

**MEMBERS INTERESTS 2012**

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

	<b>General</b>		
1.	I have a disclosable pecuniary interest.	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>
2.	I have a non-pecuniary interest.	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a pecuniary interest <b>because</b> it affects my financial position or the financial position of a person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest or it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 10.1(1)(i) and (ii) <b>and</b> the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/>          <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>          <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>
4.	I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of:  (i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease.  (ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends.  (iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay.  (iv) An allowance, payment or indemnity given to Members  (v) Any ceremonial honour given to Members  (vi) Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>          <input type="checkbox"/>	<i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <i>You may speak and vote</i>
5.	A Standards Committee dispensation applies (relevant lines in the budget – Dispensation 20/2/13 – 19/2/17)	<input type="checkbox"/>	<i>See the terms of the dispensation</i>
6.	I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>

**'disclosable pecuniary interest'** (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

**Interest**

**Prescribed description**

Employment, office, trade, profession or vocation

Any employment, office, trade, profession or vocation carried on for profit or gain.

Sponsorship

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

*"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;*

*"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;*

*"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;*

*"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;*

*"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;*

*"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.*

**'non pecuniary interest'** means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

**'a connected person'** means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

**'body exercising functions of a public nature'** means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

**NB** Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

## **EMPLOYMENT APPEALS SUB-COMMITTEE**

**HELD: 19 SEPTEMBER 2013**

Start: 9.30am

Finish: 5.40pm

### **PRESENT:**

Councillors: Cropper (Chairman) Owen  
Kay (Vice – Chairman) Wright  
Cheetham

Officers: Principal Solicitor (Mr L Gardner)  
Member Services/Civic Support Officer (Mrs J Brown)  
Principal Human Resources Officer (Ms G Farrimond)

Parties to The Appeal: Management:  
Assistant Director Community Services (Mr D Tilleray)  
Human Resources:  
Human Resources Advisor (Ms S Lewis)  
Witnesses:  
Environmental Protection & Community Safety Manager (Mr A Hill)  
Platform Architect (Mr A McKenzie)  
Internal Auditor (Ms M Moorey)

Appellant:  
Employee Reference – 2900407  
Appellant Advisor:  
GMB Representative (Mr R Carrick)

In attendance GMB Representative (Mr S Bissette) – Observer

### **1. APOLOGIES**

There were no apologies for absence.

### **2. MEMBERSHIP OF THE SUB - COMMITTEE**

There were no changes to Membership of the Sub – Committee.

### **3. URGENT BUSINESS**

There were no items of urgent business.

### **4. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **5. EMPLOYMENT APPEALS PROCEDURE**

The Chairman referred to the above procedure.

**6. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 2 & 4 of Part 1 of Schedule 12A of that Act and as in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

**7. APPEAL AGAINST DISMISSAL OF EMPLOYEE REFERENCE: 2900407 (IDENTITY OF AN INDIVIDUAL - PARAGRAH 2 AND LABOUR RELATIONS - PARAGRAPH 4).**

The Chairman welcomed both parties to the meeting.

Members were informed that the Sub – Committee was meeting to consider an appeal by an employee of the Council against a decision taken by the Assistant Director Community Services in relation to his summary dismissal.

In considering the appeal the Sub – Committee had before it the following documents:-

- A. The Managements' Statement of Case containing details of the background of the case and the Management's reasons why the appeal should be dismissed.
- B. The Appellants' Statement of Case including details of the background to the case and the Appellant's reasons why the appeal should be upheld.

The Sub – Committee, in accordance with the procedure heard the following aspect of the appeal;

- i. An oral submission by Management
- ii. An oral submission by each of Management's Witnesses'
- iii. An oral submission on behalf of the Appellant
- iv. Questions put to each party by the other and questions put by Members to each party
- v. A summing up by Management and the Appellant's Representative

RESOLVED: That the Appeal be dismissed.

**PRESENT:** Councillor Cropper (Chairman)

Councillors: Baldock Melling  
Cheetham Oliver  
Delaney Owen  
Griffiths Wright  
Kay

Officers: Commercial, Safety and Licensing Manager (Mr P Charlson)  
Principal Solicitor (Mr L Gardner)  
Senior Licensing Officer (Mrs M Murray)  
Senior Licensing Officer (Mr A Denton)  
Member Services/Civic Support Officer (Mrs J Brown)

**15. APOLOGIES**

There were no apologies for absence received.

