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Our Ref./Ein Cyf.
Your Ref./Eich Cyf.
Contact:/Cysylltwch â: Mrs Leeann Turner

THIS IS A MEETING WHICH THE PUBLIC ARE ENTITLED TO ATTEND

23rd January 2024

Dear Sir/Madam

GENERAL LICENSING COMMITTEE

A meeting of the General Licensing Committee will be held via Microsoft Teams (if you would like to view this meeting please contact committee.services@blaenau-gwent.gov.uk) on Tuesday, 30th January, 2024 at 2.00 pm.

Yours faithfully

Damien McCann
Interim Chief Executive

AGENDA

Pages

1. SIMULTANEOUS TRANSLATION

You are welcome to use Welsh at the meeting a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

2. APOLOGIES

To receive apologies for absence.

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn cyfathrebu gyda chi yn eich dewis iaith, dim ond i chi rhoi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in Welsh and English and we will communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to any delay.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive any declarations of interest and dispensations.

4. NON-STATUTORY LICENCE FEES 2024/25, 25/26 AND 26/27

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To consider the report of the Team Manager- Trading Standards & Licensing.

EXEMPT ITEM

To receive and consider the following report(s) which in the opinion of the proper officer is/are an exempt item taking into account consideration of the public interest test and that the press and public should be excluded from the meeting (the reason for the decision for the exemption is available on a schedule maintained by the proper officer).

5. VERBAL UPDATE ON REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE DRIVER'S LICENCE

To consider verbal update from the Solicitor.

To: Councillor L. Winnett (Chair)
Councillor P. Baldwin (Vice-Chair)
Councillor S. Behr
Councillor M. Cross
Councillor G. A. Davies
Councillor J. Gardner
Councillor J. Hill
Councillor G. Humphreys
Councillor D. Rowberry
Councillor G. Thomas
Councillor D. Woods

All other Members (for information)
Interim Chief Executive
Chief Officers

Agenda Item 4

Cabinet and Council only

Date signed off by the Monitoring Officer:

Date signed off by the Section 151 Officer:

Committee: **General Licensing Committee**

Date of meeting: **30th January 2024**

Report Subject: **Non-Statutory Licence Fees 2024/25, 25/26 and 26/27**

Portfolio Holder: **General Licensing Committee**

Report Submitted by: **Team Manager- Trading Standards & Licensing**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Governance Audit Committee	Democratic Services Committee	Scrutiny Committee	Cabinet	Council	Other (please state)
9th Jan 2024	11th Jan 2024							General Licensing Cttee 30 th Jan 2024

1. Purpose of the Report

- 1.1 To inform Members of the proposed licence fees for 2024/25, 25/26 and 26/27, in respect of taxis, scrap metal, street trading and sex establishments, which are determined under the Constitution by the Corporate Director of Regeneration and Community Services, subject to scrutiny by General Licensing Committee.

2. Scope and Background

- 2.1 Members will be aware of the pressures placed upon businesses during the global pandemic and that the Authority has provided some support for licenced trade by not increasing fees since 2019/20.
- 2.2 The following table shows the current number of licences affected by the fee review for 2024/25:

Licence Type	Current number of licences due for renewal or annual fee in 24/25	Proposed fee £
Taxi driver - renewal	52	264
HC - renewal	113	243
PHV - renewal	3	243
Street Trading – renewal	7	631

- 2.3 The Regeneration and Community Services Senior Leadership Team have been consulted and proposed that the fees outlined in this report are increased in line with Option 1 below, to move towards full-cost recovery over the next **3-year period**. This constitutes a 5% increase for 24/25 and a projected 2% increase in years 2 and 3 of this period.
- 2.4 The preferred Option would provide some certainty for the licensed trade and the Authority in respect of fees for the next 3 years and a full review would be undertaken in 2027/28. The general effect of this proposal on income for the year 24/25 is shown in **Appendix 1**, with a potential increase of £1372 based upon current licence numbers.
- 2.5 **Appendices 2 and 3** shows a comparison with neighbouring Authorities and potential indicative fees for the 3-year period for taxi fees and other non-statutory fees, respectively.
- 2.6 Officers will continue to monitor costs each year to ensure that fees do not exceed calculated costs for that licence and if this should potentially arise, the fee will be set at the calculated cost level for that year instead of the current assumptions in the MTFS. All fees are reported to Council for adoption in its Fees and Charges register each year.
- 2.7 For information, **Appendix 4** illustrates trends on respect of taxi licences since 2014.
- 2.8 If Members are in agreement that fees should increase, a consultation period will be required to be undertaken on the proposed fee increases. Should no representations be received against the proposal, it is recommended that the fees are implemented with effect from 1st April 2024. Where representations are received, these will be subject to consideration and a final decision by the Corporate Director.

