



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Licensing - taxis
Lead Officer	Myles Bebbington
Team	Licensing, Iain Green and Paul Williams
Start date of assessment	9 th March 2009 updated 21/07/10
Completion of assessment	

Please use this form to record your findings in relation to the assessment of an existing policy, function, service or practice.

A. POLICY, PRACTICE, FUNCTION OR PROJECT TO BE ASSESSED

A1. Please describe what are the main aims, objectives, purpose and intended outcomes of the policy or function?

To ensure statutory duties are carried out in accordance with legislation - Local Government (Miscellaneous Provisions) Act 1976 & Town Police Clauses Act 1847.

A2. Is this policy or function associated with any other Council policy or priority?

Yes. Licensing is a statutory function under powers given by legislation. Enforcement Policy under Environmental Health Enforcement, which supports functions under Council policies and priorities.

A3. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?

Those holding licenses and the general public using the service.

Drivers licensed by South Cambridgeshire = 750, Operating Companies licensed by South Cambridgeshire District Council =130.

Members of the public within South Cambs and other areas. All sections of the community using the service.

A4. Is the policy/function corporate and far-reaching?

Licensing is a legislative requirement. The function is corporate via licensing conditions, which must reflect the need to protect the safety of the travelling public.

A5. Are you expecting to make any significant change to the policy or service in the near future? If so, please give details.

Consideration of changing requirement of frequency of medicals taken by drivers, current procedure is that a driver does not require a further medical after initial licensing until they are 55yrs of age. Consultation will be taking place to see if in the interest of the public using the service whether this should be amended to a more frequent time period i.e. every six years.

A6. Is this a new or existing policy or function?

Taxi Licensing is an existing function.

B. EVIDENCE/ DATA and CONSULTATION

It is important to consider all information that is available in determining whether the policy or function could have a differential impact. Please attach examples of monitoring information, research or consultation reports.

B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the policy or function?

Can provide the number of granted licenses, applications referred to committee and refused licences.

B2. Have you compared the data you have with the equality profile of the local population? What does it show?

No data is currently held. To be introduced by October 2009 for future profiling on Ethnicity. *It is intended that this will be incorporated within the Taxi Licensing procedure from November 2009. This is currently being piloted via applications for operator licences – once information can be extracted via the software package in a suitable manner we will envisage rolling it out to all applicants for licenses. The process will be complete by Sept/Oct 2010 as the life cycle for an operator licence is 1yr.*

B3. Have you identified any improvements or other changes that could be made from monitoring the data?

See B2.

B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?

- Yes. Consulted with trade on amendments. Advertise fees and fares to the public. Response included in reports. The views on amendments were in general in favour e.g. Report on Compliance testing (Licensing Committee 2007) raised issues surrounding The perceived difficulty in obtaining road tax without a “standard” M.O.T
- The additional cost of the test.
- Justification of SCDC licence fees.
- The additional cost to a proprietor to obtain a standard M.O.T when the vehicle is no longer licensed or sold privately.
- The time and cost to have remedial work completed by a garage of their choice then re-submit the vehicle for testing

More recent consultations in 2008 & 2009 regarding changes in fees and tariffs have received no comments from the trade as these changes have mostly been at the initial request of the trade i.e. the changes in fares structure in 2008 to ensure parity with Cambridge City Council.

B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?

COC (*certificate of Compliance, Vehicle inspecting and licensing*) – consultation with staff (Waterbeach provider).

B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.

Benchmark with neighbouring authorities and nationally. Air quality assessment impact. Research and involvement with national agencies i.e. VOSA, IOL, DSA, DVLA. Benchmarking with Local Authorities indicate that our conditions are broadly comparable, this is partially due to a County Licensing officers group that meet regularly and over recent years have harmonised most essential conditions of licensing i.e. Same standards in Medical checks, Criminal records checks, conditions of licensing for vehicles. Taxi stops conducted with VOSA and Police in April 2010, May 2010, June 2010.

C1. IMPACT OF THE POLICY OR FUNCTION

Assess the potential impact on each of the equality strands/groups. The impact could be negative, positive or neutral. If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high. Refer to the evidence you use.

DESCRIPTION OF IMPACT	Nature of Impact (Positive, Neutral, Adverse)	Extent of Impact (Low, Medium, High)
GENDER: Identify the potential impact of the policy or function on men and women	Neutral	
The policy is inclusive and applies to all strands equally		
RACE: Identify the potential impact of the policy or function on different race/ethnic groups	Neutral	
The policy is inclusive and applies to all strands equally		
DISABILITY: Identify the potential impact of the policy or function on disabled people	Neutral	
The policy is inclusive and applies to all strands equally		
AGE: Identify the potential impact of the policy or function on different age groups	Neutral	
The policy is inclusive and applies to all strands equally		
SEXUAL ORIENTATION: potential impact of the policy on lesbian, gay men, bisexual or heterosexual people	Neutral	
The policy is inclusive and applies to all strands equally		
RELIGION/FAITH: Identify the potential impact the policy on different religious/faith groups	Neutral	
The policy is inclusive and applies to all strands equally		
OTHER	Neutral	
The policy is inclusive and applies to all strands equally		

PLEASE NOTE: Following completion of the section above, if the nature of the impact is adverse then you may need to proceed to a full equality impact assessment.

C2. Could you minimise or remove any adverse or potential impact that is high, medium or low significance, in advance of a full impact assessment? Explain how.

NA

C3. Does the policy or function actively promote equal opportunities and good community relations? Or could changes be made so that it does so?

The function places no adverse barriers to people making applications. The procedures are largely dictated in legislation.

C4. Please provide any further information, qualitative or quantitative that does not fit into the questions but you feel has a likely impact on this assessment.

NA

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	<input checked="" type="checkbox"/>	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?	<input type="checkbox"/>	
D2. Is the outcome of the partial assessment that the policy or function would have an adverse impact (medium or high impact) on one or more target group?	Yes?	<input type="checkbox"/>	If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment?
	No?	<input checked="" type="checkbox"/>	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	<input checked="" type="checkbox"/>	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? To monitor sex / ethnicity.
	No?	<input type="checkbox"/>	Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? 2010 Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments? No
D4. Do you have any other conclusions/outcomes from the partial assessment? All applicants have equality of access to the service, there are no extra requirements based upon minority groups.			

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress
Monitor Ethnicity / Gender	October 2009	October 2012	MB	

RESOURCES

Does the above action plan require any additional resources-?

No

ARRANGEMENTS FOR MONITORING

Please give your plans for monitoring the achievement of the above actions.

Licenses are issued over a rolling three-year period, therefore to implement in full with existing resources will take until 2012.

SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance		
Signature of Lead Officer		Date:
Signature of Corporate Manager or Chief Officer:		Date:

Please retain the original form on your service area and return a copy of the completed form to the Equality & Diversity Officer.