

EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. Identify the Policy, Project, Service Reform or Budget Option to be assessed

A clear definition of what is being screened and its aims

2. Gathering Evidence & Stakeholder Engagement

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. Assessment & Differential Impacts

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. Outcomes, Action & Public Reporting

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publically reported

5. Monitoring, Evaluation & Review

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

Consideration of Proposed Licensed Taxi Driver Conditions and separately Private Hire Car Driver Licence Conditions

b) Reason for Change in Policy or Policy Development

Taxi Driver Licence Conditions and separately Private Hire Car Driver Licence Conditions have not been reviewed by the Licensing Authority, fully, for approximately 10 years. There is no statutory requirement to review conditions attached to a Taxi Driver Licence and separately a Private Hire Car Driver's Licence, however, it is good practice to do so to ensure the conditions attached to each Licence remain appropriate.

c) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

For Committee to consider approving proposed revised Taxi Driver Licence conditions and separately Private Hire Car Driver Licence conditions, and a date of implementation for these to come into effect.

d) Name of officer completing assessment (signed and date)

G.McNaught 31.7.24

e) Assessment Verified by (signed and date)

2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

<p>Please name any research, data, consultation or studies referred to for this assessment:</p>	<p>Please state if this reference refers to one or more of the protected characteristics:</p> <ul style="list-style-type: none"> ➤ age ➤ disability, ➤ race and/or ethnicity, ➤ religion or belief (including lack of belief), ➤ gender, ➤ gender reassignment, ➤ sexual orientation ➤ marriage and civil partnership, ➤ pregnancy and maternity, 	<p>Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.</p>
<p>In light of the Taxi Driver Licence conditions and separately the Private Hire Car Driver Licence conditions last being fully reviewed approximately 10 years ago by the Licensing Authority, the Licensing Section emailed members of the Taxi and Private Hire Car Trade Group, in March 2024, to ask for representatives/volunteers to join a Working Group to review Taxi</p>	<p>All protected characteristics.</p>	<p>The consultation was carried out by way of a Working Group for Taxi Driver Licence conditions and separately Private Hire Car Driver Licence conditions, as detailed within the first column on this document.</p> <p>Each Working Group produced a proposed revised set of licence conditions for the Licensing and Regulatory Committee to consider, recognising it is the decision making</p>

<p>Driver Licence conditions and separately Private Hire Car Driver Licence conditions. Members of the Taxi and Private Hire Car Trade Group are representatives from the following organisations: Glasgow City Council Taxi and Private Hire Enforcement, Oliver's Taxis, SSRG, Network Private Hire, North Radio Cars, ADCU, Pacific Cars, Supreme Radio Cars, Thornliebank Cars, Uber, Bolt, West End Radio Cars, Unite the Union, GMB Union, Saltire Private Hire, Hampden Cars, GlasGo, Glasgow Taxis, Scottish Ethnic Private Hire Welfare Association (SEPHWA Scotland), UPHD, Glasgow Taxis, Glasgow Taxi Owners Federation, and Scottish Private Hire Association (SPHA).</p> <p>Of the above organisations, the Licensing Section received volunteers for the Taxi Driver Working Group from the following organisations: Glasgow Taxis, Unite the Union Glasgow Cab Section, GlasGo, Glasgow Taxi Owners Federation and Glasgow City Council's Taxi and Private Hire Enforcement Section. In addition, the Licensing Section received volunteers for the Private Hire Car Driver Working Group from the following organisations: Uber, SEPHWA Scotland, Saltire</p>		<p>body.</p>
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Private Hire, GMB Union, GlasGo, SPHA and Glasgow City Council's Taxi and Private Hire Enforcement Section.

There were three meetings of each Working Group. Each Working Group meeting was chaired by the Licensing Legal Manager. Each Working Group meeting took place within the City Chambers on 12 April 2024, 24 April 2024 and 14 May 2024. At the meeting held on 24 April 2024 there was one representative on the Private Hire Car Driver Working Group who attended the meeting via Microsoft Teams. The meetings for each Working Group generated a range of views.

Representatives of each Working Group were subsequently emailed from the Licensing Section on 23 May 2024 with a copy of a tracked changes document which showed the current Taxi Driver or separately Private Hire Car Driver conditions together with the proposed revisals, on the same document, and separately a "clean" document which provided the Working Group representatives with the proposed revised conditions which would be put before this Committee for consideration. The representatives were given until 31 May 2024, by the

<p>Licensing Section, to provide any further comments on the proposed revised conditions. No comments were received from the trade representatives seeking any further amendments to the proposed revised conditions for either a Taxi Driver licence or separately a Private Hire Car Driver licence. One comment was received to condition 5 of the Private Hire Car Driver conditions from Glasgow City Council's Taxi and Private Hire Enforcement Section. The words "<i>unless otherwise stated by the Licensing Authority</i>" have been inserted to reflect the comment received.</p>		
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3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to provide some **narrative** where you think the **Policy, Project, Service Reform or Budget Option** has either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
SEX/ GENDER	Women	<p>If the Committee decide to approve the proposed revised conditions:</p> <ul style="list-style-type: none"> • conditions attached to each licence (Taxi Driver and separately Private Hire Car Driver) will be up to date; • the conditions will account of different views from the trade; • the conditions may enable some matters, where the Council's Taxi and Private Hire Car Enforcement Officers, have had concern in relation to a licence holder, to bring these concerns to Committee's 	<p>There may be more licence holders brought to Committee by way of a complaint from the Council's Taxi and Private Hire Car Enforcement Officers, as a result of more conditions attached to each licence (Taxi Driver and separately Private Hire Car Driver).</p>	<p>If more licence holders are brought before Committee via a complaint by the Council's Taxi and Private Hire Car Enforcement Officers, as a result of more licence holders (Taxi Driver and separately Private Hire Car Driver) being suspended which could lead to a loss of income for a period of time for licence holders.</p>

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Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
		<p>attention. This was difficult prior to any approval as some matters were previously not a licence condition – (complaint under paragraph 11 of schedule 1 to the Civic Government (Scotland) Act 1982);</p> <ul style="list-style-type: none"> • could potentially improve the driving standards (Taxi Driver and separately Private Hire Car Driver); and • may provide clarification on certain matters for licence holders (modification to vehicles as an example). 		
	Men	As detailed above.	As detailed above.	
	Transgender	As detailed above.	As detailed above.	

