

Equality Impact Assessment Toolkit (January 2021)

Section 1: Your details

EIA lead Officer: Margaret O'Donnell – Senior Manager Neighbourhoods

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Head of Section: Vicki Shaw – Head of Legal Services

Chief Officer: Phil Mc Court – Director of Legal Services

Directorate: Law & Governance

Date: 3rd Sept 2021

Section 2: What Council proposal is being assessed?

Taxi and Private Hire Licensing Policy

It is a recommendation of the Department for Transport's Statutory Taxi and Private Hire Vehicle Standards, that all Licensing Authorities bring together all their policies on taxi and private hire licensing into a cohesive policy document and that this document is made publicly available. This should include, but not be limited to, policies on convictions, a fit and proper persons test, licence conditions and vehicle standards

Section 2a: Will this EIA be submitted to a Committee meeting?

Yes / No

If 'yes' please state which meeting and what date

REGULATORY AND GENERAL PURPOSES COMMITTEE 15
SEPTEMBER 2021

Hyperlink to where your EIA is/will be published on the Council's website

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 4:

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications
All groups	We recognise that some people may need information in different languages or formats as English may not be their first language or they have other communications requirements	We will make the policy available in different languages and formats upon request and within a reasonable timeframe. This will include any supplementary information pertaining to the policy	Licensing Team	Ongoing	We have a contract through Procurement for translation and interpretation services
Disability	We have an obligation to ensure that information on our website is as accessible as possible	We will consider Web Content Accessibility Guidelines when making the policy available on our website	Licensing Team/Digital Team	Ongoing	From existing resources

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Section 4a: Where and how will the above actions be monitored?

The policy will be regularly reviewed during its lifecycle and we will ensure that any requests for information is logged and responded to in a reasonable timescale

Section 4b: If you think there is no negative impact, what is your reasoning behind this?

N/A

Section 5: What research / data / information have you used in support of this process?

Dept for Transport recommendations – we should move to a single, cohesive policy unless there is a compelling reason not to do so

Section 6: Are you intending to carry out any consultation with regard to this Council proposal?

Yes / No – (please delete as appropriate)

If 'yes' please continue to section 7.

If 'no' please state your reason(s) why:

This is to aggregate policies that have already been consulted upon. This exercise brings no new requirements.

(please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 7: How will consultation take place and by when?

N/A

Before you complete your consultation, please email your preliminary EIA to engage@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing.

Section 8: Have you remembered to:

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to engage@wirral.gov.uk via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**