

EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. Identify the Policy, Project, Service Reform or Budget Option to be assessed

A clear definition of what is being screened and its aims

2. Gathering Evidence & Stakeholder Engagement

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. Assessment & Differential Impacts

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. Outcomes, Action & Public Reporting

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publically reported

5. Monitoring, Evaluation & Review

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

Review of Topographical Test for Taxi Driver Licence Applicants.

b) Reason for Change in Policy or Policy Development

Section 13 of the Civic Government (Scotland) Act 1982 provides that a licensing authority may require an applicant for a taxi driver's licence, or a private hire car driver's licence to take a test of his or her knowledge of the area to which the licence is to relate, of the roads in that areas and such other matters relating to the operating of a taxi or private hire car as the authority considers desirable. However, where a licensing authority is not satisfied that the applicant has adequate knowledge it may refuse the licence.

The ability to require this type of test in terms of taxi driver applicants, within the Act, has been in place since the legislation was first enacted. The ability to require this type of test in terms of private hire car driver applicants has only been in place within the Act since 1 November 2016.

In Glasgow, there is a historic requirement that all applicants who wish to apply for a taxi driver's licence to the licensing authority, require to sit and pass a topographical test ("Test") prior to applying. The Test only applies to applicants who wish to apply for a taxi driver licence, not a private hire car driver licence. Members will be aware that a taxi driver's licence enables the licence holder to drive a taxi or a private hire car. A private hire car driver's licence only enables the licence holder to drive a private hire car. The Test is currently sat in person, in writing, once a month, within the City Chambers under exam conditions. Applicants are provided with the result of the test once papers have been marked by a licensing officer.

The Licensing and Regulatory Committee Members are aware that on 29 May 2019, Members approved the implementation of the Certificate in Introduction to the Role of the Professional Taxi and Private Hire Driver at Scottish Credit and Qualifications Framework level 5 (SCQF Level 5) as a requirement for both the grant and renewal of a taxi driver's licence and private hire car driver's licence.

The Licensing Section recently received comment from the taxi trade in relation to the Topographical Test for taxi drivers and whether or not it remained relevant.

Following consideration of a report at its meeting on 1 March 2023, the Committee instructed the Director of Legal and Administration to carry out a review of the requirement for all applicants who wish to apply for a taxi driver's licence to sit and pass a Test, by way of a consultation, and to report back to it accordingly with the findings of the review.

c) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

The main outcome focus is to ensure the requirement for applicants to sit and pass the Test prior to applying for a Taxi Driver's Licence, remains appropriate.

d) Name of officer completing assessment (signed and date)

Gillian McNaught 31.7.23

2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

<p>Please name any research, data, consultation or studies referred to for this assessment:</p>	<p>Please state if this reference refers to one or more of the protected characteristics:</p> <ul style="list-style-type: none"> ➤ age ➤ disability, ➤ race and/or ethnicity, ➤ religion or belief (including lack of belief), ➤ gender, ➤ gender reassignment, ➤ sexual orientation ➤ marriage and civil partnership, ➤ pregnancy and maternity, 	<p>Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.</p>
<ul style="list-style-type: none"> • Following consideration of a report at its meeting on 1 March 2023, the Committee instructed the Director of Legal and Administration to carry out a review of the requirement for all applicants who wish to apply for a taxi driver’s licence to sit and pass a Test, by way of a consultation, and to report back to it accordingly with the findings of the review. • A public consultation was published seeking views on several matters related to the 	<ul style="list-style-type: none"> • Yes, it refers to all of the above. 	<p>In response to the consultation questions asked, the 840 responses to the consultation can be summarised below:</p> <p>1. Are you completing the consultation as a member of the public, licensed taxi driver in Glasgow, licensed private hire car driver in Glasgow, licensed taxi operator in Glasgow, licensed private hire car operator in Glasgow or other?</p>

<p>Topographical Test, including whether the Test remained appropriate. The consultation was available on the Council’s online consultation hub from 24 March 2023 to 5 May 2023 (both dates inclusive). In addition, the online link to the consultation was emailed to the taxi and private hire trade group on 24 March 2023.</p> <ul style="list-style-type: none"> • The consultation sought views on the following matters: <ol style="list-style-type: none"> 1. Are you completing the consultation as a member of the public, licensed taxi driver in Glasgow, licensed private hire car driver in Glasgow, licensed taxi operator in Glasgow, licensed private hire car operator in Glasgow or other? 2. How likely or unlikely are you to apply for a taxi driver’s licence in Glasgow in the future? 3. If unlikely (<i>to question 2</i>), to what extent has the requirement to sit and pass a Topographical Test prior to applying for a taxi driver licence discouraged or prevented you from being able to apply for a licence? 4. To what extent do you agree or disagree that the requirement to sit and pass a Topographical Test prior to applying for a taxi driver licence is still relevant? 5. To what extent do you agree or disagree that the use of satellite navigation (sat nav) within the taxi trade has replaced the need for the Topographical Test for potential taxi driver 		<p>The majority of respondents were members of the public (58.39%) or licensed taxi drivers in Glasgow (21.22%).</p> <p>2. How likely or unlikely are you to apply for a taxi driver’s licence in Glasgow in the future?</p> <p>Of the respondents who answered this question, 21% stated that they would be likely to apply for a taxi driver licence in Glasgow and 47% stated they would be unlikely to do so.</p> <p>3. If unlikely (<i>to question 2</i>), to what extent has the requirement to sit and pass a Topographical Test prior to applying for a taxi driver licence discouraged or prevented you from being able to apply for a licence?</p> <p>The number of respondents who answered “unlikely” to question 1 above were far less than those who answered this question, within the consultation. However, of those respondents who answered the question on the extent to which the requirement to sit and pass a Test prior to applying for a taxi driver licence has discouraged or prevented them from being able to apply for a licence, 49%, answered “<i>not at all</i>.”</p> <p>4. To what extent do you agree or disagree that the requirement to sit and pass a Topographical Test prior to applying for a taxi driver licence is still relevant?</p> <p>In response to this question, of the respondents who answered this question, 76% agreed that the</p>
--	--	---

