

Equality Impact Assessment

Title of service or policy	Terrace Walk Road Space Re-Arrangement
Name of directorate and service	Place, Highways & Parking
Name and role of officers completing the EIA	Simon Thomas – Project Engineer
Date of assessment	October 2014

An Equality Impact Assessment is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when conducting an Equalities Impact Assessment (EIA) on a policy, service or function. It is intended that this is used as a working document throughout the EIA process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

1. Identify the aims of the policy or service and how it is implemented.		
	Key questions	Answers / Notes
1.1	<p>Briefly describe purpose of the service/policy including</p> <ul style="list-style-type: none"> ● How the service/policy is delivered and by whom ● If responsibility for its implementation is shared with other departments or organisations ● Intended outcomes 	<p>The changes to Terrace Walk are part of the Public Realm and Movement Programme for Bath City Centre, following the formal adoption of the Public and Movement Strategy in March 2010.</p> <p>The principal purpose of the scheme is to relocate coach drop-off and pick-up from Orange Grove to Terrace Walk to facilitate the High St Public Realm and Highway Improvement Scheme.</p> <p>Extensive consultation for the scheme was undertaken throughout 2011 and into early 2012 and included a report on options for Terrace Walk to Cabinet in November 2011. Following further consultation, the Cabinet Member requested that a slightly amended layout be considered.</p> <p>Given the level of public feeling throughout the consultation stage, the layout was implemented on an experimental basis over a six month period. This gave the public a chance to provide their objections/ comments to the scheme.</p> <p>The scheme required a number of Traffic Regulation Orders. They are</p>

		<p>required to ensure that the spaces defined for the various functions of the street will give clear direction to users and allow parking enforcement officers to manage the spaces appropriately.</p> <p>At the time, the Public Realm Team in collaboration with the Design Group consulted with a wide range of key-stakeholders, including ward councillors, emergency services, bus companies and Equality B&NES.</p> <p>The primary outcome was to protect the public realm, improve operation of the street and minimise impact upon the public transport and the highway network in the area.</p>
1.2	<p>Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> ● Is it a new service/policy or review of an existing one? ● Is it a national requirement?). ● How much room for review is there? 	<p>The scheme was originally part of the Bath Transportation Package, but has had some minor modifications, following its adoption by the Public Realm Team. The original intention was to relocate coach drop-off and pick-up from Orange Grove to Terrace Walk to facilitate the High St Public Realm and Highway Improvement Scheme.</p>
1.3	<p>Do the aims of this policy link to or conflict with any other policies of the Council?</p>	<p>The scheme is in line with the Council's emerging Transport Strategy to retain a coach drop-off/ pick-up area within the city centre.</p>

2. Consideration of available data, research and information

Monitoring data and other information can help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential evidence:

- Demographic data and other statistics, including census findings
- Recent research findings
- Results from recent consultation or surveys
- Service user monitoring data (including ethnicity, gender, disability, religion/belief, sexual orientation and age)
- Information from relevant groups or agencies, for example trade unions and voluntary and community organisations
- Analysis of records of enquiries about your service, or complaints or compliments about them
- Recommendations of external inspections or audit reports

	Key questions	Data, research and information that you can refer to
2.1	What is the equalities profile of the team delivering the service/policy?	The Design Group comprises of people of different ethnicities (white British, eastern European, Mediterranean and Asian), sex, age (ranging from mid-twenties to early sixties) and religion.
2.2	What equalities training have staff received?	The Design Group have discussed and undertaken briefings with the Equalities Team on a scheme specific and more general basis. Full equalities training has been provided to the Design Group.
2.4	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, results of previous consultations)	Data for service users has been gathered through previous and current consultations, together with meetings with traders and residents. Some of the comments from the consultation have included concerns

		<p>over the loss of specific disabled parking and single yellow lines in Terrace Walk. Whilst disabled parking spaces have been re-provided in nearby Orange Grove, the yellow lines required to be changed to loading restrictions to allow coaches to turn safely into Terrace Walk. This meant that ability for blue badge to park on single yellow lines was lost. Similarly, it prevented vehicles from dropping into local businesses to drop-off and pick-up or use their services.</p> <p>The scheme also required further road space for coaches to drop-off and pick-up. As a result, a number of resident parking spaces were lost. As part of the review process to feed into the Single Member Decision Report, the Council are proposing the provision of replacement resident parking in nearby South Parade; 2 dual-use bays in York St, to allow loading and use by disabled drivers and further parking within dual-use coach and tour bus bays outside stated operational hours.</p>
2.5	What is the process for consultation of Traffic Regulation Orders?	<ol style="list-style-type: none"> 1. In advance of the Traffic Regulations Orders, a highway scheme will go through a series of iterations and consideration via a process of feasibility, preliminary design and latterly detail design. Once this has been completed, it will go through the Planning Policy & Transport Scheme Assessment, where a number of departments within the Directorate attend and make comment. 2. Once agreed, Traffic Regulations and plans are prepared and signed off by the Group Manager, Planning Policy and Transport, before providing to the Property & Environmental Law Team to draw up the notices of intent and legal orders. 3. The proposals are provided on the Democratic Services Forward Plan and Decision Register, to notify the Cabinet Member the likelihood of a single member decision.

