

Appendix D - Community Impact Assessment

It is intended that you complete this form if you have identified a high negative impact to our communities and employees.

Sections 1 & 2 should be completed early in policy development and before any consultation/engagement activity takes place

Sections 3 & 4 should be completed before policy approval.

You will find the information from this assessment useful for the Equality Implications section of any report you are completing.

Section 1 – Overview

1. What is the title of the policy?

Annual Review of the Council's Licence fees for licences issued by the Licensing Service.

The current level of fees and other charges for Hackney Carriage, Private Hire, Gambling and General Licences were implemented by the Licensing Authority on 1st May 2014.

A Council, when setting fees, should have regard to the impact that any increase may have upon the livelihood of licence holders.

It is lawful for a local authority to recover the costs of administering, and in some cases, enforcing the licensing regime. The principal aim is to protect the public and to provide an efficient and effective service to licence holders and stakeholders

2. This policy affects

- Customers/service-users
- Partners
- Licence holders

3. What period does the policy cover?

The increase in licence fees will cover the next financial year and comes into effect on 1st June 2015.

4.

Name of person completing impact assessment and their post	Suzanne Fisher
Telephone	01952 383261
Date	12 th March 2015

Section 2 – Impact Assessment

a) Community Impact

1. Will the policy contribute to specific Priority Plan objective(s)?
Yes (go to Q2)
2. The policy contributes to the Priority Plan for Community, Protection and Cohesion.

Provide information and advice on new legislation/guidance to regulated trade and businesses.

3. Will this policy have a significant impact on any of the following groups of people? Please mark all boxes indicating whether an impact has occurred, this could be **positive** or **negative**. Mark **None** if there is no impact. Help boxes are available to assist.

People of different ages
[Helpbox - Age](#)

People with ill health or people with a disability
[Helpbox - Disability](#)

People of different gender
[Helpbox - Gender \(Sex\)](#)

People who are transgender
[Helpbox - Transgender](#)

Different racial groups
[Helpbox - Race](#)

People with different religion or beliefs
[Helpbox - Religion or Beliefs](#)

People of different sexual orientation
[Helpbox - Sexual Orientation](#)

Women who are pregnant or breast-feeding
[Helpbox -Pregnancy and Maternity](#)

People that are married or in a civil partnership
[Helpbox - Marriage or Civil Partnership](#)

People affected by deprivation
[Helpbox - people affected by deprivation](#)

	Impact (X)		
	Positive	Negative	None
People of different ages Helpbox - Age	X	X	
People with ill health or people with a disability Helpbox - Disability	X	X	
People of different gender Helpbox - Gender (Sex)	X	X*	
People who are transgender Helpbox - Transgender			X
Different racial groups Helpbox - Race	X	X	
People with different religion or beliefs Helpbox - Religion or Beliefs			X
People of different sexual orientation Helpbox - Sexual Orientation			X
Women who are pregnant or breast-feeding Helpbox -Pregnancy and Maternity			X
People that are married or in a civil partnership Helpbox - Marriage or Civil Partnership			X
People affected by deprivation Helpbox - people affected by deprivation	X	X	

4. What is the expected impact?

People of Different Ages

Community

In some cases licence holders will pay the same or a reduced licence fee which could lead to a positive impact of a reduction in taxi fares for the community. In other cases licence holders will pay more for their licence fee which could lead to a negative impact with a rise in taxi fares. We have no local data, however, national data, according to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, says that low-income young women are one of the largest groups of users of taxis and private hire vehicles.

Licence Holders

The equality data collected by the Licensing Service shows that there is a variety of ages across the numbers of licence holders and any decrease or increase in licence fee will therefore not impact on any particular age group.

People with Ill Health or People with a Disability

Community

In some cases licence holders will pay the same or a reduced licence fee which could lead to a positive impact for disabled communities, however, some licence holders will pay more for their licence fee. Hackney Carriages and Private Hire Vehicles provide a door to door service for those disabled members of the community who are not able to use other forms of public transport. An overall decrease in fares resulting from a decrease in licence fee will have a positive impact on this characteristic.

