

Initial EIA Form Template (Screening)

Department		Initial EIA Form Template (Screening)		
Safer & Stronger Communities		Dustin Hawkes		
Section	Licensing	Officer responsible for the Assessment	Is this a new or existing policy	Proposed amendment to existing.
Name of Policy Procedure function being assessed	Review of Hackney carriage vehicle conditions (zones 1, 2 & 3)	Date of assessment	January 2012	
If there are any other policies or procedures associated or linked with this one, please note them here		The policy in question relates to the requirements to be imposed by the Council, as licensing authority, in relation to hackney carriage vehicles which include the specification of the vehicles which the Council will permit to be used as hackney carriages. The proposed decision seeks to harmonise the existing conditions in each of the three hackney carriage zones within the Borough. Other significant policies relating to the licensing of hackney carriages in Cheshire East include policies on quantity restrictions and the tariffs which may be charged for the use of a hackney carriage vehicle. It is also noted that Transport Co-ordination have separate criteria in relation to the types of vehicle which will be authorised for school contracts.		
Briefly describe the aims, objectives and outcomes of the policy / procedure / function		As the licensing authority, the Council has the responsibility for the licensing of Hackney Carriage Vehicles. The relevant legislation provides local authorities with the power to attach to hackney carriage licences such conditions as they may consider 'reasonably necessary.' Section 47(2) states that without prejudice to the generality of section 47(1), a council may require vehicles to be "of such design or appearance or bear such distinguishing marks as shall clearly identify it as a hackney carriage." The hackney carriage vehicle conditions are designed to ensure that licensed hackney carriages within the Borough of Cheshire East are suitable for use as such. This includes issues, such as safety, passenger comfort and accessibility. The policy therefore aims to		

	achieve a standard of hackney carriage service that provides a safe and effective service to members of the public. One of the particularly significant conditions relates to wheelchair accessibility. The proposed conditions which were sent out for consultation included a requirement that all new hackney carriage vehicles be purpose built wheelchair accessible vehicles. The aim of this condition was to increase accessibility for disabled service users by ensuring that wheelchair users can access a hackney carriage vehicle with as little delay and inconvenience as possible. The effect of the hackney carriage vehicle conditions will be to restrict the types of vehicle that the Council will licence as hackney carriages. The proposed outcome also includes the adoption of a set of vehicle test guidelines which are aimed to ensure a consistent approach to vehicle testing.
Who is intended to benefit from this policy – procedure - function	The proposed conditions are designed to meet the needs of the public who use hackney carriage vehicles and to ensure their safety. In making decisions in relation to vehicle specifications the Council must take into consideration not only any potential impact on members of the public who travel in licensed vehicles, but also to the views of members of the licensed trade. A set of conditions which, whilst not being unnecessarily restrictive, meet the needs of the travelling public will benefit all parties involved in the operation and use of hackney carriage vehicles. It is suggested that the adoption of a set of vehicle test guidelines would be beneficial to vehicle proprietors as they would have a clear understanding of the standards to which their vehicles will be tested. The proposal would also be of assistance to the Council's testing centres in providing clarity and ensures transparency generally.
What factors could contribute to or detract from the outcomes	Consideration must be given to the consultation responses received. This may result in a decision not to impose particular condition(s) and/or a requirement for additional consultation.
Who are the main stakeholders in relation to the	Hackney Carriage Vehicle Proprietors

policy – procedure- function? Please consider key equality groups	Hackney Carriage Drivers Cheshire Constabulary Groups representing those with disabilities Members of the public who travel in Hackney Carriage Vehicles. Consultation in relation to the proposed conditions will take place over a 12 week period and has included direct correspondence with (i) the members of the trade referred to above; (ii) local Chambers of Commerce; (iii) groups representing those with disabilities; and (iv) the Police, as well of publication of the proposals on the Council's website.
Who is responsible for the policy – procedure – function?	Licensing Section

Racial equality - Is there an impact?	No		
Gender Equality - Is there an impact?	No		
Disability Equality - Is there an impact?	Yes		It is suggested that the implementation of the proposed policy in relation to wheelchair accessible vehicles would have a positive impact on wheelchair users, i.e. that the proposed policy would assist in the aim of ensuring that wheelchair users can access hackney carriage vehicles with as little delay and inconvenience as possible. However, it is also suggested that there may be a potentially detrimental impact was identified in relation to non-wheelchair users who, due to mobility impairment, may find it more difficult to access a purpose-built wheelchair accessible vehicle
Sexual Orientation Equality - Is there an impact?	No		
Age Equality - Is there an impact?	Yes		It has been suggested that elderly people may find it more difficult to access a purpose-built wheelchair accessible vehicle due to the requirement to step up into the vehicle.