**16. MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule No. 4, the Committee noted the termination of Councillor Mrs Stephenson and the appointment of Councillor Ms Melling for this meeting only, thereby giving effect to the wishes of the Political Groups.

**17. URGENT BUSINESS**

There were no urgent items of business.

**18. DECLARATIONS OF INTEREST**

Councillor Cheetham declared a pecuniary interest in respect of agenda item 8 relating to Scrap Metal Dealers Act 2013 – Approval of Licence Fees, as his brother is a Scrap Metal Dealer in the Borough and therefore left the Chamber during consideration of this item.

**19. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

**20. MINUTES OF SUB-COMMITTEES OR WORKING GROUPS**

There were no Minutes to receive.

**21. MINUTES**

RESOLVED: That the Minutes of the meeting held on 16 July 2013 be received as a correct record and signed by the Chairman.

**22. SCRAP METAL DEALERS ACT 2013 - APPROVAL OF LICENCE FEES**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 73 to 88 of the Book of Reports which sought Members approval of the relevant licensing fees as required by the Scrap Metal Dealers Act 2013.

The Commercial, Safety and Licensing Manager outlined the report and responded to questions from Members of the Committee.

The Principal Solicitor advised the Committee that this report may go to Cabinet.

RESOLVED: That the fees as contained in Table 1 of the report be approved with immediate effect.

(Note: Councillor Cheetham declared a pecuniary interest in respect of this item and therefore took no part in the decision making process).

**23. DISCRETIONARY RATE RELIEF APPEAL BY FISH FINATICS LTD (SECTION 49 HARDHIP RATE RELIEF)**

Consideration was given to the report of the Transformation Manager as contained on pages 89 to 97 of the Book of Reports in respect of an appeal against refusal to grant an application for discretionary Hardship Rate Relief under Section 49 of the Local Government Finance Act 1988.

The Exchequer Services Manager outlined the report and explained that the total at table 3.1 on page 89 of the Book of Reports had changed from £14,518.00 to £13,318.00 as a result of further payments made by the appellant. He further explained that as a result of this, the figures in the table at 7.1 on page 92 of the Book of Reports would alter to reflect this change.

The Appellants attended the meeting and presented their case and responded to questions and comments raised by Members.

RESOLVED: That Discretionary Hardship Rate Relief under Section 49 of the Local Government Finance Act 1988 be GRANTED for the amount of £4,355.40.

(Note: The Officers from Community Services and Revenues and Payments left the meeting as Members considered their decision in this case).

**24. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 2 (Identity of an Individual) and Paragraph 7 (Criminal Matters) Part 1 of Schedule 12A of that Act and as in all circumstances of the case the public interest in maintaining the exemption under schedule 12A outweighs the public interest in disclosing the information.

**25. POLICE PROSECUTION - PRIVATE HIRE DRIVER**

Members were asked to consider a Private Hire Driver Licence having regard to an offence declared by the Private Hire Driver.

The Applicant attended the meeting and was interviewed by the Committee during which the Applicant was advised of his right of appeal to the Magistrates Court if he was aggrieved by the decision.

RESOLVED: That Private Hire Driver Licence Number LN/3422 and Private Hire Vehicle Licence Number LN/4786 be suspended for two weeks.

(Note: The Officers from Community Services left the meeting as Members considered their decision in this case).

**26. APPLICATION FOR PRIVATE HIRE DRIVER LICENCE - WK000177926**

Members were asked to consider an Application for a Private Hire Driver Licence Number WK/000177926 having regard to the offences declared on the Statutory Declaration, which accompanied the Application Form.

RESOLVED: That Application Number WK/000177926 be deferred for one further cycle to allow the Applicant to submit the DBS Form and attend the next meeting.

(Note: The Officers from Community Services left the meeting as Members considered their decision in this case).

