

## Equality Impact Assessment (EqIA) form: the initial impact assessment

### 1. Process and guidance

The purpose of an EqIA is to make sure that the council is meeting the needs of all our residents by ensuring we consider how different groups of people may be affected by or experience a proposal in different ways. EqIAs help us to meet our [Public Sector Equality Duty](#) and where applicable the [Armed Forces Duty](#)

The council has a two stage EqIA process:

- Stage 1 - the initial impact assessment
- Stage 2 - the full impact assessment.

This form is for use at Stage 1 of the process. This must be completed when undertaking a project, policy change, or service change. It can form part of a business case for change and must be completed and attached to a Project Initiation Document. The findings of the initial impact assessment will determine whether a full impact assessment is needed. Guidance and tools for council officers can be accessed on the council's Tackling Inequality Together intranet pages.

Date started:	1/02/2023	
Completed by:	Matthew Gould	Head of Highways and Transport
Service:	Highways and Transport	
Project or policy EqIA relates to:	Traffic Regulation Order Making	
Date EqIA discussed at service team meeting:	22/2/23	
Conclusion (is a full assessment needed?):	No material impact	
Signed off by (AD):	C.Easton 	
Sign off date:	24 Feb 2023	

## 2. Summary of the policy, project, or service

This section should be used to summarise the project, policy, or service change (the proposal).

### **What is the purpose of the proposal, what are the aims and expected outcomes, and how does it relate to service plans and the corporate plan?**

As a Traffic Authority, Wokingham Borough Council has a duty under the Traffic Management Act 2004 to manage its road network with a view to achieving, so far as may be reasonably practicable having regard to its other obligations, policies and objectives the expeditious movement of traffic on the authority's road network and traffic on road networks for which another authority is the traffic authority. The action which the authority may take in performing that duty includes any action which it considers will contribute to the more efficient use of their road network; the avoidance, elimination or reduction of road congestion or other disruption to the movement of traffic and may involve the exercise of any power to regulate or co-ordinate the uses made of any road (or part of a road) in the road network under its control. The Road Traffic Regulation Act 1984 gives traffic authorities the powers to make Traffic Regulation Orders for various reasons which are set out in the Regulations. Typically, TRO's take the form of prohibitions or restrictions such as waiting & loading restrictions, speed limits, weight & width limits, prohibition of driving of motor vehicles and prohibited or prescribed vehicle movements. A TRO may be proposed on its own or as part of a wider scheme or project and statutory consultation procedures are followed for each TRO made, providing an opportunity for objections/support/concerns to be raised and considered prior to a decision being made on whether to implement the proposals. Individual Equality Impact Assessments are not therefore, considered to be appropriate for each TRO created by the Council as the proposals made under and in accordance with the requirements of the above legislation are not deemed to be discriminatory to persons with protected characteristics.

### **How will the proposal be delivered, what governance arrangements are in place and who are the key internal stakeholders?**

When a traffic authority intends to make a Traffic Regulation Order (TRO) it must follow a statutory procedure which is set out in The Local Authorities Traffic Orders (Procedure) (England) Regulations 2012. The procedure requires the traffic authority to consult any persons likely to be affected by the restrictions or prohibitions to be imposed by the TRO. The authority must publish a notice in a local paper and carry out other provisions to ensure adequate publicity for the proposal such as writing to affected parties or posting notices on the road where the TRO is being proposed. The traffic authority must allow a minimum of 21 days for stakeholders to make comments on the proposal and, if they wish, formally object.

Current Wokingham Borough Council service procedures require all objections received to be documented and reported to the Executive Member for Active Travel, Highways & Transportation, in order that a decision can be made on; whether to proceed with the proposal, notwithstanding the objections; implement the proposal with modifications, or abandon the proposal. If no objections are received to a TRO then the Director of Place & Growth has delegated authority to proceed with making the Order as proposed.

**Who will be affected by the proposal? Think about who it is aimed at and who will deliver it.**

All road users that use the road network in any capacity as residents, businesses and/or visitors and whether or not in/on a vehicle.

### 3. Data & Protected Characteristics

This section should be used to set out what data you have gathered to support the initial impact assessment.

The table below sets out the equality groups that need to be considered in the impact assessment. These comprise the nine protected characteristics set out in the Equality Act 2010 and other priority areas defined by the council.

Age	Disability	Gender reassignment	Marriage and Civil Partnership	Pregnancy/Maternity
Religious belief	Race	Sex	Sexual Orientation	Socio-economic disadvantage

The Armed Forces Act 2021 also requires consideration of the [impact on Armed Forces Communities](#) when exercising certain housing, education or healthcare functions (excluding social care). Further guidance can be found [here](#).

**What data and information will be used to help assess the impact of the proposal on different groups of people? A list of useful resources is available for officers on the Council's Tackling Inequality Together intranet pages.**

As part of the TRO process a notice of proposal was advertised seeking grounds for objections to the proposals to be sent in writing to the Council.

No specific feedback regarding adverse impacts on individuals or groups of the nine protected characteristics set out in the equalities Act 2010 were received from those that participated in the consultation

#### 4. Assessing & Scoring Impact

This section should be used to assess the likely impact on each equality group, consider how significant any impacts could be and explain how the data gathered supports the conclusions made.

Scoring impact for equality groups	
Positive impact	The proposal promotes equality of opportunity by meeting needs or addressing existing barriers to participation and/or promotes good community relations
Neutral or no impact	The proposal has no impact or no disproportionate impact.
Low negative	The proposal is likely to negatively impact a small number of people, be of short duration and can easily be resolved.
High negative	The proposal is likely to have a significant negative impact on many people or a severe impact on a smaller number of people.

**Referring to the Scoring table above, please give an impact score for each group, explain what the likely impact will be, and briefly set out how the data supports this conclusion.**

Equality group	Impact score	Impact and supporting data
Age	Low	None
Disability	Low	None

Gender reassignment	Low	None
Marriage and Civil Partnership	Low	None
Pregnancy/Maternity	Low	None
Religious belief	Low	None
Race	Low	None
Sex	Low	None
Sexual Orientation	Low	None
Socio-economic disadvantage	Low	None
Armed Forces Communities	Low	None

## 5. Conclusion and next steps.

Based on your findings from your initial impact assessment, you must complete a full impact assessment if you have identified any groups as having a low or high negative impact.

If no impact, or a positive impact has been identified, you do not need to complete a full assessment. However, you must include reference to the initial assessment in any associated reports, and it must receive formal approval from the Assistant Director responsible for the project, policy, or service change.

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