terrace York		1896		No change

## Hull Road Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
46	HA	The Parish Church Of St Hilda Tang Hall Lane York		1784		No change
47 & 48	HB	St. Georges Methodist Church Millfield Lane York	Yes	2197		No change
49	HC	Childrens Centre Osbalwick Primary Academy Osbalwick Lane Osbalwick		1186		No change
50	HD	Archbishop Holgates School A Church Of England Academy Hull Road York		1343		No change
51 & 52	HE	Vanbrugh College University Of York Heslington York	Yes	982	Polling place on main campus at University of York, while electorate small for a double station, potential for number electors is over 3000 if all students eligible do register to vote.	Remain as a double polling station.
53	HF	Ron Cooke Hub Heslington East University of York Heslington		912		No change
54	HG	Heslington Village Meeting Room	Shared Polling Place with	699		No change

		Main Street Heslington York	station 77 in YCB polling district			
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### Micklegate Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
55	JA	Priory Street Centre 15 Priory Street York		1577		No change
56	JB	Clements Hall Nunthorpe Road York		1639		No change
57	JC	English Martyrs Church Hall Dalton Terrace York		1136		No change
58 & 59	JD	Southlands Methodist Church Schoolroom Southlands Road York	Yes	2634		No change
60 & 61	JE	St. Chads Church Hall Campleshon Road York	Yes	3097		No change



## Westfield Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
62	KA	Sanderson Court Community House Bramham Road York		1314		No change
63 & 64	KB	Acomb Parish Church Hall Front Street Acomb York	Yes	2004		No change
65	KC	Westfield Primary Community School Askham Lane Acomb York		653		No change
66	KD	Community Room Energise Cornlands Road York		1746		No change
67	KE	Hob Moor Community Primary School Green Lane Acomb York		1565		No change
68 & 69	KF	Foxwood Community Centre Cranfield Place	Yes	2932		No change

		Bellhouse Way York				
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### Bishopthorpe Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
70	YAA	Acaster Malbis Memorial Hall Acaster Malbis York		742		No change
71 & 72	YAB	Bishopthorpe Village Hall 40 Main Street Bishopthorpe York	Yes	2679		No change

## Copmanthorpe Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
73 & 74	YBA	St. Giles Centre Church Street Copmanthorpe York	Yes	3425		No change

## Fulford and Heslington Ward

75 & 76	YCA	Fulford Social Hall School Lane Fulford York	Yes	2147		No change
77	YCB	Heslington Village Meeting Room Main Street Heslington York	Shared Polling Place with station 54 in HG polling district	445		No change
78	YCC	Pupil Support Centre Danesgate Fulford Cross York	Shared polling place with stations 21 & 22 in DC polling district	398		No change

## Haxby and Wigginton Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
79 & 80	YDA	The Old School Mill Lane Wigginton York	Yes	2902		No change
81	YDB	The Memorial Hall The Village Haxby York		1462		No change
82 & 83	YDC	2nd Haxby & Wigginton Scout Group 9 York Road Haxby York	Yes	2065	The venue is due to have some renovation and alterations done and may not be available for the Police, Crime and Fire Commissioner Election due to be held on 7 May 2020. No other venue is available in the polling district, an option would be to relocate the polling station to The Memorial Hall, The Village, which is a polling station for YDB polling district.	If required do to loss of venue in May 2020, relocate to The Memorial Hall, The Village.
84	YDD	St. Margaret Clitherow Church Holly Tree Lane Haxby York	Shared Polling Place with station 85 for YDE polling district.	1775		No change

85	YDE	St. Margaret Clitherow Church Holly Tree Lane Haxby York	Shared Polling Place with station 84 for YDD polling district.	1587		No change
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### Heworth Without Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
86	YFA	Christ Church Centre Stockton Lane York		1284		No change
87 & 88	YFB	Heworth Without Community Centre Applecroft Road Heworth Without York	Yes, also a shared Polling Place with station 100 for YHA2 polling district.	1865		No change

## Huntington and New Earswick Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
90 & 91	YGA	Huntington Community Centre 26 Strensall Road Huntington York	Yes	2660		No change
92	YGB	Orchard Park Community Centre Off Kestrel Wood Way Huntington York	Shared Polling Place with station 93 & 94 for YGC polling district.	1762		No change
93 & 94	YGC	Orchard Park Community Centre Off Kestrel Wood Way Huntington York	Yes, also a shared Polling Place with station 92 for YGB polling district.	3472		No change
95 & 96	YGD	New Earswick Folk Hall	Yes	2086		No change

		The Folk Hall Hawthorn Terrace New Earswick				
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### Osballdwick and Derwent Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
97 & 98	YHA	Osballdwick Sports Club The Leyes Osballdwick York	Yes	2213		No change
99	YHA1	Super Sustainable Centre Derwent Way Derwenthorpe York		692		No change
100	YHA2	Heworth Without Community Centre Applecroft Road Heworth Without York	Shared Polling Place with station 87 & 88 for YFB polling district.	219		No change
101	YHB	York Auction Centre Murton York		508	Not considered a suitable venue, room provided is not large enough or the facilities adequate for staff and electors. Murton Church has recently had renovations and provides a better option. Murton Church has no car park, but majority of electors reside in the village.	Relocated to Murton Church.