**27. APPLICATION FOR PRIVATE HIRE DRIVER LICENCE - WK000179283**

Members were asked to consider an Application for a Private Hire Driver Licence Number WK/000179283 having regard to the offences declared on the Statutory Declaration, which accompanied the Application Form.

RESOLVED: That Application Number WK/000179283 be deferred one cycle to allow receipt of Disclosure and Barring Service (DBS) Form.

**28. APPLICATION FOR PRIVATE HIRE DRIVER LICENCE - WK000179359**

Members were asked to consider an Application for a Private Hire Driver Licence Number WK/000179359 having regard to the offences declared on the Statutory Declaration, which accompanied the Application Form.

The Applicant attended the meeting and was interviewed by the Committee during which the Applicant was advised of his right of appeal to the Magistrates Court if he was aggrieved by the decision.

RESOLVED: That Application Number WK/000179359 be REFUSED.

(Note: The Officers from Community Services left the meeting as Members considered their decision in this case).

**29. APPLICATION FOR PRIVATE HIRE DRIVER LICENCE - WK000181941**

Members were asked to consider an Application for a Private Hire Driver Licence Number WK/000181941 having regard to the offences declared on the Statutory Declaration, which accompanied the Application Form.

The Applicant attended the meeting and was interviewed by the Committee during which the Applicant was advised of his right of appeal to the Magistrates Court if he was aggrieved by the decision.

RESOLVED: That Application Number WK/000181941 be GRANTED.

(Note: The Officers from Community Services left the meeting as Members considered their decision in this case).

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- CHAIRMAN -





**AGENDA ITEM: 8**

**LICENSING & APPEALS  
COMMITTEE:  
3 DECEMBER 2013**

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**Report of: Assistant Director Community Services**

**Relevant Managing Director: Managing Director (People and Places)**

**Contact for further information: Mr P Charlson (Extn. 5246)  
(E-mail: paul.charlson@westlancs.gov.uk)**

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**SUBJECT: LICENSING & REGISTRATION - FEES & CHARGES 2014/15**

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Wards affected: Borough wide

**1.0 PURPOSE OF REPORT**

1.1 To consider proposed changes in licensing and registration fees and charges for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015.

**2.0 RECOMMENDATIONS**

2.1 That Hackney Carriage and Private Hire licensing fees and charges remain unchanged from those agreed for the period 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014.

2.2 That with effect from the 1<sup>st</sup> April 2014, the proposed fees and charges contained in Table 1 in this report is approved.

**3.0 BACKGROUND**

3.1 The relevant licensing fees and charges levied by the Council are reviewed on an annual basis. This review is carried out to take account of any material or legislative changes that may impact upon the fees and charges levied by the Council.

**4.0 ISSUES**

4.1 Members will be aware of the Provision of Services Regulations 2009 (the Regulations), which came into force in the UK on 28 December 2009. Whilst the principal goal of the Regulations was to ensure UK compliance with the EU Services Directive, it is only recently that the potential impact of the Regulations on licence fees is being fully understood. The Regulations state that when setting fees, the only costs that may be brought into account are those of the

authorisation scheme itself. Therefore, the enforcement of the respective licence cannot be included in the licence fee. Accordingly, a cost recovery evaluation exercise has been undertaken to establish the fee levels for those licences detailed in Table 1.

- 4.2 Members should note that any licence fees not detailed in Table 1 are either currently set nationally or are not affected by the Regulations (i.e. Hackney Carriage and Private Hire licensing), but similar principles are applied.

## 5.0 PROPOSED FEES

- 5.1 In compliance with the Regulations, all costs associated with providing the relevant authorisation have been addressed.

### *Miscellaneous licences*

- 5.2 Table 1 details the proposed changes in the following licensing fees and charges for 2014/15.