3. Options for Recommendation

3.1 Option 1 (Preferred Option)

To support an inflationary increase in line with MTFS assumptions or full-cost recovery calculations (whichever is the lowest) on all locally set fees covered in this report, as shown in **Appendix 1** for 24/25, 25/26 and 26/27. Responses received to the consultation with the trade will be considered by

the Corporate Director who will determine final decisions in accordance with the Constitution.

3.2 **Option 2**

To propose an alternative fee for locally set fees for consideration by the Corporate Director, as laid out in the Constitution.

4. **Evidence of how this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 Links to the Corporate Plan and the Well-Being plan are covered in any reports implementing or varying any area of work delivered by the Licensing Team, and there are therefore no direct links to this report.

4.2 These fees relate to businesses and form just a small part of the overall costs borne by those businesses. There are therefore no well-being implications.

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

Budgetary implications – there is a balance to be reached between funding services in order to protect public safety, and supporting businesses and others who depend on licences for their livelihoods.

In times of increasing local authority austerity, fees are an important element of local authority income. The fees were calculated based upon principles of cost recovery at that time of being set. The financial implications will need to be supported by the budget pressures process and where a surplus arises, this will be factored into future fee calculations.

Resources – The Licensing income budget for the current financial year is £106,330 with an estimated outcome of £92,280. The income budget for 2024/2025 has been estimated at £108,306, after applying an assumed 5% increase.

5.2 ***Risk including Mitigating Actions***

Appendix 1 illustrates the general effect of this review on licence fees if fully implemented in 24/25 and estimates income based upon current volumes at those increased fee levels. A bottom-line income increase of £1372 could result if the fees are set as per Option 1, however increases are not guaranteed as licence holders may choose not to renew.

Reputational risk – Members will be mindful of the balance to be struck between cost recovery of fees against the unprecedented pressures on the trade and the Authority - post global pandemic and during the cost of living crisis.

5.3 ***Legal***

This report refers to statutory powers and responsibilities of the authority and, providing legislative and statutory principles are followed and evidenced, there should be no significant legal impacts arising.

5.4 ***Human Resources***

There are no known Human Resources implications arising from the proposal.

5.5 ***Health and Safety***

There are no known Health and Safety implications arising from the proposal.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

Supporting evidence is illustrated in the Appendices to this report detailing calculated costs in respect of these licences.

6.2 ***Expected outcome for the public***

The Public will expect the Authority to set fees in accordance with all relevant legislation and having regard to local circumstances as appropriate.

6.3 ***Involvement (consultation, engagement, participation)***

Consultation will be undertaken with the appropriate licence holders (eg Taxi Trade) where increases in fees are proposed. The Corporate Director will take account of consultation responses before final decisions are taken.

6.4 ***Thinking for the Long term (forward planning)***

This report proposes fee setting for the next 3 years to provide some certainty for the trade and the Authority over the period.

6.5 ***Preventative focus***

Appropriate fee setting seeks to adequately recover costs for the Authority to enable an efficient and effective licensing service.

6.6 ***Collaboration / partnership working***

Whilst the Licensing Team works in partnership with many regulatory partners, including Police, Trading Standards and Environmental Health, the proposal in this report is a matter for the Council as Licensing Authority, in accordance with the Constitution.

6.7 **Integration (across service areas)**

Licensing is fully integrated within the Public Protection Service of the Regeneration and Community Services Directorate and works in partnership with other services as appropriate.

6.8 **Decarbonisation and Reducing Carbon Emissions**

No implications arising from this report.

6.9 **Integrated Impact Assessment (IIA)** *(All decisions, policy reviews or policy implementation will now require a completed Integrated Impact Assessment) **To note a screening template no longer needs to be completed***

IIA attached as Appendix 5.

7. **Monitoring Arrangements**

7.1 All licence fees will be subject to annual review by Officers, reporting to the Licensing Committee as appropriate and subject to full review by Members in 3 years as outlined above.

Background Documents /Electronic Links

Local Government (Miscellaneous Provisions Act 1976)

<https://www.legislation.gov.uk/ukpga/1976/57/section/70>

Local Government Miscellaneous Provisions Act 1982

<https://www.legislation.gov.uk/ukpga/1982/30/schedule/4>

[Scrap Metal Dealers Act 2013 \(legislation.gov.uk\)](#)

APPENDIX 1 Potential Income Differences based upon Option1

APPENDIX 2 Taxi Fees 2024/25

APPENDIX 3 Scrap Metal, Sex Establishment & Street Trading Fees 2024/25

APPENDIX 4 Taxi Licence Trends 2014-2023

APPENDIX 5 Integrated Impact Assessment

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APPENDIX 1 – Potential Income differences for 24/25 based upon Option 1.

