

### Equality Impact Assessment Form

When completing this form you will need to provide evidence that you have considered how the ‘protected characteristics’ may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for 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.

This form should be completed in conjunction with the guidance document available on the Intranet or by contacting the Corporate Support Team ext. 2607.

1. Persons responsible for this assessment:

Names: <b>Frank Russell</b>	
Date of assessment: <b>25 September 2014</b>	Telephone: <b>01594 812404</b> Email: <b>frank.russell@fdean.gcsx.gov.uk</b>

2. Name of the policy, service, strategy, procedure or function:

<b>Knowledge Test for Taxi and Private Hire Drivers</b>
Is this a new or existing one? <b>New</b>

3. Briefly describe it aims and objectives

<b>To ensure that all taxi and private hire drivers we licence have a sound basic knowledge of places and roads in the district, how to get for A to B, our licence conditions and basic numeracy.</b>
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4. Are there any external considerations? (e.g. Legislation/government directives)

<b>Local Government (Miscellaneous Provisions) Act 1976 Section 59 requires a Local Authority to ensure that an applicant is a “fit and proper” person to hold a licence.</b>
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5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	<input type="checkbox"/>	
Recent research findings including studies of deprivation	<input type="checkbox"/>	
Results of recent consultations and surveys	<input type="checkbox"/>	
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Gloucestershire	<input type="checkbox"/>	
Comparisons between similar functions / policies elsewhere	✓	Checks of the other Districts in the County showed that FoDDC was the only one without a knowledge test.
Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	

6. Please specify how intend to gather evidence to fill any gaps identified above:

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7. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	✓
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input type="checkbox"/>
<p>Comments:</p> <p>All new applicants for drivers licence will need to pass the knowledge test before being able to obtain a licence. Applicants can sit the test as part of a group or where an individual has difficulty in reading or writing they can opt to take the test on their own when an officer will read the questions and write down their answers. All existing licence holders will need to pass the knowledge test when renewing their licence.</p>	

8. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			✓		
Age – Old People			✓		
Disability			✓		
Sex – Male			✓		
Sex – Female			✓		
Race including Gypsy and Travellers			✓		
Religion or Belief			✓		
Sexual Orientation			✓		
Gender Reassignment			✓		
Pregnancy and maternity			✓		
Geographical impacts on one area			✓	The knowledge test includes questions on the 5 main population areas Newent, Cinderford, Coleford, Lydney and Sedbury Area.	
Other Groups			✓		

9. Action plan (add additional lines if necessary)

Action(s)	Lead Officer	Resource	Timescale

**Declaration**

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:		Role:		Date:	
Line Managers signature:				Date:	
Reviewed by Corporate Equality Officer Group:	Agreed at the 11 February 2015 CEOG meeting.			Date:	11 February 2015

Please forward an electronic copy to the Corporate Support Team – [corporatesupport@fdean.gov.uk](mailto:corporatesupport@fdean.gov.uk).