<b>Table 1</b>	<b>Existing (2013/14)</b>	<b>Proposed (2014/15)</b>
<b>Street Trading</b>		
New application (12 month consent) or pro rata	£538.53	£538.53
Renewal (12 month consent) or pro rata	£538.53	£411.67
Variation	£42.89	£96.43
Replacement Consent	£42.89	£39.93
<b>Sexual Entertainment Venue licence</b>		
New / renewal	£6,152.28	£5,070.58
<b>Skin Piercing etc. registration</b>		
New registration	£93.34	£105.31
<b>Second Hand Goods Dealer registration</b>		
New registration	£100.46	£103.03
<b>Animal welfare licences – cat/dog boarding, dog breeding, pet shop</b>		
New / renewal (12 month licence)	£145.25	£159.52
<b>Animal welfare licences – riding establishment</b>		
New / renewal (+ vet fee) (12 month licence)	£283.85	£284.11
<b>Animal welfare licences – dangerous wild animals</b>		
New / renewal (+ vet fee) (2 year licence)	£320.60	£221.82
<b>Animal welfare licences – zoo</b>		
New / renewal (+ vet fee) (6 year licence)	£1,141.70	£1,157.71

- 5.3 Members will note a marginal increase in almost all of the licence fees detailed in Table 1 in 2014/15, which will only generate approximately £443.93 of additional annual income (based on the current number of relevant licences in force in the Borough). However, this cannot offset those fees that need to be decreased to comply with the Regulations, which will result in a reduction in the respective annual licence fee income of approximately £3171.50.

*Hackney Carriage and Private Hire fees and charges*

- 5.4 Current Hackney Carriage and Private Hire fees and charges are sufficient to cover substantive relevant costs during 2014/15. However, a percentage increase is expected during 2014/15 in consumable costs only (based on the current rate of inflation (October 2013 RPI (Retail Price Index)), which currently stands at 2.6%). The impact of this increase is negligible and would only serve to increase Private Hire and Hackney Carriage fees and charges by a small amount - as detailed in Table 2.

<b>Table 2</b>	<b>Existing (2013/14)</b>	<b>Proposed (2014/15)</b>
<b>Taxi Licensing - Private Hire</b>		
Private Hire Operator (12 month licence):		
1 - 10 Vehicles	£246.09	£246.23
11 - 20 Vehicles	£277.70	£277.84
21 - 30 Vehicles	£434.62	£434.76
31 - 40 Vehicles	£562.17	£562.31
41 - 50 Vehicles	£690.87	£691.01
Over 50 Vehicles	£830.85	£830.99
Private Hire Vehicle (12 month licence - incl. plate)	£257.37	£257.51
Private Hire Driver (12 month licence)	£55.31	£55.44
<b>Taxi Licensing – Hackney Carriage</b>		
Hackney Carriage (12 month licence - incl. plate)	£282.22	£282.36
Hackney Carriage Driver (12 month licence)	£60.95	£61.08
<b>Taxi Licensing – general</b>		
Transfer of Vehicle Licence (change of owner)	£27.08	£27.21
Change of Vehicle other than renewal + vehicle inspection fee	£41.89	£42.02

Replacement Vehicle Plate	£34.99	£35.13
Replacement Driver Badge	£31.60	£31.73
Duplicate Driver Licence	£27.08	£27.21
Duplicate Vehicle Licence	£33.87	£34.00
Re-sit Knowledge Test	£12.78	£12.78

5.5 The amount of additional income generated by this increase equates to approximately £180.00 (based on the current number of licences in force in the Borough). However, the cost of advertising proposed fees in accordance with Section 70 of the Local Government (Miscellaneous Provisions) Act 1976 is approximately £320.00, plus the costs required to administer the change in fees. Given that the cost of advertising and administration is more than the amount of potential income generated, no changes in Hackney Carriage and Private Hire licensing fees and charges are proposed for 2014/15.

5.6 Members should also note that other fees are levied in addition to the relevant fee for Hackney Carriage and Private Hire licences, but these costs are dictated by third parties (for example, enhanced Disclosure and Barring Service enhanced disclosure and medical examination) and are borne by the applicant.

5.7 However, should the Committee resolve to approve the fees detailed in Table 1, the Council is required to give notice under Section 70 of the Local Government (Miscellaneous Provisions) Act 1976 of its intention to vary the fees and charges for vehicle, driver and operator licences. The Notice will be published in the local press, on the Council's website and in the Licensing Reception at Robert Hodge Centre. Objections against the proposed increases can be made within 28 days from the date of the Notice. If any objections are received, the matter will be reported back to the next meeting of the Committee for further consideration.

