

Equality Impact Assessment Toolkit (January 2021)

Section 1: Your details

EIA lead Officer: Mark Edgar – Communities, Equalities & Governance Officer

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Head of Section: Margaret O'Donnell – Licensing Manager

Chief Officer: Jill Travers – Director of Law and Corporate Services

Directorate: Law and Governance

Date:28th Feb 2025

Section 2: What Council proposal is being assessed?

STATEMENT OF POLICY AND GUIDELINES RELATIING TO CONVICTIONS WHEN CONSIDERING APPLICATIONS FOR HACKNEY CARRIAGE AND PRIVATE HIRE LICENCES

The Council's current Statement of Policy and Guidelines relating to convictions when considering applications for Hackney Carriage and Private Hire Licences is based upon Suitability Guidance issued by the Institute of Licensing. This guidance was first published in April 2018. Following a review and extensive consultation the Suitability Guidance was republished in November 2024.

Section 2a: Will this EIA be submitted to a Committee meeting?

Yes / No

If 'yes' please state which meeting and what date

REGULATORY AND GENERAL PURPOSES COMMITTEE 24th March 2025

Hyperlink to where your EIA is/will be published on the Council's website
<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- X **None** (please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

There is no material impact on people who have/share protected characteristics under the Equality Act 2010 from this proposal at this stage. Should any impacts emerge, this form will be reviewed as necessary

Section 4:

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals. We encourage services to consider the impact on those who serve and who have served in the armed forces and their families, in accordance with the Armed Forces Covenant

Please list in the table below and include actions required to mitigate any potential negative impact.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications

Section 4a: Where and how will the above actions be monitored?

Section 4b: If you think there is no negative impact, what is your reasoning behind this?

Section 5: What research / data / information have you used in support of this process?

Section 6: Are you intending to carry out any consultation with regard to this Council proposal?

Yes / No – (please delete as appropriate)

If 'yes' please continue to section 7.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 7: How will consultation take place and by when?

Before you complete your consultation, please email your preliminary EIA to engage@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing.

Section 8: Have you remembered to:

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to engage@wirral.gov.uk via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**