

**Winchester City Council**  
**Equality Impact Assessment Template (EqIA)**

Section 1 - Data Checklist

When undertaking an EqIA for your policy or project, it is important that you take into consideration everything which is associated with the policy or project that is being assessed.

The checklist below is to help you sense check your policy or project before you move to Section 2.

		Yes/No	Please provide details
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	No complaints have been received in relation to the Council's proposal to depart from its Statement of Licensing Policy with respect to Hackney Carriage and Private Hire Vehicles, Drivers and Private Hire Operators, concerning vehicles and drivers licensed by Driving Miss Daisy Ltd.
2	Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented?	Yes	The proposals have been discussed with all officers of the Licensing Department, the Service Lead for Public Protection, the Corporate Head of Service and the Council's Executive Officers. The Legal Department have reviewed the proposals. All officers have been invited to raise concerns and make comments on the proposals prior to their submission to the Licensing and Regulation Committee.
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	No	No public consultation has taken place, or is required, for this proposal. The Licensing and Regulation Committee held to consider the proposals will be held in an open meeting, with public participation welcomed.
4	Do you have any concerns regarding the implementation of this policy or project?  <i>(i.e. Have you completed a self-assessment and</i>	No  No	Implementation of this proposal will be managed within the Licensing Department's current resources and does not pose any adverse impact to public safety, which is the licensing authority's overriding consideration.

		Yes/No	Please provide details
	<i>action plan for the implementation of your policy or project?)</i>		
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	Yes	The report to the Licensing and Regulation Committee makes reference to the proposals' short-term adverse impact on the Council's carbon neutrality goals. The Licensing Department considers this adverse impact to be outweighed by the positive impact to the accessibility in private hire vehicles in the district.
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an equality impact point of view?	Yes	<p>The Council's current Statement of Licensing Policy with respect to Hackney Carriage and Private Hire Vehicles, Drivers and Private Hire Operators was subject to its own Equality Impact Assessment and no issues have arisen thus far with regards to its implementation.</p> <p>The Licensing Manager has delegated authority to depart from the Statement of Licensing Policy and has the experiences of doing so in the past to inform the implementation of these proposals from an equality impact point of view.</p>
7	Are there any other issues that you think will be relevant?	No	Not applicable.

## Section 2 - Your EqIA form

<b>Directorate:</b> Place	<b>Your Service Area:</b> Public Protection	<b>Team:</b> Licensing	<b>Officer responsible for this assessment:</b> Briony Appletree	<b>Date of assessment:</b> 24/08/2022
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	<b>Question</b>	<b>Please provide details</b>
1	What is the name of the policy or project that is being assessed?	Policy Departure for Driving Miss Daisy Ltd
2	Is this a new or existing policy?	New proposal to depart from existing policy.
3	Briefly describe the aim and purpose of this work.	The Council proposes to depart from sections of its Statement of Licensing Policy, without compromise to public safety, to license a fleet of accessible vehicles in the district.
4	What are the associated objectives of this work?	To ensure that the Council fairly and openly considers requests to depart from the policy where there are exceptional or compelling reasons to do so
5	Who is intended to benefit from this work and in what way?	Residents, particularly those with accessibility requirements, will benefit from the licensing of additional accessible vehicles in the district. Driving Miss Daisy Ltd will benefit from licensing a small number of older vehicles as they will not need to invest in newer vehicles until their existing ones reach 12 years old.
6	What are the outcomes sought from this work?	The proposal supports the following Council Plan outcomes: Vibrant Local Economy, Living Well and Your Services, Your Voice.
7	What factors/forces could contribute or detract from the outcomes?	<ul style="list-style-type: none"> <li>- Changes in central Government policies or legislation</li> <li>- Legal challenge of any departure to policy made</li> <li>- Objections or comments in support of proposals by way of public participation at committee meeting</li> </ul>
8	Who are the key individuals and organisations responsible for the implementation of this work?	Winchester City Council's Licensing Team, Licensing and Regulation Committee and Portsmouth City Council's

		Licensing Team.
9	Who implements the policy or project and who or what is responsible for it?	Winchester City Council's Licensing Team.


