

Equality and Fairness Impact Assessment (EFIA) Form



If the 'policy or practice' (see definition below) you are developing or going to develop is assessed as relevant after undertaking the online screening process (the [Impact and Value Assessment \(IVA\)](#)) - that is, it will have either a positive or negative impact on people - you should complete an Equality and Fairness Impact Assessment (EFIA) using this form.

This form should only be completed if you have undertaken an [Impact and Value Assessment \(IVA\)](#) to screen whether a full Equality and Fairness Impact Assessment is required.

Complete this for all relevant policies or practices:

- 'relevant' means it will have an impact on people
- 'policy or practice' - see definition below

Definition of policy or practice for the purposes of EFIA:

- The term 'policy or practice' covers Service delivery and Employment. This can include a policy, a plan, a strategy, a project, a service review, a function, practice or service activity or a budget option.

Section 1: Policy details (see definition of 'policy or practice' above)

Name of policy or practice

Taxi Fare and Scale Review

Report name: Amendments to Taxi Fare and Scale Review after Consultation

Service and Division/Team

Legal and Governance Services/Licensing Department

Owner/Person responsible (include your name and position)

Karen Engelberts, Licensing Manager

Impact Assessment Team (include your names and positions). This team can consist of two people or more as appropriate.

Sarah Rodger, Legal Manager

Karen Engelberts, Licensing Manager

Is the policy or practice being impact assessed new or existing?

Existing

What are the main aims of the policy or practice?

The Council is required to review the scales of fares and other charges for taxis in the area at intervals of not more than 18 months.

Who are the main target groups/beneficiaries?

Taxi users.

Taxi trade, including operators and drivers.

What are the intended outcomes of the policy or practice?

This report outlines the findings of the most recent review and asks that the Licensing Committee consider whether there be an increase in the fares, and consider alterations made to the current Scale of Taxi Fares card to allow for an additional tariff for vehicles carrying 5 or more passengers.

Section 2: Detail the positive and/or negative impacts, or tick to indicate no impact identified

Key questions to address in the EFIA

- Does the policy or practice evidence that it has eliminated discrimination?
- Does the policy or practice evidence that it has advanced equality of opportunity?
- Does the policy or practice evidence that it will foster good relations between groups?

The Assessment should highlight areas of interest covering the following:

- positive and negative impacts across all protected characteristics
- scale of the impact: an indication of the degree of potential impact, and whether this is judged to have a High, Medium or Low impact potential
- anticipated duration of the impact if relevant
- whether there is a specific differential impact to a particular protected characteristic or characteristics
- if the impact is more wide-ranging and general in its effect
- whether any impacts identified would/could be mitigated by an amendment to the policy, practice budget decision or service reform proposal

Equality protected characteristic: Age

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Older people (65 years and over)		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index	

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
		and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	

Equality protected characteristic: Disability

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Physical disability		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	
Sensory impairment		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade	

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
		continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	
Mental health		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	
Learning disability		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade	

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
		continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	
Neurodivergent conditions		Given that those who are unable to drive because of age or health or disability may rely more on taxis as a form of public transport. Changes to the cost of taxis may impact on those groups more than the general population. Whilst an increase in fares may have an adverse impact on these groups, it is equally important to these groups that the taxi trade continues to be financial sustainable. The fees need to be set at a level which takes account of the costs of running the taxi service and providing a living income to the operators and drivers. What we have included is a 3% or 5% figure as these represent both the Consumer Price Index and reported expected inflation increases over the coming year which mitigates the potential adverse impact as far as possible.	

Equality protected characteristic: Gender reassignment

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Male transitioning to female			No impact

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Female transitioning to Male			No impact

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Women			No impact
Men			No impact
Same-sex couple (male)			No impact
Same-sex couple (female)			No impact

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Women			No impact
Men (paternity)			No impact

Equality protected characteristic: Race

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
View the list of categories used in Scotland's Census			No impact

Equality protected characteristic: Religion/Belief

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
View the list of categories used in Scotland's Census			No impact

Equality protected characteristic: Sex

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Female			No impact
Male			No impact

Equality protected characteristic: Sexual orientation

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Lesbian			No impact
Gay			No impact

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Bisexual			No impact
Other sexual orientation			No impact

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
		Mixed impact. Consideration of an increase in tariff for vehicles carrying 5 or more passengers. This tariff would only apply to larger groups of people travelling in larger vehicles. The change will not apply to single passengers travelling in larger vehicles and therefore that protects those single passengers from being charged a higher tariff simply for occupying a larger vehicle.	

For any policies or practice specific to young people under the age of 16 years, a separate Children's Rights and Wellbeing Impact Assessment should be undertaken – view the [National Guidance](#).

Section 3: Recommendations and actions

As a result of this equality impact assessment, please **clearly describe practical actions** you plan to take to:

- reduce or remove any identified **negative impact**
- promote any **positive impact** or
- **gather** further information/evidence

Equality protected characteristic: Age

Specific characteristics	Action	Who is responsible	Date for completion
Older people (65 years and over)	No mitigating actions.		

Equality protected characteristic: Disability

Specific characteristics	Action	Who is responsible	Date for completion
Physical disability	No mitigating actions.		
Sensory impairment	No mitigating actions.		
Mental health	No mitigating actions.		
Learning disability	No mitigating actions.		
Neurodivergent conditions	No mitigating actions.		

