

Screening/Scoping Pro Forma

Section	Environmental Health and Licensing	Officer responsible for the screening/scoping	Ted Mollart		
Name of Policy to be assessed	Licensing Function	Date of Assessment	06/10/2008	Is this a proposed new or existing policy/procedure/practice?	Existing
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	<p>The aim of the service is to licence and monitor Hackney Carriage and private hire services in accordance with relevant pieces of legislation including the Local Government Miscellaneous Provisions Act. To ensure public safety through enforcement of local authority byelaws and policy.</p> <p>The service is also responsible for the administration & determination of applications for licences/permits and other authorisations under the Licensing Act 2003 and Gambling Act 2005.</p> <p>To address crime and disorder, public nuisance, public safety, protection of children & vulnerable persons and associated anti social behaviour issues in relation to licensed premises (alcohol, regulated entertainment, late night refreshment and gambling) through the enforcement of licence conditions and licensing legislation (including associated legislation where appropriate, i.e. Violent Crime Reduction Act 2006).</p>				
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	<p>Licensing Objectives-Licensing Act 2003 Miscellaneous Provision Act 1976 Licensing Objectives- Gambling Act 2005</p>				
3. Who is intended to benefit from this policy and in what way?	<p>Local residents, business and Licensed Trade.</p>				
4. What outcomes are wanted from this policy/procedures/practice?	<p>See aims</p>				

5. What factors/forces could contribute/detract from the outcomes?	New Legislation Lack of Resources Local Businesses and residents conceptions of the Licensing function. Fluctuating population due to University term times. The Health Service. Elected Representatives		
6. Who are the main stakeholders in relation to the policy?	Surrey police, Surrey Fire Service, Surrey County Council, Trading Standards and Social Services, The community, Licenses and applicants including the wider licensed trade and Law firms and professional representatives, the Health service, Hackney and Private hire operators, the fare paying public and elected representatives.	7. Who implements the policy, and who is responsible for the policy?	Licensing Team and Head of Environmental Health and Licensing
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	Y	N	Please explain Y
What existing evidence (either presumed or otherwise) do you have for this?	When new premises applications are made public hearings are held. This could be a problem when English is not the first language. Some Private Hire or Hackney Carriage applicants maybe refused if their standard of English is such that it may put them in jeopardy.		
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	In terms of taxi licensing there is a significantly higher proportion of male private hire and hackney drivers to female. However this can possibly be attributed to the hours of the job or social perceptions. Is there Any way of promoting applications from women?		
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	Y	N	Y

What existing evidence (either presumed or otherwise) do you have for this?	Private Hire and Hackney Drivers are required to pass a medical test to show their ability to drive safely. This will prevent some people becoming drivers.		
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Some evidence the policy and work area is neutral on this issue.		
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	There is a requirement for all Private Hire and Hackney Drivers to have held a driving licence for one year meaning that the minimum age for a driver is 18. Prescriptive control of young people is in relation to access to alcohol and certain licensed premises.		
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the function does not discriminate between individuals.		
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the function does not discriminate between individuals.		

15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	Private Hire and Hackney Drivers and Personal Licence Holders are required to pass a Criminal records Bureau check and to inform the local authority of any changes to their criminal record; which can lead to their applications or existing licence being denied by committee		
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the function does not discriminate between individuals.		
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	Y	N	<p>Please explain</p> <p>N-Conditions are set to create a mixed community by encompassing all. The Licensing Act policy and those made in relation to the Hackney Carriage and Private hire vehicles are a result of extensive public consultation.</p>
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?	Y	N	<p>Please explain for each heading (questions 8-16) on a separate piece of paper.</p> <p>15-Approved processes are provided and offer protection in this respect</p> <p>Overall all can be justified on the grounds of legislative requirements.</p>

<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>	<p>Y</p>	<p>N</p>	<p>Please explain N- The council has sought to better meet the travel needs of those with disability by requesting an increase in the number of wheelchair accessible vehicles. That policy awaits review in the light of forthcoming guidance from central government. <i>Has there been an update to this position?</i></p>
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>	<p>Y</p>	<p>N</p>	<p>Please explain Y-There appears to be a need to consider the specific travel needs of the elderly separately from those with disability.</p>
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>	<p>Y</p>	<p>N</p>	<p>Please explain N/A</p>
<p>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</p>			<p>Y-There is a need for other service units to consult with Licensing to work together and encourage new applications so there can be some uniformity between conditions set by different departments</p> <p>Y- Obtaining feedback from clients in the way they make applications will help the function to provide a service that encompasses all needs</p> <p>Equality monitoring of applicants for licences should be considered.</p>

23. Should the policy proceed to a full equality impact assessment?	Y	N		No
			24. If No, are there any changes required to the policy to improve it around the equality agenda?	
			Consider equality profile monitoring of applicants for licences.	

Signed
(completing officer)

Date October 2008

Signed
(Head of Section)

Date November 2008

Countersigned
(HR representative)

Date November 2008