

# Equality Impact Assessment Form

**Please ensure that you refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Equalities Officer or Equalities Team**

Details
Name of Initiative to be assessed: Taxi Licensing
Name of responsible officer: Paul Lewis
Group/Directorate: Place and Transformation
Service Area: Licensing
Date: April 2016

**(a) WHAT ARE YOU ASSESSING FOR IMPACT?**

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input checked="" type="checkbox"/>	Information/ Position statement <input type="checkbox"/>
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**(b) Please name and describe below**

Taxi Licensing

The purpose of this business case is to consider the options for increasing Taxi Licensing fees.

The licensing department issues licenses for taxi drivers and taxi vehicles. Drivers licenses are valid for 3 years, and vehicle licenses are valid for 1 year. Fees can be set locally and the all Wales licensing technical panel has created a toolkit for calculating a fee using a robust and defendable methodology. Using this, there is scope to increase the fees as follows:

License	Current Fee	Toolkit Fee	Increase	% Increase
Driver - New	£150	£272	£122	81%
Driver - Renewal	£130	£230	£100	77%
Vehicle	£75	£154	£79	105%

Currently, benchmarking against 4 of our neighbouring authorities places Merthyr Tydfil 2nd lowest for drivers, and the lowest for vehicles. If we applied the toolkit fees, we would become the highest for drivers (although only £2 higher than Blaenau Gwent), and would still be the lowest for vehicles.

Increasing the driver's fee will have a relatively small financial impact in 16/17 & 17/18, as our current drivers do not need to renew until 18/19 (£1k in 16/17, £2k in 17/18, and £10k in 18/19).

Increasing the vehicle fee would generate an additional £16k per year.

**PLEASE NOTE Cabinet Group provided qualified support only for the above. Vehicle fee is to increase by £40 to £115 for 16/17 and £154 for 17/18**

**(c) IS THE DELIVERY OF THIS INITIATIVE AFFECTED BY LEGISLATION OR OTHER DRIVERS SUCH AS CODES OF PRACTICE?**

**If so, please identify what and how?**

Yes – legal advice being sought on consultation requirements and where legal responsibility for approving fees rests within the authority.

# Equality Impact Assessment Form

**(d) Does the initiative directly affect service users, employees or the wider community?**

- Yes  Continue assessment  
 No  No need to continue screening or carry out an EqlA

**Screening/Relevance Test: Is an equality impact assessment required?**

*Screening is used to decide whether the initiative you are responsible for has a high or medium negative impact on any of the protected groups and will require a full EqlA. Please highlight the positive impact the decision will have on the protected characteristics.*

What will be the effect on :-

Protected Characteristic	Impact? <i>Include Positive and Negative</i>
Age	Neutral
Disability	Neutral
Gender Reassignment	Neutral
Marriage & Civil Partnership	Neutral
Pregnancy and Maternity	Neutral
Race	Neutral
Religion or Belief	Neutral
Sex	Neutral
Sexual orientation	Neutral
Carers	Neutral
Welsh Language	Neutral

**If after completing the EqlA screening/relevance test you determine that this service/function/policy/project is not relevant for an EqlA you must provide adequate explanation below (Please use additional pages if necessary).**

There are no detrimental effects to service users, the public or the authority, therefore a full EQIA is not relevant at this time.  
 As can be seen above, the 11 protected characteristics have been deemed to have a neutral impact.

**Are you happy that you have sufficient evidence to justify your decision?**

Yes

**Signed: Ellis Cooper**

**Position: Corporate Director**

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**N.B. If the initial screening process has identified actual or potential high or medium negative impact on a particular group or groups then you **MUST** carry out a full EqlA.**

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## **Full Equality Impact Assessment**

*You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impact, including positive impact, and clearly identify which protected groups are affected.*

In terms of any disproportionate / negative / adverse impact that the proposal may have on a protected group, what steps (if any) could be taken to reduce that impact for each group identified. Attach a separate action plan if necessary.
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If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.
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Please highlight positive impacts and actions that have been identified as a result of the assessment process.
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### **Evidence Sources**

(i) Give details of any data or research that has led to your reasoning above, in particular, the sources used for establishing the demographics of service users.
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(ii) Give details of how you have engaged with service users on the proposals and steps to avoid any disproportionate impact on a protected group and how you have used any feedback to influence your decision.
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Are you satisfied that the engagement process complies with the requirements of the Statutory Equality duties?
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<b>Decision Log</b> – (detail how Elected Members and Senior Managers have been involved in the decision process (give dates of key meetings and decisions made)
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## Review

**Date of Next Review:**

**If review is not required, explain why.**

**Approved by:**

**Signature:**

**Job Title:**

**Approval date:**

**Date of Update:**

**Update recording**