

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

Survey of Unmet Demand for Taxis in Perth

Service and Division/Team

Legal and Governance Services - Licensing

Owner/Person responsible (include your name and position)

Karen Engelberts, Licensing Manager

Sarah Rodger, Legal Manager

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

As above

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

The Council is responsible for regulating taxis and taxi drivers. The Council ensures that those who operate and drive taxis are suitable to carry out that activity, from a public safety point of view. The Council can also refuse new vehicle licences if there is considered to be no unmet demand for taxis in Perth. There is an existing policy of having a limit on the number of taxis for Perth City. This is periodically reviewed, approximately every three years, to assess whether there is a significant demand for taxis which is unmet. This is done through a Survey of Unmet Demand which is commissioned from an external contractor. The Council then has to decide whether to accept those findings and if so, decide what action to take if there is a significant demand which is unmet. This assessment is being undertaken as part of the decision-making process following the most recent survey, undertaken in December 2024.

That survey indicates that there is a significant unmet demand for taxis in Perth

There are two main options which may be considered by Licensing Committee – increasing the current limit of 80 by 24 more licences or removing the limit completely. Leaving the limit unchanged would mean that applications for new licences can still be made and would need to be considered on a case-by-case basis. Officers are recommending that 24 new licences are added, although this assessment will also consider the impact of removing the limit where that may differ from the impact of adding licences.

What are the main aims of the policy or practice?

Under the legislation that governs taxi licensing, the Council can place a limit on taxi numbers if it is satisfied that this is needed to ensure the sufficiency of taxis for the public. The Council has always had a limit in place which has been adjusted upwards when needed to ensure that there are enough taxis to meet public demand.

Who are the main target groups/beneficiaries?

The general public who use taxis. Taxi operators and drivers also receive services from licensing in terms of the regulation of their activity as an operator or driver, but they are not users of taxi services unless as a member of the public.

What are the intended outcomes of the policy or practice?

To ensure that there is an adequate supply of taxis for the public.

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)	Ensuring an adequate supply of taxis may have a positive impact on older people who may be less likely to have a car. The survey indicates that the impact on taxi services cannot be predicted if the number of licences is increased, although it is the only real option the Council has to address demand. Adding 24 licences is preferred as a first step to allow assessment of the impact and would allow steps	Removing the limit outright might positively impact on access to taxis, but this is unknown. It is also possible that removing the limit may reduce availability if there is insufficient work to sustain services. Once a limit is removed, it would make it more difficult to reintroduce a limit later, if it is found that there is a negative impact on availability. That may make it harder to mitigate any negative impact on older people.	

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
	to be taken to mitigate any adverse impact. Adding licences is therefore likely to better mitigate any adverse impact on public access to taxis.		

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	Ensuring an adequate supply of taxis should have a positive impact on disabled people who may be more reliant on taxi services to meet their transport needs. The survey indicates that the impact on taxi services cannot be predicted if the number of licences is increased, although it is the only real option the Council has to address demand. Adding 24 licences is preferred as a first step to allow assessment of the impact and would allow steps to be taken to mitigate any adverse impact. Adding licences is therefore likely to better mitigate any	Removing the limit outright might positively impact on access to taxis, but this is unknown. It is also possible that removing the limit may reduce availability if there is insufficient work to sustain services. Once a limit is removed, it would make it more difficult to reintroduce a limit later, if it is found that there is a negative impact on availability. That may make it harder to mitigate any negative impact on disabled people.	

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
	adverse impact on public access to taxis. Should the Licensing Committee decide to issue further licences, further equality impact assessment will be undertaken to inform decision making about vehicle type, such as wheelchair accessible vehicles.		
Sensory impairment	As above	As above	
Mental health	As above	As above	
Learning disability	As above	As above	
Neurodivergent conditions	As above	As above	

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			x
Female transitioning to Male			x

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			x
Men			x
Same-sex couple (male)			x
Same-sex couple (female)			x

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			x
Men (paternity)			x

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			x

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			x

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	During the consultation it was raised that lack of availability of taxis had meant that women had to walk home alone at night. This is anecdotal information but indicates that improving the availability of taxis would have a positive impact for the public as a whole.		x
Male			x

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			x
Gay			x
Bisexual			x
Other sexual orientation			x

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
	Expanding access to the taxi trade may offer additional forms of employment and allow access to opportunities for those who would welcome flexible hours.		

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)	Licensing Committee recommendation to address unmet demand by increasing licence numbers by 24.	Sarah Rodger/Karen Engelberts	6 October 2025

Equality protected characteristic: Disability

Specific characteristics	Action	Who is responsible	Date for completion
Physical disability	As above Further consideration to be given to availability of wheelchair accessible vehicles and whether this should be considered as a requirement for new licences.	Karen Engelberts	30 November 2025
Sensory impairment	As above		
Mental health	As above		
Learning disability	As above		
Neurodivergent conditions	As above		

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

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	As part of the unmet demand survey, a range of consultation and engagement takes place through surveys: • public attitude survey • taxi trade survey • stakeholder engagement, eg police, hospitality • representatives of elderly and disabled user groups Further consultation was undertaken with the public (including the taxi trade) in relation to options to address unmet demand in particular an increase in 24 licences or to remove the limit completely.
Employee involvement/consultation feedback (for example survey, focus groups)	
Research and information list main sources	
Officer knowledge and experience	
Equality monitoring data	
Service user feedback (including customer contact, services and complaints)	See above – the survey of unmet demand included a public attitude survey.

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)
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)		This is set out in the Unmet Demand Survey.

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		This is set out in the Unmet Demand Survey. This feedback will also be considered if there is an increase in licence numbers, and will inform decision making about requirements which will be placed on new licences, such as wheelchair accessible vehicles.
Sensory impairment		As above
Mental health		As above

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

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 Sarah Rodger

Name Sarah Rodger

Date 22 September 2025

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

Signed S. Rodger

Name Sarah Rodger

Date 22 September 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.