<p>licence applicants?</p> <p>6. Currently, the Topographical Test consists of 100 multiple choice questions relating to fastest/direct routes and landmarks across the city. To what extent to you agree or disagree with:</p> <ul style="list-style-type: none"> • The types of questions remain appropriate: and separately • The number of questions remain appropriate. <p>7. To what extent do you agree or disagree that in person remains the most appropriate way of delivering the Topographical Test?</p> <p>8. To what extent do you agree or disagree that a taxi driver licence applicant should be required to sit the Topographical Test again if there has been a break in the person's taxi driving career?</p> <p>9. Do you have any other comments on the style of delivery of the Topographical Test?</p>		<p>Test remained relevant.</p> <p>Of the respondents who answered this question and disagreed that the Test remained relevant, the main reason given for this view was the increased use of satellite navigation (sat nav) used by drivers within vehicles. Respondents stated that sat navs can direct a driver to the passenger's destination.</p> <p>5. To what extent do you agree or disagree that the use of satellite navigation (sat nav) within the taxi trade has replaced the need for the Topographical Test for potential taxi driver licence applicants?</p> <p>68% of respondents who answered this question disagreed with this.</p> <p>6. Currently, the Topographical Test consists of 100 multiple choice questions relating to fastest/direct routes and landmarks across the city. To what extent to you agree or disagree with:</p> <ul style="list-style-type: none"> • The types of questions remain appropriate: and separately • The number of questions remain appropriate. <p>In relation to the question on whether the types of questions currently asked within the Test remained appropriate, multiple choice questions on landmarks across city and roads, of the respondents who answered this question, 75% agreed that the questions remained appropriate.</p>
--	--	--

		<p>In response to the question on whether the number of questions currently asked in the Test (100 questions) remained appropriate, 75% of those who answered this question agreed that the number was appropriate.</p> <p>Of the respondents who disagreed with either the type of questions or the number of questions, the following reasons were provided:</p> <ul style="list-style-type: none">• Test could be done on a computer;• Street names have changed;• Need to make Test easier;• Questions need to be more up to date; and• Number of questions asked is too high. <p>Some reasons provided by respondents for disagreeing with either the appropriateness of the type of questions or number of questions currently in the Test was that it should no longer be required.</p> <p>7. To what extent do you agree or disagree that in person remains the most appropriate way of delivering the Topographical Test?</p> <p>Of those respondents who answered the question, 79% agreed that it was. Of the respondents who disagreed that in person remained the most appropriate way of sitting the Test, the main reason given for this view was that the Test should be made digital.</p> <p>8. To what extent do you agree or disagree that a taxi driver licence applicant should be</p>
--	--	---

		<p>required to sit the Topographical Test again if there has been a break in the person's taxi driving career?</p> <p>48% of respondents who answered this question agreed an applicant should. There were 35% of respondents who answered the question who did not think this should be a requirement where the test has previously been sat and passed. Of this 35%, the main reasons stated for this view were as follows:</p> <ul style="list-style-type: none">• Knowledge never leaves a person;• No requirement to sit a driving test again if a person has not driven for a few years, this should be no different;• If you obtain a qualification to do a job, you do not have to resit that qualification after a few years out, this [Test] should be no different. <p>9. Do you have any other comments on the style of delivery of the Topographical Test?</p> <p>The theme of the comments can be summarized below. Members should note that comments received in response to this question, where it related to another question asked within the consultation paper, have not been captured in the summary below:</p> <ul style="list-style-type: none">• Test should be on the computer;• Test results should be the same day; and• Test questions should be reviewed every 1 or 3 years.
--	--	--

