

Appendix 1: Equalities Screening Assessment



Initial Equality Screening Assessment

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity.
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

Directorate: Regeneration and Environment	Service area: Licensing
Lead person: Alan Pogorzelec	Contact number: 01709 254955

1. Title: Review of RMBC Hackney Carriage and Private Hire Licensing Policy

Is this a:

☒ **Strategy / Policy** ☐ **Service / Function** ☐ **Other**

If other, please specify

2. Please provide a brief description of what you are screening

In July 2015, the Council introduced a Hackney Carriage and Private Hire Licensing Policy. This policy is widely seen to be setting the standard for other local authorities to benchmark against in relation to Taxi and Private Hire licensing.

However, the Council is committed to the concept of continual improvement and consequently is reviewing the current policy with a view to introducing amendments that will ensure that the standard of licensed driver, vehicle and operator in Rotherham remains second to none.

This assessment is being carried out in relation to a report outlines the key proposals for inclusion in a revised policy and seeks approval from Cabinet to commence a period of consultation in relation to these proposals.

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – Borough wide or more local. These will also have a greater / lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Does the activity have implications regarding the accessibility of services to the whole community?		X
Is there an impact for an individual or group with protected characteristics? (Discrimination, harassment or victimisation of individuals with protected characteristics)		X
Have there been or likely to be any public concerns about the policy or proposal?	X	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	X	
Could the proposal affect the Council's workforce or employment practices?		X

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equalities and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

We currently have limited information on the demographic profile of private hire and hackney carriage drivers; however it should be possible to provide detailed information in relation to age and sex, and some information regarding ethnicity.

Hackney Carriage / Private Hire drivers, vehicle licence holders and Private Hire Operators are occupational groups and are not protected characteristics under equalities legislation. However we recognise that individuals from these groups who share a protected characteristic may be affected by the proposals and therefore we need to assess the proposals in relation to the impact that they may have on these individuals to ensure that it does not have an adverse effect on them due to the protected characteristics.

We do not have any data in relation to service users, but it is anticipated that the proposals will have a positive impact on service users as it ensures improved standards, customer safety and legislative compliance.

We will ensure that we undertake comprehensive consultation on the proposals – this will include consultation with:

- *Representatives of the local Licensed Trade*
- *Council Members and Members group*
- *Licensing Board*
- *Members of the public*
- *South Yorkshire Police*
- *Groups representing older people, young people, people with disabilities and other similar groups*
- *Groups representing the interests of passengers*
- *NACRO*
- *Groups representing survivors / victims of crime*
- *Neighbouring Local Licensing Authorities*

The consultation will run for a period of at least 8 weeks.

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

As has been referred to above, the proposals in this report will apply equally to all licence holders – however it is possible that the proposals will affect a group sharing a protected characteristic due to the numbers that choose to work in the trade. Examples are:

Ethnicity – individuals from Pakistan and adjoining regions are heavily represented in the licensed trade.

Gender – the majority of licence holders are male.

We will take these issues into consideration and assess the impact that these proposals may have in order to avoid certain groups benefitting from the proposals at the expense of another.

- **Actions**

(think about how you will promote positive impact and remove/reduce negative impact)

Undertake full consultation on the proposals (see above) and ensure that a full rationale is provided in relation to each of the proposals that are contained in the report.

Date to scope and plan your Equality Analysis:	December 2019
Date to complete your Equality Analysis:	March 2020
Lead person for your Equality Analysis (Include name and job title):	Alan Pogorzelec (Licensing Manager)

5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Tom Smith	Assistant Director, Community Safety and Street Scene	29 th October 2019

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If an Equality Analysis is not required the screening document will need to be published.

If this screening relates to a **Key Delegated Decision**, **Executive Board**, **full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance

(to include contact) and will be published along with the relevant report.

A copy of **all** screenings should also be sent to Zaidah.ahmed@rotherham.gov.uk For record keeping purposes it will be kept on file (but not published).

Date screening completed	29 th October 2019
If relates to a Key Decision - date sent to Cabinet	
Date screening sent to Equalities Officer zaidah.ahmed@rotherham.gov.uk	

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