

Cambridge City Council Equality Impact Assessment (EqIA)

This tool helps the Council ensure that we fulfil legal obligations of the [Public Sector Equality Duty](#) to have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool please contact the Community Equity Team at equalities@cambridge.gov.uk.

Also, once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking.

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

<i>Changes to the Enforcement Management System and the introduction of the Convictions Policy</i>

2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
--

N/A

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

The Convictions Policy

The new Convictions Policy has been introduced to guide decisions on whether an individual is a “fit and proper person” to hold a taxi or private hire driver licence, operator licence, or vehicle licence.

While the Hackney Carriage and Private Hire Licensing Policy states that consideration should be given to an applicant’s history of convictions and cautions, it does not provide the same level of detail as the convictions policies adopted by neighbouring authorities within Cambridgeshire.

The Convictions Policy is based on the Department for Transport’s *Statutory Taxi and Private Hire Vehicle Standards* and will be incorporated into Appendix S of the Hackney Carriage and Private Hire Taxi Handbook.

The Enforcement Management System

The Enforcement Management System contained within the Hackney Carriage and Private Hire Taxi Handbook has not been reviewed for a number of years. It has now been reviewed, with input from enforcement officers, and the necessary amendments have been made.

The previous three levels of enforcement have been expanded to five levels to reflect recent policy changes, including the introduction of CCTV, daily vehicle checks, and the wider use of reminders or warnings for low level offences.

The revised five level structure provides enforcement officers with greater flexibility, ensuring that only the most serious cases are referred to the Sub-Committee. Enforcement actions have also been clarified, and the introduction of the Convictions Policy has been appropriately incorporated.

4. Responsible Team and Group

Commercial and Licensing Team, Communities

5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service?

(Please tick all that apply)

- ☒ Residents
- ☒ Visitors
- ☒ Staff

Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here):

[Click here to enter text.](#)

6. What type of strategy, policy, plan, project, contract or major change to your service is this?

- ☐ New
- ☐ Major change
- ☒ Minor change

7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)

- ☐ Yes
- ☒ No

N/A

8. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?

A public consultation took place from 6th July 2026 to 4th August 2026 on the Cambridge City Council website. 9 people have responded to the consultation.

We do not hold data on the demographics of our licensed drivers.

9. Potential impacts

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

(a) Age - Please also consider any safeguarding issues for children and adults at risk

We do not hold an age profile of our taxi drivers, or potential drivers, and therefore it is difficult to determine if the change will have an impact.

We receive approximately 500 taxi complaints each year, in relation to either a driver, vehicle or operator and these policy changes are trying to protect customers to have a safe taxi service.

(b) Disability

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on disability.

(c) Gender reassignment

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on gender.

(d) Marriage and civil partnership

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on marriage or civil partnership.

(e) Pregnancy and maternity

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on pregnancy or maternity.

(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

We do not believe that the changes to the EMS or the introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation. A concern was raised regarding whether the revised EMS would adequately protect drivers from malicious complaints motivated by racism.

The EMS sets out guidelines for enforcement officers on taking proportionate enforcement action and does not change the way complaints are investigated. All complaints received will continue to be investigated in the same manner, regardless of the nature of the allegation or the individuals involved.

(g) Religion or belief

We do not believe that the changes to the EMS or the introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation. A concern was raised regarding whether the revised EMS would adequately protect drivers from malicious complaints motivated by Islamophobia.

The EMS sets out guidelines for enforcement officers on taking proportionate enforcement action and does not change the way complaints are investigated. All complaints received will continue to be investigated in the same manner, regardless of the nature of the allegation or the individuals involved.

(h) Sex

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on gender.

(i) Sexual orientation

We do not believe that the changes to the EMS and introduction of the Convictions Policy will have an impact on this target group. The revised EMS and Convictions Policy have been open to a public consultation, and no responses have been received in regard to these policy changes impacting on sexual orientation.

(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.
- People of any age with care experience – this refers to individuals who spent part of their childhood in the care system due to situations beyond their control, primarily arising from abuse and neglect within their families. The term “Care experience” is a description of a definition in law, it includes anyone that had the state as its corporate parent by virtue of a care order in accordance with the Children Act 1989 and amendments.
- Groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination or disadvantage. (Here you are being asked to consider intersectionality, and for more information see: https://media.ed.ac.uk/media/1_159kt25q).

N/A

10. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqIA accordingly.)

N/A

11. Do you have any additional comments?

None

12. Sign off

Name and job title of lead officer for this equality impact assessment: Sam Tai, Commercial & Licensing Team Manager

Names and job titles of other assessment team members and people consulted: Lily Simmonite, Community Equity Officer

Date of EqlA sign off: 25 August 2026

Date of next review of the equalities impact assessment: As and when policy changes are considered or need is established.

Date to be published on Cambridge City Council website: 27 August 2026

All EqlAs need to be sent to the Community Equity Team at equalities@cambridge.gov.uk