

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:	14/02/2023	
Completed by:	Geoff Hislop	Parking Manager
Service:	Place and Growth	Car park Off Street parking charges
Project or policy EqIA relates to:	Off Street Parking charges	
Date EqIA discussed at service team meeting:	22 February 2023	

Conclusion (is a full assessment needed?):	Yes.	Low negative on Religious belief & Socio-economic disadvantage which has triggered stage 2.
Signed off by (AD):	Chris Easton	
Sign off date:	22 February 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?

Car parking charges are being revised under the formal Notice of proposals for the Off-Street parking charges Traffic Regulation order process. Existing car parks have pay & display machines and the council offers different pricing structures and methods of payment by coin, card, telephone or On-line season ticket applications. The proposals will ensure we meet our parking management action plan to contribute to a reduction in air pollution and encourage more use of public transport, active travel policies in walking/cycling and promoting health and wellbeing.

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

The revised parking charges will allow the council to deliver improved compliance with the Off-street parking regulations to reduce antisocial behaviour in the car parks from uncontrolled evening parking and allow better enforcement exemption for valid blue badge holders during evenings. Parking enforcement of the revised charges will be covered by our existing enforcement contract and provide rights of appeal via the Traffic management Act processes already in place.

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

All service users will be affected by the proposals, providing comparative charges with neighbouring Local authorities, Offering affordable monthly season tickets, and providing residential parking permits for evenings across the Borough. The proposals will be enforced by the council's contracted enforcement team. Parking services will process all parking enforcement activity under the Traffic Management Act ensuring compliance to the restrictions in place by penalty Charge Notices. This process is already in place to ensure safe and effective enforcement to meet the council's climate emergency, parking strategy and transport policies in promoting safer routes in and out of the borough and promoting active travel opportunities.

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 on the 15th of December 2022 seeking grounds for objections to the proposals to be sent in writing to the Council to be received no later than 22nd January 2023. due to the Holiday period the statutory objection period was extended to the end of January (29th) providing a total objection period of 44 days.

The objections have been reviewed and recommendations to proceed with the implementation of the proposals as they offer no material reasons to alter the proposals to increase charges as advertised.

They offer competitive pricing with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges set to provide low-cost parking at £1.00 for the first hour and a max of £2.00 up to 4 hours. Discounted Residents Evening permits. Free vend tickets after 10pm to assist with control of the car parks from antisocial parking such as car meets. Payment options by coin card or telephone. (RingGo App) they offer a broad range of options to meet all customers requirement to assist in the management of parking spaces in our off street car parks.

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.

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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	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Disability	Positive impact	Introductions of evening charges and every day controls for enforcement will improve access to disabled parking spaces and assist in compliance. Disabled parking will remain free of charge to valid blue badge holders providing alternatives to on street parking controls close to town centres where loading bans are normally applied.
Gender reassignment	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Marriage and Civil Partnership	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.

Pregnancy/Maternity	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Religious belief	Low negative	The introduction of Sunday charges will have a minor short-term impact on people visiting places of worship although the number of locations where off-street cars parks near to these locations is small. Prices remain competitive with neighbouring Local authorities who already make charges on Sundays. See appendix 5 benchmarking included in the report to executive. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Race	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Sex	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening

		charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Sexual Orientation	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Socio-economic disadvantage	Low negative	Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.
Armed Forces Communities	Neutral or no impact	No Impact. Prices remain competitive with neighbouring Local authorities. Season tickets offer alternative cheaper solution that can be budgeted for by paying monthly. Evening charges are set low at £1.00 first hour £2.00 max. Off street parking restrictions already in place. Payment options by telephone, coin, and card payment available. Resident's evening permits offering a reduction on evening charges. Parking charges applying every day provides consistency and will promote alternatives active travel opportunities to promote health and wellbeing.

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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.