## **6.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY**

6.1 These services have the potential to impact upon many areas within the Community, particularly upon taxi services and the travelling public within West Lancashire. Therefore the proposal links with the following aspect of the Community Strategy: Transport (issue B).

## **7.0 FINANCIAL AND RESOURCE IMPLICATIONS**

7.1 There are currently no licensed Sexual Entertainment Venues in the Borough, so this will have no negative impact on existing licence fee income. Similarly, there is only 1 Dangerous Wild Animal and 1 Zoo licence issued in the Borough. Such licences are issued every 2 years and 6 years respectively and therefore will also have a minimal negative impact on existing licence fee income.

7.2 However, based on the existing amount of Street Trading Consents (25 as at time of writing this report), this will result in a decrease in the respective licence fee income of £3171.50 for 2014/15 and future years. When offset against the

anticipated additional income of £443.93 detailed in paragraph 5.3, this equates to an annual shortfall of £2727.57 for 2014/15. This shortfall has been identified in the budgetary process and will receive due consideration.

## **8.0 RISK ASSESSMENT**

- 8.1 The Council has a legal duty to carry out the functions of the legislation that dictates the proposed fees and charges contained in this report. Therefore the proposed fees and charges contained in this report are levied at a rate that serves to cover the costs to the Council. Accordingly, there is a potential impact upon the taxi trade, the travelling public and operators of the other licensed activities contained in this report.

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### **Background Documents**

None.

### **Equality Impact Assessment**

There is a significant direct impact on members of the public, employees, elected members and / or stakeholders. Therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report.

### **Appendices**

1. Equality Impact Assessment.



## Appendix 1

### Equality Impact Assessment - process for services, policies, projects and strategies

1.	<p>Using information that you have gathered from service monitoring, surveys, consultation, and other sources such as anecdotal information fed back by members of staff, in your opinion, could your service/policy/strategy/decision (including decisions to cut or change a service or policy) disadvantage, or have a potentially disproportionately negative effect on, any of the following groups of people:</p> <p><i>People of different ages – including young and older people</i>  <i>People with a disability;</i>  <i>People of different races/ethnicities/nationalities;</i>  <i>Men; Women;</i>  <i>People of different religions/beliefs;</i>  <i>People of different sexual orientations;</i>  <i>People who are or have identified as transgender;</i>  <i>People who are married or in a civil partnership;</i>  <i>Women who are pregnant or on maternity leave or men whose partners are pregnant or on maternity leave;</i>  <i>People living in areas of deprivation or who are financially disadvantaged.</i></p>	<p><i>No. Whilst the proposed fee and charge increases may have an impact upon licence / registration holders, which may in turn, be passed on to the customer; the fees and charges set out in this report apply equally to all persons requiring a licence / registration.</i></p>
2.	<p>What sources of information have you used to come to this decision?</p>	<p><i>Legislation requires that all relevant licences / registrations attract a fee, without exception.</i></p>
3.	<p>How have you tried to involve people/groups in developing your service/policy/strategy or in making your decision (including decisions to cut or change a service or policy)?</p>	<p><i>Where required, the recommendations contained in this report will be published in a local newspaper, on the Council's website and at the Licensing reception at Robert Hodge Centre. Any objections will be brought to the next session of Committee.</i></p>
4.	<p>Could your service/policy/strategy or decision (including decisions to cut or change a service or policy) help or hamper our ability to meet our duties under the Equality Act 2010? Duties are to:-</p> <p><i>Eliminate discrimination, harassment and victimisation;</i></p> <p><i>Advance equality of opportunity (removing or minimising disadvantage, meeting the needs of</i></p>	<p><i>No. The recommendations contained in this report apply only to the licences / registrations required under relevant legislation.</i></p>

<p>people);</p> <p><i>Foster good relations between people who share a protected characteristic and those who do not share it.</i></p>	
<p>5. What actions will you take to address any issues raised in your answers above?</p>	<p><i>Where required, the recommendations contained in this report will be published in a local newspaper, on the Council's website and at the Licensing reception at Robert Hodge Centre. Any objections will be brought to the next session of Committee.</i></p>