Licence Type	Current number of licences due for renewal or annual fee in 2024/25	Current fee £	Total estimated income from current fee £	2024/25 proposed fee £	Total estimated income from 2024/25 proposed fee £	+/- difference £	+/- difference %
Taxi driver - renewal	52	251	13052	264	13728	+676	+5%
HC - renewal	113	239	27007	243	27459	+452	+1.67%
PHV - renewal	3	239	717	243	729	+12	+1.67%
Street Trading – renewal	7	600.78	4205	631	4417	+212	+5%
TOTAL			44981		46333	+1372	+3.1%

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APPENDIX 2 - Taxi Fees 2024/25

Taxi Fees

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7	COLUMN 8	COLUMN 9
	Caerphilly 1/8/2023	Monmouth Fees for 2023/24	Torfaen 2023/24	Merthyr current	BGCBC current 2023/24	BG calculated fees for 24/25	BG proposed fee for 24/25 (5% added to current 23/24 fees, rounded up/down)	BG provisional fee for 25/26 (2% added to 24/25 fees and subject to cost recovery calc)	BG provisional fee for 26/27 (2% added to 25/26 fees and subject to cost recovery calc)
VEHICLES									
New Hackney Carriage (HC) or Private Hire (PH) vehicle	£218 (test fee extra)	HC £262 PHV £240	£240 (reduction of £80 WAVs and fully electric)	£154	£295	HC £337.45 PHV £348.25	£310	£316.20	£322.52
Renewal HC or PH vehicle	£218 (test fee extra)	HC £196 PHV 189	£203 under 8 yrs £286 over 8 yrs (reduction of £70 for WAVs and fully electric)	£154	£239	£242.50	£243*	£247.86	252.82
Transfer of licence to another person	No fee	No fee	£63	£20.97	£41	£68.40	£43	£43.86	£44.74

Replacement HC or PH vehicle	No fee		£126	No fee	£132	HC £229.95 PHV £244.35	£139	£141.78	£144.62
Replacement licence	No fee	No fee	£25	No fee	£16.50	£36	£17	£17.34	£17.69
Replacement door stickers (2)	N/A	No fee	£37	£15	£14.50	£46.80	£15	£15.30	£15.61
Replacement internal plate	£6	No fee	£37	£12	£13	£46.80	£14	£14.28	£14.57
Replacement external plate	£11	No fee	£37	£18	£13	£46.80	£14	£14.28	£14.57
Replacement full set of plates and stickers	No fee	No fee	No fee	No fee	£21.50	HC £57.60 PHV £68.40	£23	£23.46	£23.93
Change licence type	No fee	No fee	No fee	No fee	£33.50	£118	£35	£35.70	£36.41
Change seating capacity	No fee	No fee	No fee	No fee	£29.50	£139.60	£31	£31.62	£32.25
Change registration number	No fee	No fee	No fee	No fee	£23	£93.60	£24	£24.48	£24.97

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7	COLUMN 8	COLUMN 9
DRIVERS	Caerphilly 1/8/2023	Monmouth Fees for 2023/24	Torfaen 2023/24	Merthyr current	BGCBC current 2023/24	BG calculated fees for 24/25	BG proposed fee for 24/25 (5% added to current 23/24 fees, rounded up/down)	BG provisional fee for 25/26 (2% added to 24/25 fees and subject to cost recovery calc)	BG provisional fee for 26/27 (2% added to 25/26 fees and subject to cost recovery calc)
3 year HCD or PHVD licence	£316	£310.30 new £221 renewal	£365	£272	£251	N £335.33 R £263.33	£264	£269.28	£274.67

1 year HCD or PHVD licence (discretionary)	£236	No fee	No fee	No fee	£180	£264.47	£189	£192.78	£196.64
Replacement licence	No fee	No fee	£25	No fee	£16.50	£36	£17	£17.34	£17.69
Replacement badge	£6	No fee	£25	£7.12	£19.50	£36	£20	£20.40	£20.81
Replacement licence and badge	No fee	No fee	No fee	No fee	£13.75	£43.20	£14	£14.28	£14.57
Non-refundable deposit	No fee	No fee	No fee	No fee	£50	£50	£50	£50	£50
Refund for year 2 and year 3 of unused licence	No fee	No fee	No fee	No fee	£28	£35.43	£29	£29.58	£30.17
Change name/address	No fee	No fee	No fee	No fee	£13.75	£43.20	£14	£14.28	£14.57
OPERATORS									
5 year licence - new	£792	£849	£742	£115	£324	£382.22	£340	£346.80	£353.77
5 year licence - renew	£792	£837	£742	£115	£297	£349.82	£312	£318.24	£324.60
1 year licence (discretionary)	£272	No fee	No fee	No fee	£156.50	£197.42	£164	£167.28	£170.63
Replacement licence	No fee	No fee	£25	No fee	£13.75	£36	£14	£14.28	£14.57
ALL LICENCES									
Change name and/or address vehicles and operators	No fee	No fee	No fee	No fee	£13.75	£43.20	£14	£14.28	£14.57