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Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
RACE*	White	As detailed above.	As detailed above.	
<i>Further information on the breakdown below each of these headings, as per census, is available here. For example Asian includes Chinese, Pakistani and Indian etc</i>	Mixed or Multiple Ethnic Groups	As detailed above.	As detailed above.	
	Asian	As detailed above.	As detailed above.	
	African	As detailed above.	As detailed above.	
	Caribbean or Black	As detailed above.	As detailed above.	
	Other Ethnic Group	As detailed above.	As detailed above.	
DISABILITY	Physical disability	As detailed above.	As detailed above.	
<i>A definition of disability under the Equality Act 2010 is available here.</i>	Sensory Impairment (sight, hearing,)	As detailed above.	As detailed above.	
	Mental Health	As detailed above.	As detailed above.	
	Learning Disability	As detailed above.	As detailed above.	
LGBT	Lesbians	As detailed above.	As detailed above.	
	Gay Men	As detailed above.	As detailed above.	
	Bisexual	As detailed above.	As detailed above.	
AGE	Older People (60 +)	As detailed above.	As detailed above.	

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Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
	Younger People (16-25)	<p>As detailed above with the exception that licences cannot be granted under the legislation to any person unless that person has held, throughout the period of 12 months immediately prior to the date of application, a licence authorising him to drive a motor vehicle issued under Part III of the Road Traffic Act 1972 or a licence which would at the time of the application entitle him to such a licence without taking a test, not being a provisional licence. In addition, the Committee has policy that an applicant has to be 21 years of age to apply for a licence.</p> <p>It therefore would not directly impact under 21 year olds.</p>	<p>As detailed above with the exception that licences cannot be granted under the legislation to any person unless that person has held, throughout the period of 12 months immediately prior to the date of application, a licence authorising him to drive a motor vehicle issued under Part III of the Road Traffic Act 1972 or a licence which would at the time of the application entitle him to such a licence without taking a test, not being a provisional licence.</p> <p>In addition, the Committee has policy that an applicant has to be 21 years of age to apply for a licence.</p> <p>It therefore would not directly impact under 21 year olds.</p>	

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Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
	Children (0-16)	N/A	N/A	
MARRIAGE & CIVIL PARTNERSHIP	Women	As detailed above.	As detailed above.	
	Men	As detailed above.	As detailed above.	
	Lesbians	As detailed above.	As detailed above.	
	Gay Men	As detailed above.	As detailed above.	
PREGNANCY & MATERNITY	Women	As detailed above.	As detailed above.	
RELIGION & BELIEF** A list of religions used in the census is available here .	See note	As detailed above.	As detailed above.	

* For reasons of brevity race is not an exhaustive list, and therefore please feel free to augment the list above where appropriate; to reflect the complexity of other racial identities.

** There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions used in the census is available [here](#).

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Summary of Protected Characteristics Most Impacted

All protected characteristics.

Summary of Socio Economic Impacts

If more licence holders are brought before Committee via a complaint by the Council's Taxi and Private Hire Car Enforcement Officers, as a result of more licence conditions, this may result in more licence holders (Taxi Driver and separately Private Hire Car Driver) being suspended which could lead to loss of income for a period of time for licence holders.

Summary of Human Rights Impacts

None at this stage.

4. OUTCOMES, ACTION & PUBLIC REPORTING

Screening Outcome	Yes /No Or / Not At This Stage
Was a significant level of negative impact arising from the project, policy or strategy identified?	Not at this stage.
Does the project, policy or strategy require to be amended to have a positive impact?	None at this stage.
Does a Full Impact Assessment need to be undertaken?	None at this stage.

Actions: Next Steps

(i.e. is there a strategic group that can monitor any future actions)

Further Action Required/ Action To Be Undertaken	Lead Officer and/or Lead Strategic Group	Timescale for Resolution of Negative Impact (s) / Delivery of Positive Impact (s)
For the Licensing Section to monitor in there is an increase in complaints to Committee from the Council's Taxi and Private Hire Car Enforcement Officers, in relation to the alleged breach of a licence (Taxi Driver and separately Private Hire Car Driver) condition.	Gillian McNaught	1 Year from the date of any approved implementation date by Committee of the proposed revised conditions.

Public Reporting

All completed EQIA Screenings are required to be publically available on the [Council EQIA Webpage](#) once they have been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. (See [EQIA Guidance](#): Pgs. 11-12)

5. MONITORING OUTCOMES, EVALUATION & REVIEW

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Strategic, Policy, or Operational Group responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been take to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

Legislation

Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: [Equality Act Guidance](#)

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices
- gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: [Understanding Scottish Specific Public Sector Equality Duties](#)

Fairer Scotland Duty

Authorities should also consider Socio-Economic Impacts where appropriate. Further information: [Fairer Scotland Duty Interim Guidance](#)

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.