102	YHC	Holtby Village Hall Holtby York		157		No change
103 & 104	YHD	The Reading Room Dunnington York		2668		No change
104/1	YHE	The Reading Room Church Street Dunnington York	Substation of 104 for Kexby Parish	190	Since the polling station was relocated from Kexby to Dunnington, the electorate has now more than doubled. While 55 of the 190 electors currently have postal vote, this may alter if a polling station was provided.	Investigate alternative venues

### Rural West York Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
105	YJA	Askham Bryan Village Hall Askham Bryan York		396		No change
106	YJB	Askham Richard Church Hall Askham Richard York		179		No change
107	YJC	Mobile Unit Situated In Car Park The Red Lion Main Street		329		No change
108	YJD	Rufforth Village Institute Rufforth York		518		No change
109	YJE	Hessay Methodist Schoolroom Hessay York		206		No change
110	YJF	All Saints Hall The Parish Office		1640		No change

		The Green Upper Poppleton				
111	YJG	Tithe Barn Church Lane Nether Poppleton York		1737		No change
112	YJH	Skelton Village Hall Brecksfield Skelton York		1204		No change

### Rawcliffe and Clifton Without

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
113	YKA	Clifton Moor Community Centre Rivelin Way Clifton Moor York		1861		No change
114 & 115	YKB	Clifton With Rawcliffe Primary School Eastholme Drive Rawcliffe York	Yes	3110		No change
116	YKC	Sea Scout Hut Green Lane York		2097		No change
117 & 118	YKD	Explore Clifton Library Learning Centre Rawcliffe Lane York		2508		No change
119	YKE	James Hall, St. Philip - St. James Clifton York	Shared Polling Place with station 9 for BD	254		No change

			polling district.			
119/1	YKF	James Hall, St. Philip - St. James Clifton York	Substation for 119	100		No change

### Strensall Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
120	YLA	Stockton On The Forest Village Hall Sandy Lane Stockton On The Forest York		1018		No change
121	YLB	Earswick Village Hall Earswick Chase Earswick York		736		No change
122	YLC	Strensall and Towthorpe Village Hall Northfields Strensall York	Shared Polling Place with station 123 & 124 for YLD polling district.	1474		No change

123 & 124	YLD	Strensall and Towthorpe Village Hall Northfields Strensall York	Yes, also a shared Polling Place with station 122 YLC polling district.	3160		No change
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### Wheldrake Ward

Station Number	Polling District	Polling Station	Double Station?	Electorate	Acting Returning Officer Comments (if any)	Recommendation
125	YMA	Naburn Village Hall Vicarage Lane Naburn York		414		No change
126	YMB	Mobile Polling Station The White Swan York Road Deighton		254		No change
127	YMC	White Rose House Main Street Wheldrake York		1662		No change
128	YMD	Elvington Village Hall - The Atkin Room Main Street		1021		No change

		Elvington York				
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## Licensing and Gambling Committee – Workplan 2019-20

<p>Mon 15 Jul 2019 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Renewal of Sex Establishment Licence for The Adult Shop</li> <li>• Taxi Licensing Policy – Driver Training</li> <li>• Taxi Licensing Policy – Determining the Suitability of Applicants and Licensees as Drivers in Taxi and Private Hire Licensing</li> <li>• Draft Work Plan 2019-20</li> </ul>
<p>Weds 4 September 2019 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Renewal of Sex Establishment Licence for Black Orchid</li> <li>• Interpretation of Law - 'Out of town' Licences</li> <li>• Taxi Account up to 31 March 2019</li> <li>• Hackney Carriage Vehicle Consultation</li> <li>• Review of Polling Districts, Polling Places and Polling Stations</li> <li>• Work Plan 2019-20</li> </ul>
<p>Weds 9 Oct 2019 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Update on the Taxi Licensing Internal Audit report Actions</li> <li>• Taxi and PHV complaints Summary Report</li> <li>• Work Plan 2019-20</li> </ul>
<p>Weds 27 Nov 2019 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Amendment to Taxi Licensing Policy Executive Vehicles</li> <li>• Amendment to hackney carriage and private hire vehicle licence condition (WAVs)</li> <li>• KPI report of Licensing Department</li> <li>• Work Plan 2019-20</li> </ul>
<p>Weds 22 Jan 2020 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Review of Polling Districts and Polling Places 2019</li> <li>• Work Plan 2019-20</li> </ul>
<p>Weds 18 Mar 2020 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• 6 Monthly KPI report of Licensing Dept</li> <li>• Report outlining policing and other measures in relation to reducing ASB associated to licensable activities</li> <li>• Review of Council's Constitution on Licensing Appeals</li> <li>• Review of scheme of delegated powers to officers</li> </ul>

	<ul style="list-style-type: none"> <li>• Unmet Demand Update Report</li> <li>• Annual report on decisions made by officers under delegated powers with regard to applications under the Gambling Act 2005</li> <li>• Annual report on decisions made by officers under delegated powers with regard to applications under the Licensing Act 2003</li> <li>• Annual joint report from North Yorkshire Police and the Licensing Service regarding the effects of the Act and licensing policy in swiftly and safely dispersing concentrations of people from licensed venues, to avoid disorder and disturbance. (Transport focused)</li> <li>• Work Plan 2019-20</li> </ul>
<p>Weds 6 May 2020 at 5.30pm</p>	<ul style="list-style-type: none"> <li>• Annual Taxi Fees Account review</li> <li>• Work Plan 2019-20</li> </ul>