Notes. *5% fee is in excess of the calculated fee therefore the calculated fee is the proposed fee

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General Licensing Committee - APPENDIX 3 – Scrap Metal, Sex Establishment & Street Trading Fees 2024/25

Scrap Metal Fees

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column. 8	Column 9
	Caer 1/8/2023	Mon For 2023/24	Torfaen 2023/24	Merthyr current	BG current 2023/24	BG calculated fees for 24/25	BG proposed fee for 24/25 (5% added to current 23/24 fees, rounded up/down)	BG provisional fee for 25/26 (2% added to 24/25 fees and subject to cost recovery calc)	BG provisional fee for 26/27 (2% added to 25/26 fees and subject to cost recovery calc)
SCRAP METAL COLLECTOR									
New Licence Application	£326	£451	£383.54	£226	£368.26	£670.24	£387	394.74	402.63
Renewal Application	£326	£312	£378.39	£210	£349.36	£652.24	£367	374.34	381.83
SCRAP METAL SITE									
New Licence Application	£511	£448	£574.27	£327	£482.56	£735.04	£507	517.14	527.48
Renewal Application	£511	£373	£512.61	£288	£334.06	£709.84	£351	358.02	365.18
OTHER									
Change of Site Manager	£53	£38	No fee	No fee	£35.60	£115.80	£37	37.74	38.50
Replacement Licence	No fee	No fee	No fee	No fee	£27.00	£39.60	£28	28.56	29.13
Vary site licence	£32		£100.00			£126	£126**	128.52	131.10

Sexual Entertainment Venue Fees

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	Caer 1/8/2023	Mon For 2023/24	Torfaen 2023/24	Merthyr current	BG current fee 2023/24	BG calculated fees for 24/25	BG proposed fee for 24/25 (5% added to current 23/24 fees, rounded up/down)	BG provisiona l fee for 25/26 (2% added to 24/25 fees and subject to cost recovery calc)	BG provisiona l fee for 26/27 (2% added to 25/26 fees and subject to cost recovery calc)
Application Activity									
New Licence Application	£1161	£465	£1255.88	£1300	£612.42	£887.96	£643	655.86	668.98
Renewal Application	£600	£168	£992.65	£100	£410.82	£757.76	£431	439.62	448.41
Transfer of Licence	£600		£702.73	No fee	£601.62	£516.30	£516*	526.32	536.85
Variation of SEV						£567.90	£568**	579.36	590.95
New sex establishment			£1079.51			£862.56	£863**	880.26	897.87
Renewal sex establishment			£690.87			£732.56	£733**	747.66	762.61

Notes: *5% fee is in excess of the calculated fee therefore the calculated fee is the proposed fee

