

Equality Impact Assessment Template – Stage Two

Please complete this template if completion of the Stage 1 template has identified that a full Equality Impact Assessment is required.

Before proceeding with the Stage 2 Equality Impact Assessment, you should discuss the scope of the analysis with service managers in your area. You will also need to refer to the equality impact assessment guidance.

Name of item being assessed:	Car Parks
Version and release date of item (if applicable):	
Owner of item being assessed:	Mark Cole
Name of assessor:	Mark Edwards
Date of assessment:	22 December 2015
Date Stage 1 EIA completed:	28 October 2015

STEP 1 – Scoping the Equality Impact Assessment

1. What data, research and other evidence or information is available which will be relevant to this Equality Analysis? Please tick all that apply.

Service Targets		Performance Targets	
User Satisfaction		Service Take-up	
Workforce Monitoring		Press Coverage	
Complaints & Comments		Census Data	
Information from Trade Union		Community Intelligence	
Previous Equality Impact Analysis		Staff Survey	
Other (please specify) – Benchmark and costing analysis of 28 Neighbouring & Adjoining Social & Economic local authorities in November 2016			√

2. Please provide details on how you have used the available evidence, information you have selected as part of your Impact Assessment?

The exercise finds that WBC's current parking fees and charges compare favourably with the other authorities in the survey and so could be described as being competitive. In fact the WBC tariff is lower than the benchmark average in most cases, although there are some wide variations among the various authorities. It is clear that WBC currently offers a large discount in respect of season tickets compared to other authorities.

3. If you have identified any gaps in relation to the above question, please detail what additional research or data is required to fill these gaps? Have you considered commissioning new data or research? If 'No' please proceed to Step 2.

Not applicable

STEP 2 – Involvement and Consultation

1. Please use the table below to outline any previous involvement or consultation with the appropriate target groups of people who are most likely to be affected or interested in this policy, strategy, function or service

Target Groups	Describe what you did, with a brief summary of the responses gained and links to relevant documents, as well as any actions
Age – relates to all ages	We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. The respondents from the respective age ranges were: 1 from the 18-24; 2 from 25-34; 3 from 35-44; 6 from 45-54; 3 from 55-64; and 5 from age 65. There were 2 responses from Parish Council's and 3 respondents did not indicate an age range. No particular age group will be disadvantaged.
Disability - applies to a range of people that have a condition (physical or mental) which has a significant and long-term adverse effect on their ability to carry out 'normal' day-to-day activities. This protection also applies to people that have been diagnosed with a progressive illness such as HIV or cancer.	We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. The proposed changes to charges do not impact on Blue Badge holders who will continue to be able to park free of charge in any of the Council's public car parks.

<p>Gender reassignment - definition has been expanded to include people who chose to live in the opposite gender to the gender assigned to them at birth by removing the previously legal requirement for them to undergo medical supervision.</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular gender reassignment group will be disadvantaged.</p>
<p>Marriage and Civil partnership –.protects employees who are married or in a civil partnership against discrimination. Single people are not protected.</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular partnership group will be disadvantaged.</p>
<p>Pregnancy and Maternity - protects against discrimination. With regard to employment, the woman is protected during the period of her pregnancy and any statutory maternity leave to which she is entitled. It is also unlawful to discriminate against women breastfeeding in a public place</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular group will be disadvantaged.</p>
<p>Race - includes colour, caste, ethnic / national origin or nationality.</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular race group will be disadvantaged.</p>
<p>Religion and Belief - covers any religion, religious or non-religious beliefs. Also includes philosophical belief or non-belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour.</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular group will be disadvantaged.</p>
<p>Sex - applies to male or female.</p>	<p>We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular sex will be disadvantaged.</p>

Sexual Orientation - protects lesbian, gay, bi-sexual and heterosexual people.

We undertook a public consultation of all user groups as part of the Council's wider savings proposals consultation between 3 November 2015 and 14 December 2015. Only 25 responses were received to the Car Parks consultation. No particular sexual orientation group will be disadvantaged.

2. Who are the main stakeholders and what are their requirements?

All customers who use the Council's car parks because they work in the district, or because they are visiting for business reasons or to shop. Also residents who require residents parking permits and daily permits for their visitors.

3. Amongst the identified groups in the previous question, what does your information tell you about the potential take-up of resulting services?

It is not anticipated that there will be any significant change in take-up.

STEP 3 – Assessing Impact and Strengthening the Policy

What will be done to improve access to and take-up of, or understanding of the policy, strategy, function or service? (these are the measures you will take to mitigate against adverse impact)

The changes to parking charges will be advertised using the statutory processes. No particular group will suffer any disadvantage or adverse impact other than having to pay more to use the Council's parking services so there will be no specific mitigation measures.

STEP 4 – Procurement and Partnerships

Is this project due to be carried out wholly or partly by contractors? *No*

If 'yes', have you done any work to include equality considerations into the contract already? Specifically you should set out how you will make sure that any partner you work with complies with equality legislation.

Not applicable.

STEP 5 – Making a Decision

Summarise your findings and give an overview of whether the policy, strategy, function or service will meet the authority’s responsibilities in relation to equality and support the Council’s strategic outcomes?

The proposed changes to the various parking charges do not adversely impact any particular group. All users of the Council’s parking services will be equally impacted on insofar that they will have to pay the revised charges. The authority’s responsibilities in relation to equality will continue to be met and the Council’s strategic outcomes still be supported.

STEP 6 – Monitoring, Evaluating and Reviewing

Before finalising your action plan, you must identify how you will monitor the policy/function or the proposals following the Equality Impact Assessment and include any changes of proposals you are making.

What structures are in place to monitor and review the impact and effectiveness of the new policy, strategy, function or service?

There are no changes to any particular group or any changes to policy, strategy or service function that need to be monitored. The purpose of the increased parking charges is to generate additional income to enable further important traffic management work (defined as that needed to secure expeditious, convenient and safe movement of traffic, both pedestrian and vehicular, and provision of suitable and adequate parking facilities on and off the public highway) to be undertaken whilst remaining competitive with other towns in the region. The income from parking charges will continue to be monitored as part of the monthly budget monitoring process.

STEP 7 – Action Plan

Any actions identified as an outcome of going through Steps 1-6 should be mapped against the headings within the Action Plan. You should also summarise actions taken to mitigate against adverse impact.

	Actions	Target Date	Responsible post holder & directorate
Involvement & consultation	Not applicable	Not applicable	Mark Cole Environment
Data collection	Not applicable	Not applicable	Mark Cole Environment
Assessing impact	Not applicable	Not applicable	Mark Cole Environment
Procurement & partnership	Not applicable	Not applicable	Mark Cole Environment
Monitoring, evaluation and reviewing	Not applicable	Not applicable	Mark Cole Environment

STEP 8 – Sign Off

The policy, strategy or function has been fully assessed in relation to its potential effects on equality and all relevant concerns have been addressed.

Assessor		
Name: Mark Edwards	Job Title: Head of Highways & Transport	Date: 22 December 2015

Service Director or Senior Officer (sign off)		
Name: John Ashworth	Job Title: Corporate Director - Environment	Date: 24 December 2015

Please email a copy of the EIA to Rachel Craggs, Principal Policy Officer (Equality & Diversity): Rachel.craggs@westberks.gov.uk