

Equality Impact Assessment (EqIA)

Deciding what needs to be assessed

In theory all policies, decisions, services, projects and programmes should be impact assessed. The most practical approach is to assess as the proposal is being developed or as processes, services and policies come up for review making the EQIA part of the development process. Don't be put off by the list below, it does not mean that long and detailed assessments are required every time you are engaged in one of the activities. However, it does mean that you should always consider the equalities implications of your proposals.

Policy	New policy development
	Substantial revision of an existing policy or process
	Any change which may have a disproportionate impact on a particular group
Decision	Key decision
	Decision for management board/cabinet
	Budget change decision
Service	New service
	Service review, including the decommissioning of services
	Any service change which may have a disproportionate impact on a particular group
Projects & Programmes	All, at planning stage

Further information: [Equality Impact Assessments - a users guide](#)

Section One

	Question	Response
1.1	Name of policy/decision/service/project/programme being assessed	Officer Decision Note to request a transitional arrangement to withdraw clause 1(e) in Appendix 4 of the Hackney Carriage and private Hire Licensing Policy dated 2 nd April 2024.
1.2	Summary of aims and objectives of the policy/decision/service/project/programme	<p>Appendix 4 of the Hackney Carriage and Private Hire Licensing Policy relates to Hackney Carriage Vehicle Specification. Clause 1(e) states: "All current saloon vehicles licensed as hackney carriages will continue to be licensed until they reach 10 years of age. By 2034 there will be no Hackney saloons within the fleet."</p> <p>A challenge by three licensed hackney carriage drivers was made in May 2024 and Counsel opinion was sought. Counsel provided detailed advice and recommended we withdraw the clause 1(e) and reinstate "Grandfather Rights" for existing saloon vehicle licence owners.</p>
1.3	Who is affected by the policy/decision/service/project/programme? (e.g. employees/service users/supplier/contractor)	Primarily existing Hackney Carriage Licence holders using saloon vehicles. Under the clause 1(e) they would have been unable to operate a saloon hackney carriage vehicle beyond the age of 10 years. As the council was looing to implement a 100% wheelchair accessible hackney carriage fleet.
1.4	What involvement and consultation has been done in relation to this proposal? (e.g. with relevant groups and stakeholders)	Consultation with the trade was undertaken regarding the initial policy decision. Consideration of the recent challenge has been given and Counsel advice was sought. The advice considers relevant court cases and guidance.
1.5	What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	The impact of the change will be noted. A review of the demand for accessible services is to be procured and this will provide more data on vehicle need within the borough.

Section Two - Protected Characteristics

Protected Characteristic Group	Is there a potential for positive or negative impact? Is the impact neutral?	Please explain and give examples of any evidence/data used	Action to address negative impact (e.g. adjustment to the proposal)
Disability	Neutral	The hackney carriage fleet will continue to be a mix of saloon and WAV	
Gender Reassignment	Neutral	No impact expected	
Marriage or Civil Partnership	Neutral	No impact expected	
Pregnancy and Maternity	Neutral	No impact expected	
Race	Neutral	No impact expected	
Religion or Belief	Neutral	No impact expected	
Sexual Orientation	Neutral	No impact expected	
Sex (gender)	Neutral	No impact expected	
Age	Neutral	No impact expected	
Children in Care and Care Leavers	Neutral	No impact expected	

Section Three- Evaluation

3.1	Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?	Explanation/Justification No
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Final Decision:	Tick the relevant box	Include any explanation / justification required
1. No barriers identified, therefore activity will proceed.	Yes	
2. Stop at some point because the data shows bias towards one or more groups	No	
3. Adapt or change the event in a way which you think will eliminate the bias	No	
4. Barriers and impact have been identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore proceed with caution with this knowing that it may favour some people less than others, providing justification for this decision.	No	

Section Four – Record Keeping

Will this EqIA be published* (*EqIA's should be published alongside relevant event paperwork including cabinet papers:	Available on request
Date Completed	18 June 2024
Review date (if applicable)	

Change Log			
Name	Date	Version	Change Made

Responsibilities			
Name of person leading this EqIA	Kate Bishop	Date Completed	18/06/2024
Names and roles of people involved in the consideration of impact	Jamie Hollis Head of Legal Governance and Deputy Monitoring Officer		
Name of Director signing EqIA	Richard Bell	Date Signed	18/06/2024