****new fee type for 2024/25 so not subject to 5% increase**

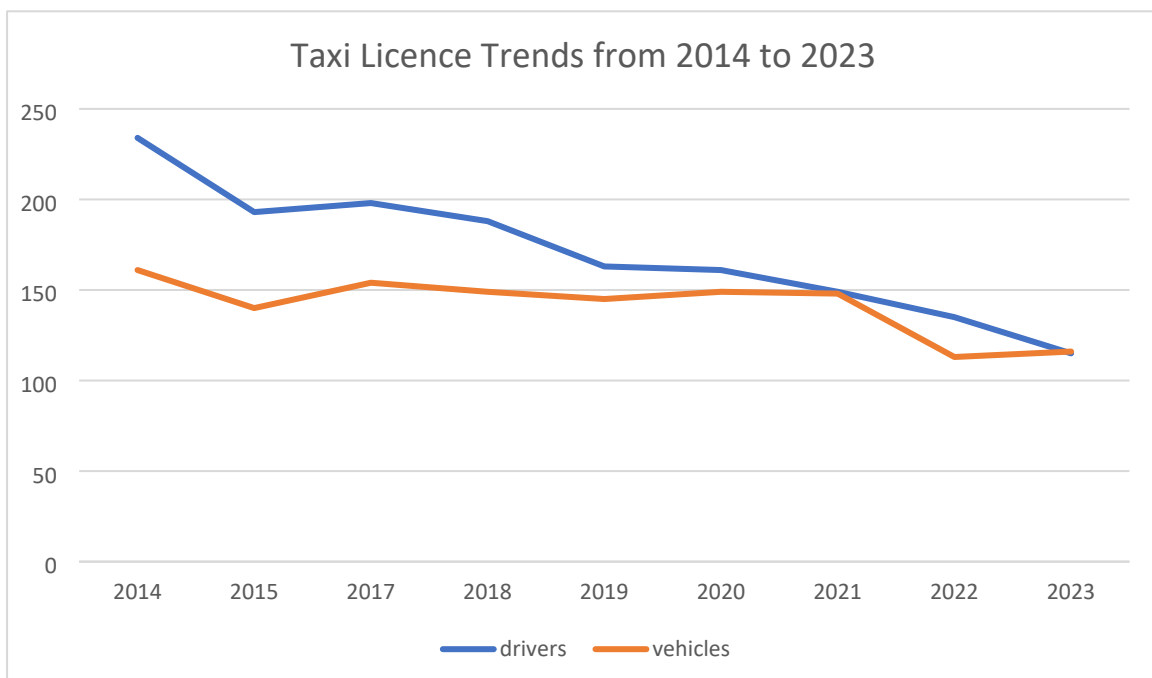
Street Trading Fees

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	Caer 1/8/2023	Mon For 2023/24	Torfaen 2023/24	Merthyr current	BG current fee 2023/24	BG calculated fees for 24/25	BG proposed fee for 24/25 (5% added to current 23/24 fees, rounded up/down)	BG provisiona l fee for 25/26 (2% added to 24/25 fees and subject to cost recovery calc)	BG provisiona l fee for 26/27 (2% added to 25/26 fees and subject to cost recovery calc)
Annual Licence									
New Licence Application (£100 non refundable deposit)	£654	£456	£385.71	Not adopted	£649.98	£757.09	£682	695.64	709.55
Renewal Application (£100 non refundable deposit)	£654	£380	£283.93		£600.78	£688.69	£631	643.62	656.49
Transfer Application	No fee	No fee	No fee		£60.90	£154.80	£64	65.28	66.59
Minor Variation	No fee	No fee	No fee		£43.70	£93.60	£46	46.92	47.86
Full Variation	£107		£158.36		£59.90	£122.40	£63	64.26	65.55
Temporary Licence (Up to 28 Days)									
New Licence Application	£30 - 1 day £115 - 8 to 28 days	£50 – 1 day	£75 – 1 day		£69	£104.40	£72	73.44	74.91

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APPENDIX 3 - Taxi Licence Trends Data

YEAR	LICENCE TYPE	NO. OF LICENCES	FEE £ New/Renewal
2014	Driver Vehicle	234 161	131/126 201/187
2015	Driver Vehicle	193 140	270 201/187
2016	Driver Vehicle	Info not available	270 285/218
2017	Driver Vehicle	198 154	270 285/218
2018	Driver Vehicle	188 149	270 285/218
2019	Driver Vehicle	163 145	251 295/239
2020	Driver Vehicle	161 149	251 295/239
2021	Driver Vehicle	149 148	251 295/239
2022	Driver Vehicle	135 113	251 295/239
2023	Driver Vehicle	115 116	251 295/239



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Blaenau Gwent County Borough Council - Integrated Impact Assessment

All decisions, policy reviews or policy implementation will now require a completed Integrated Impact Assessment.

- Section 1-Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Section 2-Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010
- Section 3-Corporate Plan
- Section 4-Wellbeing of Future Generations (Wales) Act 2015
- Section 5-Welsh Language (Wales) Measure 2011
- Section 6-Children’s Right “The Right Way”
- Section 7-Community Safety
- Section 8 Armed Forces
- Section 9-Data
- Section 10-Consultations Statutory Consultation Doctrine of Legitimate Expectation and Gunning Principles
- Section 11-Monitoring
- Section 12-Decision of proposal

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Lead Officer	Head of Service	Service Area & Department	Date
Steve Osborne	David Thompson	Public Protection, Regeneration and Community Services Dept.	3.1.24

Briefly outline the proposal indicating what change or decision is to be made, also provide any documentation that may be used to support this.
What is the proposal that needs to be assessed?

Options for Non-Statutory Licence Fees 2024/25, 25/26 and 26/27

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Section 1

Outline how the proposal will impact on any people or groups of people with protected characteristics, please refer to the Equalities Act 2010 (Wales) for further information [Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk) and the EHRC guidance [The Essential Guide to the Public Sector Equality Duty: EHRC](#)

Briefly outline below if there will be any positive or negative impacts as a result of the proposal being considered.