Equality protected characteristic: Gender reassignment

Specific characteristics	Action	Who is responsible	Date for completion
Male transitioning to female			
Female transitioning to male			

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Action	Who is responsible	Date for completion
Women			
Men			
Same-sex couple (male)			
Same-sex couple (female)			

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Action	Who is responsible	Date for completion
Women			
Men (paternity)			

Equality protected characteristic: Race

Specific characteristics	Action	Who is responsible	Date for completion
View the list of categories used in Scotland's Census			

Equality protected characteristic: Religion/Belief

Specific characteristics	Action	Who is responsible	Date for completion
View the list of categories used in Scotland's Census			

Equality protected characteristic: Sex

Specific characteristics	Action	Who is responsible	Date for completion
Female			
Male			

Equality protected characteristic: Sexual orientation

Specific characteristics	Action	Who is responsible	Date for completion
Lesbian			
Gay			
Bisexual			
Other sexual orientation			

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Action	Who is responsible	Date for completion
	No mitigation action.		

Section 4: Evidence

You should list here the sources of information used to assess the impact of the relevant policy or practice. This can include local sources such as reports, information and data, relevant partners' information, data and reports, other Council's relevant information, data and reports, national information, research outcomes, data profiles and any other evidence which has led to the development of this policy.

Information/evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – please advise if this has been done)
Community consultation/engagement outcomes from individuals and organisations - this usually includes formally arranged contact with individuals, community groups, third sector and other relevant interest groups	All single named Licence Holders of Operator Licences for vehicles fitted with meters were consulted. The consultation was conducted by direct mailing through email and by post. Feedback from the consultation has been incorporated into the Report to the Licensing Committee Before any new scale of fares and other charges can come into force the Council must advertise any new proposed scale in the local press to give an opportunity for public representations. The notice must also specify the date on which it is proposed that the tariff shall take effect, which must take account of the period for representations and for appeals to the Traffic Commissioner. It is therefore suggested that the proposed date of coming into effect should be approximately six weeks after the date of advertising.
Employee involvement/consultation feedback (for example survey, focus groups)	
Research and information list main sources	
Officer knowledge and experience	

Information/evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – please advise if this has been done)
Equality monitoring data	
Service user feedback (including customer contact, services and complaints)	
Partner feedback	
Other - this may be information gathered in another Council area, nationally or in partner organisations which is considered to have relevance	

Section 5: Consultation/Engagement

Consultation with key stakeholders must be undertaken throughout the EFIA process. This activity **can also** help to **reach people not previously involved** with these processes, but who will be affected by this policy or practice when it is implemented. You may wish to refer to the [Council's Consultation Guidance](#).

The Consultation/Engagement process can also help **identify or agree changes** that need to be made to ensure the policy or practice will be inclusive on implementation and future practice.

The Equalities Team Leader (email Equalities@pkc.gov.uk) may be able to provide advice relating to potential contact with consultees from equality protected characteristic groups via existing mechanisms such as the Community Equalities Advisory Group (CEAG) or Equalities Strategic Forum.

A summary of the replies received from individuals and stakeholders consulted/involved. Include any previous feedback or complaints relating to equality and diversity issues and the policy or practice currently being assessed.

Continue on a separate sheet(s) if necessary – please advise if this has been done.

Equality protected characteristic: Age

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Older people (65 years and over)		

Equality protected characteristic: Disability

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Physical disability		
Sensory impairment		
Mental health		
Learning disability		
Neurodivergent conditions		

Equality protected characteristic: Gender reassignment

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Male transitioning to female		
Female transitioning to male		

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Women		
Men		
Same-sex couple (male)		
Same-sex couple (female)		

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Women		
Men (paternity)		

Equality protected characteristic: Race

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
View the list of categories used in Scotland's Census		

Equality protected characteristic: Religion/Belief

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
View the list of categories used in Scotland's Census		

Equality protected characteristic: Sex

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Female		
Male		

Equality protected characteristic: Sexual orientation

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Lesbian		
Gay		
Bisexual		
Other sexual orientation		

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Socio-economic (fairness)		

Section 6: Outcomes

When the evidence has been considered in relation to the proposed policy, practice, project, service reform or budget option, it will be apparent what the likely impacts are. The type, scale, duration, and specificity of the likely impacts will inform the direction of the outcome of the EFIA.

There are four potential outcomes as follows (**highlight the one you are recommending as a result of your Impact Assessment**):

1. No major change required the policy, practice, project, service reform or budget option is robust and can continue without amendment.
2. Continue the policy, practice, project, service reform or budget option. A justification is required for continuing despite the potential for adverse impact.
3. Adjust or amend the policy, practice, project, service reform or budget option. Remove barriers, make changes to better advance equality or remove or mitigate negative impact.
4. Stop, or remove the policy, practice project, service reform or budget option if adverse effects cannot be justified and cannot be mitigated.

Section 7: Authorising the assessment

The following signatures are required:

Lead Officer Responsible

Signed K. Engelberts

Name Karen Engelberts

Date 23 June 2025

Quality Assured by Perth and Kinross Council Equality and Fairness Impact Assessment trained officer (within service)

Signed S. Rodger

Name Sarah Rodger

Date 23 June 2025

Section 8: Publishing the assessment

The completed and authorised EFIA should be added to the relevant section on the [Council website](#).

Date action completed: 10 October 2025

Section 9: Committee reporting

Ensure your committee report to accompany this policy includes information about any actions taken to reduce or remove negative impacts identified, or include any positive impacts expected when the policy is implemented.