People of Different Gender

In some cases licence holders will pay the same or a reduced licence fee which could lead to a decrease in taxi fares for men and women, however, some licence holders will pay more for their licence fee which might lead to an increase in fares.. According to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, low-income young women (amongst whom car ownership is low) are one of the largest groups of users of taxis and private hire vehicles.

Different Racial Groups

The equality data collected by the Licensing Service shows that there is a variety of ethnicities across the numbers of licence holders who will be paying a reduction in some licence fees. The policy could have a positive impact on this group of people if the proposed license fees see an increase in the numbers of drivers continuing with employment but for those licence holders who will be paying more for their licence fee, this might have a negative impact.

People affected by Deprivation

This policy will have a positive impact if taxi/private hire fares are reduced as a result of the decrease in licence fees. However, if there is an increase in fares, this could have a negative impact. According to the Department for Transport Best Practice Guidance on Taxi and Private Hire Vehicle Licensing, low-income young women are one of the largest groups of users of taxis and private hire vehicles.

5. What engagement and consultation have you already carried out?

The Licensing Service has carried out a benchmarking exercise with other local authorities in Telford & Wrekin Council's family group and with neighbouring authorities. This information is attached to a public report which will be considered by the Council's Licensing Committee on 24th February 2015.

There will be the publication of a 28 day legal notice in the local press and on the Council's website advertising the proposed level of licence fees before any change in licence fees is implemented. Representations received resulting from the 28 day legal notice will be considered by Members of the Council's Licensing Committee before the fees are implemented.

You are at the end of Section 2 - have you completed all questions in this section?

Please ensure all questions are answered and then send your information to;
Equalityanddiversity@telford.gov.uk

The Equality and Diversity Team will help you address/respond to any issues in
Section 3 – Mitigating Actions

Section 3 – Mitigating Actions

1. For any significant **negative** impacts identified in Section 2 (Questions 3 & 4), what action have you taken or will you be taking to reduce/manage these impacts?

The Licensing Service will be informing licence holders of the level of fees to be implemented on 1st June 2015 and will be monitoring the numbers of new applications received.

2. For any significant positive impacts you identified in Section 2 (Questions 3 & 4) what action have you taken or will you be taking to maximise the opportunity?

The Licensing Service will be informing licence holders of the level of fees to be implemented on 1st June 2015 and will be monitoring the numbers of new applications received.

3. How do any of the above actions contribute to aims of the General Equality Duty;

- **eliminate unlawful discrimination, harassment and victimisation**
- **advance equality of opportunity**
- **foster good relations between different groups**

The actions taken following publication of a 28 legal notice will ensure that members of the community who might be affected by the level of fees will have the opportunity to have their say, have their concerns listened to and responded to. This will also contributed to fostering good relations between different groups. By setting a review date of licence fees before the end of the next financial year, this will be monitored and reviewed.

Section 4 – Review and Monitoring

1. From what date will this policy be implemented?

1st June 2015

2. When will the actual impacts of the policy be monitored and reviewed?

Date . December 2015

3. How will the actual impact of the policy be monitored and reviewed?

The increase in licensing fees was calculated at a cost recovery level from the financial year 2013/14. Licence fees will be further reviewed by the Council in December 2015 by the Public Protection Service Delivery Manager and the Council's Finance Officer in relation to the financial year 2014/15, the numbers of licences issued and the effects of the levels of fees implemented on 1st June 2015.

The impact that these changes will have on the community will also be monitored by reviewing the numbers of licensed vehicles in the Borough.

Ensure that appropriate confirmation has been given by your line manager.

DRAFT

Line Manager/Head of Service Agreement

Community Impact Assessments will be published online and available on request. This will include the subject document, equality analysis, data sources and consultation evidence.

Please make sure that your Line Manager/Head of Service has been made aware of the content of the impact assessment and that they agree with it.

Arrange for your Line Manager/Head of Service to e-mail confirmation of agreement to; equalityanddiversity@telford.gov.uk

The Equality and Diversity team will create a summary for ease of access, please make sure that you forward any relevant documentation you have referred to with the e-mail.

Thank you conducting this Community Impact Assessment, should you have any questions please contact 01952 382104 or e-mail equalityanddiversity@telford.gov.uk