Protected characteristics	Will the proposal have any positive impacts on those with a protected characteristics?	Will the proposal have any negative impacts on those with a protected characteristics?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
Age (<i>people of all ages</i>)	No	No	This proposal has no direct effect upon equalities issues.
Disability (<i>people with disabilities/ long term conditions</i>)	No	No	This proposal has no direct effect upon equalities issues.
Gender Reassignment (<i>anybody who's gender identity or gender expression is different to the sex they were assigned at birth</i>)	No	No	This proposal has no direct effect upon equalities issues.
Marriage or Civil Partnership (<i>people who are married or in a civil partnership</i>)	No	No	This proposal has no direct effect upon equalities issues.

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Pregnancy and Maternity (<i>women who are pregnant and/or on maternity leave</i>)	No	No	This proposal has no direct effect upon equalities issues.
Race (<i>people from black, Asian and minority ethnic communities and different racial backgrounds</i>)	No	No	This proposal has no direct effect upon equalities issues.
Religion or Belief (<i>people with different religions and beliefs including people with no beliefs</i>)	No	No	This proposal has no direct effect upon equalities issues.
Sex (<i>women and men, girls and boys and those who self-identify their gender</i>)	No	No	This proposal has no direct effect upon equalities issues.
Sexual Orientation (<i>lesbian, gay, bisexual, heterosexual, other</i>)	No	No	This proposal has no direct effect upon equalities issues.

NOTE: Section 2 only needs to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. See page 6 of the Preparing for the Commencement of the Socio-economic Duty Welsh Government Guidance.

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Section 2

Socio-economic Duty (Strategic Decisions Only)

The Welsh Governments [Socio-economic Duty](#) provides a framework in order to ensure tackling inequality is at the forefront of decision making.

.Please consider the below vulnerable groups and consider how the proposal could affect them:

- Single parents and vulnerable families
- People with low literacy/numeracy
- Pensioners
- Looked after children
- Homeless people
- Carers
- Armed Forces Community
- Students
- Single adult households
- People misusing substances
- People who have experienced the asylum system
- People of all ages leaving a care setting
- People living in the most deprived areas in Wales (WIMD)
- People involved in the criminal justice system

Socio Economic disadvantage definitions.	Will the proposal have a positive, negative or neutral impacts on the below?	How could you mitigate the negative impacts outlined?	Please highlight any evidence that has been considered.
Low Income / Income Poverty <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	No direct impact expected	No direct impact expected	
Low and/or No Wealth <i>(enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future)</i>	No direct impact expected	No direct impact expected	
Material Deprivation <i>(unable to access basic goods and services i.e. financial products like life</i>	No direct impact expected	No direct impact expected	

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<i>insurance, repair/replace broken electrical goods, warm home, hobbies etc.)</i>			
Area Deprivation <i>(where you live (rural areas), where you work (accessibility of public transport) Impact on the environment?)</i>	No direct impact expected	No direct impact expected	
Socio-economic Background <i>(social class i.e. parents education, employment and income)</i>	No direct impact expected	No direct impact expected	
Socio-economic Disadvantage <i>(What cumulative impact will the proposal have on people or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i>	No direct impact expected	No direct impact expected	

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Section 3-Corporate Plan




Please outline any Corporate Plan linkages of the proposal - [BG Corporate Plan 22-27](#)

<p>Priority 1 - Maximise learning and skills for all to create a prosperous, thriving, resilient Blaenau Gwent</p>	
<p>Priority 2 - Respond to the nature and climate crisis and enable connected communities</p>	
<p>Priority 3 - An ambitious and innovative council delivering quality services at the right time and in the right place</p>	
<p>Priority 4 - Empowering and supporting communities to be safe, independent and resilient</p>	



Section 4-Well-being of Future Generations (Wales) Act 2015 – The Five Ways of Working (ICLIP)

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Sustainable development principles. The WBFG Act requires the Council to consider how any proposal improves the economic, social, environmental and cultural well-being of Wales using the five ways of working as a baseline)

Five Ways of Working	How have you used the Sustainable Development Principles in forming the proposal?
<p>Long Tern</p> 	<p>Consider the long-term impact of the proposal on the ability of communities to secure their well-being.</p> <p>The preferred Option seeks to provide an element of certainty for both the licensed trade and the Authority by proposing licence fees for a 3 year period.</p>
<p>Prevention</p> 	<p>Consider how the proposal is preventing problems from occurring or getting worse</p> <p>Fee setting is an important element of Local Authority licence controls for the trade sectors covered in the report. Cost recovery through fees enables effective administrative and enforcement systems to be implemented to protect the public and maintain a level playing field for the trading sector.</p>
<p>Integration</p> 	<p>Consider how your proposal will impact on other services provided in our communities (these might be Council services or services delivered by other organisations or groups)</p> <p>Appropriate fee setting helps to support the trade sector and maintain services which are utilised by other Departments – such as taxis used in Home to School Transport.</p>