		Please select your answer in <b>bold</b> . Please provide detail here.		
10a	Could the policy or project have the potential to affect individuals or communities on the basis of race differently in a negative way?	<b>Y</b>	<b>N</b>	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of race.
10b	What existing evidence (either presumed or otherwise) do you have for this?	Race, or racial groups, are not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. The race of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of sex differently in a negative way?	<b>Y</b>	<b>N</b>	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of sex.
11b	What existing evidence (either presumed or otherwise) do you have for this?	Sex is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. The sex of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
12a	Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?			Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of disability.

	<p><i>you may wish to consider:</i></p> <ul style="list-style-type: none"> <li>• <i>Physical access</i></li> <li>• <i>Format of information</i></li> <li>• <i>Time of interview or consultation event</i></li> <li>• <i>Personal assistance</i></li> <li>• <i>Interpreter</i></li> <li>• <i>Induction loop system</i></li> <li>• <i>Independent living equipment</i></li> <li>• <i>Content of interview</i></li> </ul>	Y	N	The proposals will improve accessibility in private hire vehicles in the Winchester district.
12b	What existing evidence (either presumed or otherwise) do you have for this?	Improving accessibility in private hire vehicles in the Winchester district is one of the central motivations of this project. The proposals to depart from the policy, enabling Driving Miss Daisy to license a range of highly-accessible vehicles with trained drivers and staff, will impact individuals or communities on the basis of disability in a positive way.		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation differently in a negative way?	Y	N	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of sexual orientation.
13b	What existing evidence (either presumed or otherwise) do you have for this?	Sexual orientation is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. The sexual orientation of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
14a	Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way?	Y	N	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of age.
14b	What existing evidence (either presumed or otherwise) do you have for this?	Age is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd.		

		Legal and local policy requirements relating to the minimum age of applicants for driver, vehicle and operator licences apply; this project does not propose to alter these.		
15a	Could the policy or project have the potential to affect individuals or communities on the basis of religious belief differently in a negative way?	Y	<b>N</b>	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of religious belief.
15b	What existing evidence (either presumed or otherwise) do you have for this?	Religious belief is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. The religious belief(s) of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
16a	Could this policy or project have the potential to affect individuals on the basis of gender reassignment differently in a negative way?	Y	<b>N</b>	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of gender reassignment.
16b	What existing evidence (either presumed or otherwise) do you have for this?	Gender reassignment is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. Gender reassignment of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
17a	Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership differently in a negative way?	Y	<b>N</b>	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of marriage and civil partnership.
17b	What existing evidence (either presumed or otherwise) do you have for this?	Marriage and civil partnership is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. The marital or civil partnership status of any applicant for		

		a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
18a	Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity differently in a negative way?	Y	N	Departing from the Policy as per the proposals has no negative impact on individuals or communities on the basis of pregnancy and maternity.
18b	What existing evidence (either presumed or otherwise) do you have for this?	Pregnancy and maternity is not relevant to the decision-making process in considering the proposal to depart from the policy for vehicles and drivers licensed by Driving Miss Daisy Ltd. Pregnancy/maternity information of any applicant for a driver, vehicle and/or operator licences is not relevant to the determination of the application; all applicants must meet the same criteria and provide the same supporting documents.		
19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics?	Y	N	No negative impacts have been identified in this assessment.
20	Can this negative impact be justified on the grounds of promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic.	Y	N	Race: No negative impact identified. Sex: No negative impact identified. Disability: No negative impact identified. Sexual orientation: No negative impact identified. Age: No negative impact identified. Gender reassignment: No negative impact identified. Pregnancy and maternity: No negative impact identified. Marriage and civil partnership: No negative impact identified. Religious belief: No negative impact identified.

21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	No negative impacts have been identified in this assessment. In the event that any negative impact on the basis of protected characteristics arises at a later date, a new equality impact assessment will be completed.		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	No negative impacts have been identified in this assessment.

Signed by completing officer	
Signed by Service Lead or Corporate Head of Service	

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