3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to provide some **narrative** where you think the **Policy, Project, Service Reform or Budget Option** has either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
SEX/ GENDER	Women	<p>If the topographical test remained, as the majority of respondents have indicated would be best, it would ensure there remained a difference in the requirements for a taxi driver licence against a private hire car driver licence.</p> <p>May ensure the standard of taxi drivers is maintained, reliance on knowledge of Glasgow area as opposed to reliance on sat nav.</p> <p>If the test remained but went digital, it could ensure results were given on the day to applicants which would mean they could lodge the taxi driver licence quicker than they currently can (2/3 weeks for test results) or separately apply for a resit of the test sooner as they would know their result quicker than the current position.</p> <p>If the requirement to the sit test was removed, if there was a</p>	<p>If the Test was removed, there would no difference between a taxi driver licence requirements and private hire car driver licence requirements which could lead to less applications for private hire drivers and more for taxi drivers.</p> <p>If the test were to change to digital, it may result in less people applying to be a taxi driver if they are not computer illiterate.</p> <p>If the requirement to sit the test remained if there was a career break, this may prohibit drivers coming back to the trade, especially those who may have left the trade during covid for other forms for employment.</p>	<p>If the test were to remain, it could result in more people remaining in the trade as the standards would be maintained.</p>

OFFICIAL

EQIA Screening Form

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
		career break, this may encourage more people back into the trade, especially those who may have left the trade during covid for other forms for employment.		
	Men	As above, it could be said that in general the majority of taxi driver applicants to date are male so it could have a more positive impact as detailed above for males in the city.	As above.	
	Transgender	As above	As above	
RACE*	White	As above	As above	
<i>Further information on the breakdown below each of these headings, as per census, is available here. For example Asian includes Chinese, Pakistani and Indian etc</i>	Mixed or Multiple Ethnic Groups	As above	As above	
	Asian	As above	As above	
	African	As above	As above	
	Caribbean or Black	As above	As above	
	Other Ethnic Group	As above	As above	
DISABILITY	Physical disability	As above	As above	
<i>A definition of disability under the Equality Act 2010 is available here.</i>	Sensory Impairment (sight, hearing,)	As above	As above	
	Mental Health	As above	As above	

OFFICIAL

EQIA Screening Form

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
	Learning Disability	As above	As above	
LGBT	Lesbians	As above	As above	
	Gay Men	As above	As above	
	Bisexual	As above	As above	
AGE	Older People (60 +)	As above	As above	
	Younger People (16-25)	As above	As above	
	Children (0-16)	Applicants/licence holders have to be above this age to apply for a licence. The impact may however be a family member who the child is dependent upon.	Applicants/licence holders have to be above this age to apply for a licence. The impact may however be a family member who the child is dependent upon.	
MARRIAGE & CIVIL PARTNERSHIP	Women	As above	As above	
	Men	As above	As above	
	Lesbians	As above	As above	
	Gay Men	As above	As above	
PREGNANCY & MATERNITY	Women	As above	As above	
RELIGION & BELIEF** A list of religions	See note	As above	As above	

OFFICIAL

EQIA Screening Form

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
used in the census is available here .				

* For reasons of brevity race is not an exhaustive list, and therefore please feel free to augment the list above where appropriate; to reflect the complexity of other racial identities.

** There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions used in the census is available [here](#).

Summary of Protected Characteristics Most Impacted

All protected characteristics would be impacted on the policy.

Summary of Socio Economic Impacts

Could result in more people remaining in the trade as the standards would be maintained

Summary of Human Rights Impacts

The Committee would ensure that all responses provided as part of the consultation on the current requirement for Taxi Driver Licence applicants to sit the Test are considered when reviewing it.

4. OUTCOMES, ACTION & PUBLIC REPORTING

Screening Outcome	Yes /No Or / Not At This Stage
Was a significant level of negative impact arising from the project, policy or strategy identified?	Not at this stage.
Does the project, policy or strategy require to be amended to have a positive impact?	Not at this stage.
Does a Full Impact Assessment need to be undertaken?	Not at this stage.

<p style="text-align: center;">Actions: Next Steps</p> <p style="text-align: center;">(i.e. is there a strategic group that can monitor any future actions)</p>		
Further Action Required/ Action To Be Undertaken	Lead Officer and/or Lead Strategic Group	Timescale for Resolution of Negative Impact (s) / Delivery of Positive Impact (s)
<p>The Licensing Department, will review the decision made by Committee in relation to the impact it may have on applicants for Taxi Driver Licence applicants.</p>	<p>Licensing Legal Manager</p>	<p>1 Year from Committee decision.</p>

Public Reporting

All completed EQIA Screenings are required to be publically available on the [Council EQIA Webpage](#) once they have been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. (See [EQIA Guidance](#): Pgs. 11-12)

5. MONITORING OUTCOMES, EVALUATION & REVIEW

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Strategic, Policy, or Operational Group responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been take to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

Legislation**Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012**

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: [Equality Act Guidance](#)

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: [Understanding Scottish Specific Public Sector Equality Duties](#)

Fairer Scotland Duty

Authorities should also consider Socio-Economic Impacts where appropriate. Further information: [Fairer Scotland Duty Interim Guidance](#)

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.