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<p>Collaboration</p> 	<p>Consider how you are working with Council services or services delivered by other organisations or groups in our communities.</p> <p>Appropriate fee setting helps recover costs to the Authority across services- such as Transport vehicle testing of taxis and Legal.</p>
<p>Involvement</p> 	<p>Consider how you involve people who have an interest in this proposal and ensure that they represent the diversity of our communities.</p> <p>Consultation on the proposal is proposed with the relevant trade sectors, as appropriate.</p>

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How does your proposal link to the Welsh Governments Priorities for Wales? Please indicate below.

1. **A PROSPEROUS WALES ...** an innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.

This proposal does not have a direct impact upon these matters.

2. **A RESILIENT WALES ...** a nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change). Think about how your activity will have regard to protecting and enhancing biodiversity.

This proposal does not have a direct impact upon these matters.

3. **A HEALTHIER WALES ...** a society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.

This proposal does not have a direct impact upon these matters.

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4. **A MORE EQUAL WALES ...** A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).

This proposal does not have a direct impact upon these matters.

5. **A WALES OF COHESIVE COMMUNITIES ...** attractive, viable, safe and well-connected communities.

This proposal does not have a direct impact upon these matters.


6. **A WALES OF VIBRANT CULTURE AND THRIVING ...** a society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.

This proposal does not have a direct impact upon these matters.

7. **A GLOBALLY RESPONSIBLE WALES ...** a nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.

This proposal does not have a direct impact upon these matters.

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Section 5-Welsh Language (Wales) Measure 2011 and Welsh Language Standards <i>(The Welsh Language Measure 2011 and the Welsh Language Standards require the Council to have 'due regard' for the positive or negative impact that any proposal may have on opportunities to use the Welsh language. Welsh Language Standards)</i>			
Requirement	Does the proposal have any positive, negative or neutral impacts in regards to the below?	What can be done to mitigate any negative impacts?	Please demonstrate any evidence used to form this opinion.
Compliance with the Welsh Language Standards. <i>Specifically Standards 88 - 93</i>	Neutral		
What opportunities are there to promote the Welsh Language? <i>e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community</i>	Neutral		
What opportunities are there for a person or person to use the Welsh Language? <i>e.g. staff, residents and visitors</i>	Neutral		
Has the Welsh Language been considered in order to treat the Welsh language no less favourably than the English language?	Neutral		

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Section 6 – Children’s Rights Approach - [The Right Way](#)

The Children’s Rights Approach – The Right Way is a framework for working with children, grounded in the UN Convention on the Rights of the Child (UNCRC). It places the UNCRC at the core of planning and service delivery and integrates children’s rights into every aspect of decision-making, policy and practice. The Right Way focuses on three main them Participation, Provision and Protection.

Protected characteristics	Will the proposal have any positive impacts on the Children’s Rights Approach?	Will the proposal have any negative impacts on the Children’s Rights Approach?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
Participation (child or young person as someone who actively contributes to society as a citizen)	None expected	None expected	
Provision (the basic rights of children and young people to survive and develop)	None expected	None expected	
Protection (children and young people are protected against exploitation, abuse or discrimination)	None expected	None expected	

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Section 7– Community Safety

Duty to Consider Crime and Disorder Implications

Section 17 of the Crime and Disorder Act 1998 places a duty on the local authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder, anti-social and other behaviour adversely affecting the local environment, the misuse of drugs, alcohol and other substances, re-offending and serious violence.

Impacts	Will the proposal have any positive impacts on crime and disorder?	Will the proposal have any negative impacts on crime and disorder?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
Crime (consider impact on each: victims, offenders and neighbourhoods)	No direct impact from the proposal	None	
Anti-Social Behaviour and behaviour adversely affecting the local environment (consider impact on each: victims, offenders, neighbourhoods and green spaces)	The proposal does not have a direct impact upon these matters.	None	

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<p>Misuse of drugs, alcohol and other substances (Think vulnerable children, adults, families and communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p>Re-offending (Think young people and adults, victims, families, communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p>Serious Violence (Think vulnerable young people, vulnerable adults, victims, families, communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p>Counter Terrorism (People and places that are vulnerable to terrorism or violent extremism)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p>Community Cohesion (Asylum seekers, Migrants, Victims or Hate Crime, Community tensions)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	