Religion and Belief Equality - Is there an impact?	No		
Other disadvantaged groups (carers, white families from poor areas).	No		
Please give details of any other potential impacts of this policy (i.e. Poverty & deprivation, community cohesion, environmental)	N/A		

Could the impact constitute unlawful discrimination in relation to any of the Equality Duties	Yes		Please see above in relation to the protected characteristics of disability and age.
Does this policy – procedure – function have any effect on good relations between the council and the community	Yes		The policy seeks to achieve a standard of hackney carriage service that provides a safe and effective service to members of the public.
Should the policy – procedure – function proceed to a full equality impact assessment	Yes		
If you are not proceeding to a full EIA make sure you have evidence to justify this decision should it be challenged. Please state the date the policy/procedure/function will be reassessed			

Full Equality Impact Assessment Template (EIA)

This form should be accompanied by the completed Initial Equality Impact Assessment Form, and be used to plan for the completion of an EIA.

Department	Safer & Stronger Communities			Full Equality Impact Assessment Template (EIA)		
Section	Licensing		Officer responsible for the Assessment	Dustin Hawkes		
Name of Policy Procedure function being assessed	Review of Hackney carriage vehicle conditions (zones 1, 2 & 3)	Date of assessment	January 2012	Is this a new or existing policy	Amendment to existing	
Start date of EIA			Expected completion date	January 2012		
Please specify what the question(s)/issue(s) will be for this full EIA (based on those identified in the initial EIA)	The screening EIA identified a potential impact of the imposition of a condition relating to wheelchair accessible vehicles in relation to individuals with the following 'protected characteristics' (i) disability and (ii) age. It was suggested that the implementation of the proposed policy in relation to wheelchair accessible vehicles would have a positive impact on wheelchair users, i.e. that the proposed policy would assist in the aim of ensuring that wheelchair users can access hackney carriage vehicles with as little delay and inconvenience as possible. However, it was also suggested that there may be a potentially detrimental impact was identified in relation to non-wheelchair users who, due to mobility impairment, may find it more difficult to access a purpose-built wheelchair accessible vehicle					
Please indicate what research, information and intelligence may be required	- Information contained within the Department of Transport Best Practice Guidance - Information relating to central government's proposals re: accessibility regulations - Consultation responses from stakeholders					
	Internal (Staff/Members)		External (stakeholders/service users/partners)			
Please state who will be involved/engaged/consulted	Licensing staff		Hackney Carriage Vehicle Proprietors Hackney Carriage Drivers			

		Cheshire Constabulary Groups representing those with disabilities Members of the public who travel in Hackney Carriage Vehicles.
	Internal (Staff/Members)	External (stakeholders/service users/partners)
Please state what methods will be used to involve / engage and consult	Discussions	A 12 week consultation process involving direct correspondence with (i) the members of the trade referred to above; (ii) local Chambers of Commerce; (iii) groups representing those with disabilities; and (iv) the Police, as well of publication of the proposals on the Council's website.
Please indicate expected costs& resource requirements for completing the EIA	Staff time	Staff time

Action Plan

Equalities Impact Assessment Action plan: Making Changes				
REF	Action	Responsible Persons/s	Action Deadline	Tasks
1	Carry out consultation on the proposed hackney carriage vehicle conditions with the stakeholders referred to above	Dustin Hawkes	Consultation to be commenced in October 2011	1. Send out consultation letters to members of the trade; 2. Send out consultation letters to other stakeholders (i.e. Chambers of Commerce, the Police and Disability Groups);
				The consultation exercise concluded on 3rd January 2012 and the responses are set out within the report to Licensing Committee on 16th January 2012. Whilst a response from one disability group was supportive of the proposals, a number of other responses

				3. Publish information in relation to the consultation exercise on the Council's website.	received suggested: (i) that, where possible, wheelchair users who are not wheelchair bound prefer to use a saloon vehicle and put the wheelchair in the boot of the vehicle; and (ii) that wheelchair accessible vehicles are more difficult for elderly passengers or those with mobility impairments to access. The decision-maker has been requested to consider the consultation responses and to make a decision balancing these interests.
--	--	--	--	--	---

Signed (Service Manager)

Date

Signed (Head of Section)

Date

