

<b>Policy to be assessed</b>	Various changes to the Statement of Policy and Guidelines for the consideration of applications for Hackney Carriage/Private Hire Drivers and Private Hire Operators
<b>Assessment completed by:</b>	Mr Kevin Nealon, Community Protection Manager, Public Protection Service.

## **Aims/objectives of the Policy/Service/Procedure**

The aim of this policy is to address a number of issues relating to the Councils Statement of Policy and Guidelines for the licensing of Hackney Carriage Drivers, Private Hire Drivers and Private Hire Operators, namely:

1. In relation to the Councils Private Hire and Hackney Carriage (PH & HC) driver's licence, the policy now provides that if an applicant fails the test 3 times in succession, (s)he may not attempt to re-sit the test for a period of 6 months, also any previous driver who for a period of 2 years or more has not held a Gedling Licence, will also be required to re-sit the test.
2. In relation to the Councils practical driving test, the policy for passing now reflects the requirement of the knowledge test (see above), and drivers who have failed 3 times in succession will not be able to re take the test for a period of 6 months.
3. It is proposed that from the 1<sup>st</sup> October 2015 all Driver's Licences will now be for 3 years and Operator's Licences for 5 years, unless the applicant asks for a 1 year licence, or the Committee/Corporate Director decides that it is appropriate in the circumstances of the particular applicant the period should be 1 year.
4. It is proposed that officer's will carry out a programme of gathering and collating information to use in carrying out its public sector equality duty.
5. It is proposed that in setting conditions for the 3 and 5 year licence there is a current condition on all licenses that convictions/cautions etc, pending or actual, which occur during the term of the licence, must be declared to the Council.
6. To ensure that any aspects of the policy do not have (or potentially have) a negative impact on the protected characteristics of any stakeholder as detailed in the Equality Act 2010.
7. To ensure that all decisions made under the delegation of the policy have been done so after considering the impact of those stakeholders defined as having a protected characteristic.
8. To deal with changes to the Deregulation Act 2015.
9. To ensure that members and officers take a firm, balanced and considered approach to the issuing of any licenses covered by the policy.
10. To ensure the safety of the traveling public

**Who are the customers and stakeholders of this service?**

1. The general public.
2. Those members of the public who may choose to travel in a Gedling Borough Council licensed vehicle
3. People working in the taxi trade who require either a Hackney Carriage or Private Hire drivers licence or a Private Hire Operator's Licence.
4. Council employees.
5. Elected members.

**Detail below what information you already have about the impact this policy/service/procedure has on the following groups including results from consultation, complaints, census:**

<b>Black and minority ethnic people</b>	The Council has no formal data relating to the ethnicity of HC & PH drivers or operators or the members of the public who travel in them.
<b>Men/women and transgender</b>	<p>The Council has no formal data relating to the balance of male and female people who either hold a HC &amp; PH vehicle or private hire operator's licence or of the customers that use them. However anecdotal evidence suggests female drivers make up fewer than 5% of licence holders.</p> <p>It is anticipated that the introduction of this test will improve the quality of drivers ensuring that journeys are safer and conducted more professionally, it is probable that lone females who use Gedling licensed vehicles will feel more safe</p>
<b>Disabled people</b>	Licensed HC & PH drivers must hold a valid DVLA issued drivers licence. In order to obtain a private hire or hackney licence applicants must also be assessed for their medical fitness by a doctor. In cases where an individual's disability means that a DVLA issued drivers licence cannot be obtained

	<p>or if a hackney carriage or private hire driver's licence cannot be issued on the grounds of medical fitness then the individual would not be eligible to obtain a licence.</p> <p>More generally the Council has no formal data relating to any disabilities of any Gedling Borough Council HC &amp; PH drivers or operators or the number of disabled customers who use Gedling Borough Council licensed vehicles. Having a disability would not preclude a person from holding a HC&amp;PH or operator's licence and officers are aware of at least one licensed driver who also holds a blue badge.</p>	
<b>Gay/Lesbian/bisexual People</b>	The Council holds no information in relation to this protected characteristic for any Gedling Borough Council licensed HC & PH driver or operator or any customers.	
<b>People from different faiths</b>	No information is held on this characteristic.	
<b>People of different ages</b>	Drivers must have held a full driving licence for at least 12 months and as such the youngest a Private Hire or Hackney driver could be is 18 years of age	
<b>How will this policy/service/procedure impact on the following groups:</b>		
	<b>Positive impact</b>	<b>Negative impact</b>
<b>Different racial groups</b>	The introduction of the equality's monitoring will mean officers will better understand the future needs of HC&PH drivers and operators and tailor the service to meet their needs.	Some applicants may have difficulty reading and understanding English and as such may have some difficulty with the application process, the knowledge test and issues relating to declaring material information regarding their fit and proper status.
<b>Men/women and transgender</b>	It is anticipated that the proposed changes to this policy will improve the quality of drivers ensuring that journeys are safer and conducted more professionally, it is probable that lone females who use Gedling Borough	None

	Council licensed vehicles will feel safer.	
<b>Disabled people</b>	None	None
<b>Gay/Lesbian/bisexual people</b>	None	None
<b>People from different faiths</b>	None	None
<b>People of different ages</b>	Young drivers who are considering a career as a HC&PH driver will benefit from a reduced three year licence fee.	<p>Some elderly applicants and existing elderly drivers may have some difficulty with passing the knowledge test and dealing with the aspects of the policy which relate to making declarations.</p> <p>Some young drivers who are beginning their careers and may have limited funds may not be able to afford the initial outlay of a three year licence.</p>

**What changes could be made to the policy/service/procedure to address any negative impacts?**

In relation to potential impacts caused to different racial groups, officers currently offer a one to one knowledge test when requested and should applicants have any issues when making an application, customer services colleagues will offer advice at the front counter and/or use language line when appropriate to do so.

For elderly drivers, one to one sessions will be offered for the knowledge test and where issues relating to submitting declarations are evident, licensing officers will contact and attempt to work with the operators who employ the driver.

Young drivers who cannot afford a three year licence will not be excluded as the price of a one year licence remains unchanged.

**What monitoring will be carried out to ensure this policy/service/procedure meets diverse needs**

Officers will review this policy within one year.

**What actions will be included in your service plan arising from this assessment?**

Action	Outcome	Date?	Who?

**Are you satisfied that all aspects of this policy/service/procedure have been thoroughly assessed for all the strands of diversity and that no further investigation is required?      Yes**  
If no then a fuller impact assessment is required.

Signed.....(Manager)      Signed.....(Corporate Equality Representative)