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Section 8- Armed Forces Covenant Duty AFC Draft Statutory Guidance - Final.pdf			
Impacts	Will the proposal have any positive impacts on the armed forces community?	Will the proposal have any negative impacts on the armed forces community?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
<p>Health</p> <ul style="list-style-type: none"> • Provision of services • Planning and funding • Co-operation between bodies and professionals <p>These healthcare functions are within scope of the Duty in the following settings:</p> <ul style="list-style-type: none"> • NHS Primary Care services, including general practice, community pharmacies, NHS dental, NHS optometry services and public health screening services. 	No direct impact upon these matters	None	

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<ul style="list-style-type: none"> • NHS Secondary Care services, including urgent and emergency care, hospital and community services, specialist care, mental health services, and additional needs services (as applicable). • Local authority-delivered healthcare services, including sexual health services and drug and alcohol misuse services 			
<p>Education</p> <ul style="list-style-type: none"> • Admissions • Educational attainment and curriculum • Child wellbeing • Transport • Attendance • Additional needs support • Use of Service Pupil Premium funding (England only) <p>These education functions are within scope of the Duty in compulsory education settings, that is, primary, secondary, and,</p>	<p>No direct impact upon these matters</p>	<p>None</p>	

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<p>for England only, compulsory further education. The Duty does not cover nursery (early years education), higher education, or other voluntary adult education settings</p>			
<p>Housing</p> <ul style="list-style-type: none"> • Allocations policy for social housing • Tenancy strategies (England only) • Homelessness • Disabled Facilities Grants 	<p>No direct impact upon these matters</p>	<p>None</p>	

<p>Section 9-Data-Please outline any data or evidence that has been used to develop the proposal, this can be previous consultations, local/national data, pilot projects, reports, feedback from clients etc.</p>		
<p>Data/evidence –What data/evidence was used? - provide any links.</p>	<p>What were the key findings?</p>	<p>How has the data/evidence informed this proposal?</p>
<p>The proposal illustrates current licence fees and numbers of licences in order to support the decision making.</p>	<p>Fee setting can impact on demand for licences so appropriate consideration to consultation responses will be necessary</p>	

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Are there any data or information gaps and if so what are they and how do you intend to address them?		
None known currently		

Section 10-Consultation. Please provide details of consultation undertaken to support the proposal. Please consider the Gunning Principles: -
Principle 1: Consultation must take place when the proposals are still at a formative stage. You must not have already made up your mind.

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Principle 2: Sufficient reasons must be put forward to allow for intelligent consideration and response. Have people been given the information and opportunity to influence?

Principle 3: Adequate time must be given for consideration and response. Is the consultation long enough bearing in mind the circumstances?

Principle 4: The product of consultation must be conscientiously taken into account when finalising the decision

Briefly describe any planned consultations or consultations that have been carried out to date. Please consider the above principles.

Please consider the following questions; -

- 1. Who did you consult?** The proposal suggests consultation with relevant trade sectors prior to final decision making on fees.
- 2. When did the consultation take place and was adequate time given for a response?** N/A
- 3. Was there enough information provided to respond effectively?** N/A
- 4. What were the findings?** N/A
- 5. Have the findings been considered in regards to the decision?** N/A

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Section 11-Monitoring and Review	
How will the implementation of the proposal be monitored, including the impacts or changes made?	Annual Review by Officers to ensure full-cost recovery calculations are not exceeded by the fees. Full review by Members is suggested in 3 years.
What monitoring tools will be used?	All Wales- Licensing Expert Panel, Fees Setting Toolkit is used to calculate costs and propose fees.
How will the results be used for future development?	The toolkit will be used as part of annual monitoring to ensure compliance with cost recovery principles.
How and when will it be reviewed?	Annual Review by Officers to ensure full-cost recovery calculations are not exceeded by the fees. Full review by Members is suggested in 3 years.
Who is responsible for ensuring this happens?	Service Manager of Public Protection

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Section 12 - Decision		
<i>Using the information you have gathered from sections 1-9 please state in the table below whether you are able to proceed with the proposal.</i>		
Continue with the proposal in its current form	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Continue with proposal but take into account reasonable steps to mitigate any negative impacts of the proposal	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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Name of person completing the IIA	
Name:	Steve Osborne
Job Title:	Team Manager- Trading Standards and Licensing
Date:	3.1.24

Head of Service Approval			
Name:	David Thompson		
Job Title:	Service Manager – Public Protection		
Signature:	D Thompson	Date:	8.1.24

Please contact Policy & Partnerships should you require any further advice or guidance on completing your assessment via lissa.friel@blaenau-gwent.gov.uk or emma.scherptong@blaenau-gwent.gov.uk.