

Cambridge City Council Equality Impact Assessment

Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.



The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from Suzanne Goff, Strategy Officer on 01223 457174 or email suzanne.goff@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Hackney Carriage & Private Hire Licensing Policy

Hackney Carriage & Private Hire Handbook

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The policy sets out Cambridge City Council's Hackney Carriage and Private Hire Licensing Policy on the licensing of Hackney Carriage and Private Hire Drivers and Vehicles, together with all Private Hire Operators. The policy sets out the legislative framework administered by the Licensing Authority in respect of such licences.

The policy has been produced pursuant to the powers conferred by the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 (as amended) which places duties on the Council to carry out its licensing function.

The policy is intended to put the Council's licensing requirements into context for all parties in a clear and transparent manner. In setting out the policy, the Licensing Authority seeks to carry out the licensing functions with a view to promoting the following objectives:

- i) The safety and protection of the public;
- ii) Vehicle safety, comfort and access;
- iii) The prevention of crime and disorder;
- iv) The promotion of environmental sustainability, and;
- v) The protection of children and adults at risk from harm.

The policy refers to guidance that is available to assist with the processes and is referred to as the Hackney Carriage and Private Hire Licensing Handbook.

The original policy has been in effect since 24 October 2011 and, as stated within the policy, will remain effective for a maximum period of five years. Over the five years the policy has been updated where there have been changes required, these have been approved by Licensing Committee.

The proposed policy (and handbook) was subject to a five week public consultation in July/August 2016. The re-drafted policy will be effective for a maximum of 5 years but will be kept under constant review.

The policy and handbook are for adoption by Licensing Committee on 17 October 2016.

The committee report can be found here: [insert hyperlink](#)

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

Residents

Visitors

Staff

A specific client group or groups (please state):

Children

Adults at Risk

Individuals with Disabilities

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
 Revised
 Existing

5. Responsible directorate and service

Directorate: Strategic Services

Service: Environmental Services

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

- No
 Yes (please give details):

The policy recognises that the licensing function is only one means of securing the delivery of the objectives and the Authority will continue to work in partnership with the Taxi trade, neighbouring local authorities, DVLA, the Police, Driver & Vehicle Standards Agency (DVSA) other enforcement agencies (such as DWP and the Home Office), local business and local residents/ visitors.

Within the organisation the Licensing & Enforcement Team will continue to work with the Customer Service Centre, Legal Services and the Garage.

7. Potential impact

There are no specific equalities indicators and no overall impacts have been identified across the equality strands.

(a) Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

Children and adults at risk – it is a requirement of the revised Policy that mandatory Safeguarding training be delivered for all licence holders from November 2016. This also applies to new applicants. There will also be mandatory refresher training three yearly.

Age restrictions are included in applications for drivers, however these follow national guidelines. Persons wishing to be licensed as a taxi driver must have held a full driving licence for 12 months. This prevents 17 year olds from being licensed. However, it also ensures that drivers have had some experience before they take on the responsibility of the safety of fare paying passengers. Therefore it could be argued that this has a positive impact for other road users, the public, passengers and taxi drivers.

Licensed drivers aged over 60 years are subject to more frequent medical assessments (annually as opposed to five yearly).

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

Individuals with disabilities or impairments – 60 % of the Hackney Carriage fleet is Wheelchair Accessible (WAV) which meets the Equality Act requirement that where vehicles are limited there is a % of WAV.

In conjunction with the Safeguarding training, an element of equality and accessibility training is included for all licence holders along with a code of conduct which is also applicable to licence holders to ensure good practice.

There are restrictions on having a taxi driver's licence relating to medical fitness. This policy reflects government guidance that the stricter Group 2 licence criteria (for heavy goods and bus drivers) should be applied to taxi drivers. This may lead to the situation where a person who has a car driving licence (based on Group 1 criteria), is refused a taxi driving licence (group 2 criteria) because of a disability or illness.

(c) Gender

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(d) Pregnancy and maternity

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(e) Transgender (including gender re-assignment)

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(f) Marriage and Civil Partnership

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(g) Race or Ethnicity

It is a requirement of the Policy that applicants who have lived outside of the UK for a period of six months or more (in the past five years) must provide a Certificate of Good Conduct from their embassy as part of their application. This element supports the mandatory Disclosure and Barring Service (DBS) check which is required upon application and every three years thereafter.

In addition to this, the training which is required to be undertaken by all licence holders and new applicants is delivered face to face and in English. As part of the application process, a multiple choice online 'written' test is undertaken, this too is in English.

Language knowledge and ability, and local knowledge may be a barrier to some ethnic communities applying for hackney carriage and private hire licences – however, there is a need for licensed drivers to read road signs, communicate with passengers, and have knowledge of the area, therefore written/oral understanding of English is required.

Practical measures to reduce any negative impact can be put in place such as any training materials available in other formats or for the individual to undertake an additional basic English Language course in order to assist with this.

Language may be a barrier for some ethnic communities in understanding regulations and enforcement issues – assistance can be provided if necessary (in the form of interpretation).

(h) Religion or Belief

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(i) Sexual Orientation

There is no specific evidence at this present time; the policy and handbook are fully inclusive to all. No risks have been identified.

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):

The results disclosed on an individual's DBS check may prevent some applicants from becoming licence holders/ licence holders having licences renewed on the grounds of public safety.

There is no other specific evidence at this time of any additional risk factors which may lead to inequality.

8. If you have any additional comments please add them here

The legislation, guidance and policy are for the benefit of all licences and applications that meet the statutory and policy criteria.

The Licensing Authority holds a neutral stance in relation to all matters providing the application criteria are met by the applicant. The only reasons for rejecting an application stem from the statutory and policy requirements of the application process. The only objections that may be considered by the Licensing Authority that may lead to a decision not to grant a licence relate exclusively to aspects associated with the applicant being a fit and proper person in law.

All applications, licence grants and enforcement matters follow the same procedure and policy.

The Hackney Carriage and Private Hire Licensing Policy does not seek to undermine the rights of any individual to apply under the policy for a variety of permissions, or have their application considered on its individual merits. The Licensing Authority will only depart from the Policy if the individual circumstance of any case merits such a decision in the interests of the promotion of the licensing objectives.

9. Conclusions and Next Steps

All completed Equality Impact Assessments must be emailed to Suzanne Goff, Strategy Officer, who will arrange for it to be published on the City Council's website.

Email suzanne.goff@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: Victoria Jameson – Licensing, Policy & Administration Team Leader

Names and job titles of other assessment team members and people consulted:
Yvonne O'Donnell – Environmental Health Manager

Date of completion: October 2016

Date of next review of the assessment: Upon any change to the Policy, or upon the next consultation/ review (October 2021).