

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Taxi Licensing Policy – Administrative and minor amendments
Service Area: Legal Regulatory Services
Directorate: Strategy and Corporate Services

2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff	✓	
Wider community		✓
Internal administrative process only	✓	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				There is no impact on any of these groups as the proposed policy amendments relate to the internal administrative processes of dealing with licence applications and other amendments which will have a minor or no impact to existing licence holders.
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				
Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				

Sexual orientation		✓				
--------------------	--	---	--	--	--	--

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				There is no impact on these as the proposed policy amendments relate to the internal administrative processes of dealing with licence applications and other amendments which will have a minor or no impact to existing licence holders.
Treating the Welsh language no less favourably than English		✓				

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				There is no impact on these as the proposed policy amendments relate to the internal administrative processes of dealing with licence applications and other amendments which will have a minor or no impact to existing licence holders.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		✓				

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	✓		The policy amendments will allow perspective and existing licence holders to access the licensing service digitally, whilst ensuring that those that cannot access the service digitally, can still arrange in person appointments with licensing staff. The policy amendments also take account of the Council's hybrid working policy which enables staff (where appropriate) to work more flexibly.
Integration - how the initiative impacts upon our wellbeing objectives	✓		Taxi drivers play an important role in ensuring a safe night-time economy, providing an essential service for people to get home safely. The policy amendments will ensure that the Council continues to provide an accessible and efficient licensing service to those that wish to licence as a taxi driver.
Involvement - how people have been involved in developing the initiative	✓		Regular meetings are arranged to ensure that policy amendments, taxi driver concerns and problems are discussed with trade representatives, officers and members.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	✓		The proposed policy amendments form part of a wider review of taxi licensing Policies in Wales and reflects work that is ongoing between the Licensing Expert Panel (22 local authority licensing leads) and Welsh Government.
Prevention - how the initiative will prevent problems occurring or getting worse	✓		The proposed policy amendments will ensure that the Taxi Licensing Policy remains up to date and compliant with legislation.

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
The proposal is to make administrative and minor changes to the Taxi Licensing Policy only.	

	Name	Position	Date
Completed by	Neil Chapple	Legal Regulatory Manager	12-02-2024
Signed off by	Craig Griffiths	Head of Legal & Dem. Serv.	12-02-2024