		<ol style="list-style-type: none">4. Notices of Intent's are then advertised via on-street notices, through local media and on the B&NES website, which invite consultees to view the plans and orders to allow comment and/ or objections. Key-stakeholders including interest groups, emergency services and ward & parish councillors are e-mailed and the general public and businesses also engaged through mail drops.5. As the scheme was of an experimental nature, the statutory period of consultation was 6 months, but could extend to 18 months if agreed through the Divisional Director and Cabinet Member.6. If <u>no objections are received</u>, the Executive Member is notified, the impending decision drops off the decision register and the order is sealed and advertised via on-street notices for a further 3 weeks.7. If <u>objections are received (in this instance they have)</u>, a single member report is required to be provided to the Executive Member, which outlines concerns and objections, together with a recommendation(s). The Executive member will consider the report, before reaching agreement to accept the recommendation or not.8. Cabinet decision making process applies thereafter. <p>In the case of Terrace Walk, Traffic Regulation Orders were advertised on street and through local media. The consultation ran between the 31st July and the 21st August 2014.</p> <p>We are currently compiling the report to the Executive Member for consideration.</p>
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2.6	Are there any gaps in the data, research or information that is available?	<p>The scheme has been developed through a wide consultation with key-stakeholders, which includes internal B&NES staff, ward councillors, bus companies, residents, local businesses, local interest groups and emergency services. A number of objections were received, which have been collated with an officer response to each and form part of the single member decision report.</p> <p>The Council has considered all points carefully and are proposing the provision of replacement resident parking in nearby South Parade; 2 dual-use bays in York St, to allow loading and use by disabled drivers and further parking within dual-use coach and tour bus bays outside stated operational hours.</p>
2.7	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	<p>Preferably, we would seek future consultation and dialogue with specific interest groups for service policy and schemes. However it is understood that from March 2013, there will be no corporate means of consulting upon equalities issues. Alternatively, there is a new Joint (Police and Council) Independent Equalities Advisory Group made up of 'critical friends' from voluntary and community sector organisations. This group meets four times a year. It would be possible for this issue to be raised there for consultation, if it were considered necessary to get further input from an equalities perspective.</p> <p>Alternatively, consultation can be conducted through the Council's Disabled Workers Challenger Group (meeting held on 1st Tuesday every second month @ 2pm. The chair is Suzanne Morys, Sirona, Suzanne.morys@sirona-cic.org.uk (01225 396655).</p>
2.8	Who is the consultation audience and how is this decided?	<p>The consultation audience is scheme specific, depending on who is likely to be impacted. In this instance it comprises the general public, businesses and standard list of key-stakeholders. Consideration is given to households and businesses that are likely to be affected and an area is assumed. Members of the public that are unintentionally</p>

		missed, receive consultation information on request.
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3. Assessment of impact

Based upon any data you have analysed, or the results of consultation or research, use the spaces below to list how the service or policy:

- Meets any particular needs of each of the six equalities groups or helps promote equality in some way.
- Could have a negative or adverse impact for each of the six equalities groups

	Groups Affected	Examples of what the service has done to promote equality	Examples of potential negative or adverse impact and what steps have been or could be taken to address this
3.1	Gender – identify the impact/potential impact of the policy on women, men and transgender people	The Terrace Road Space re-arrangement scheme is considered non-gender specific as they are based upon improving the transport network and functionality of the area. The scheme aimed to improve functionality for coach drop-off and pick-up through a carefully designed layout and re-provide other functionality where possible.	N/A
3.2	Disability - identify the impact/potential impact of the policy on disabled people (ensure consideration of a range of impairments including both physical and mental impairments)	Specific disabled parking spaces were taken out of Terrace Walk to accommodate the scheme, but re-provided in Orange Grove to compensate and is proposed to provide 2 dual-use bays in York St, to allow loading and use by disabled drivers.	Loss of parking for blue badge holders on single yellow lines. Provision is made in Orange Grove, as well the proposal to provide dual-use disabled spaces in York St. Further parking within dual-use coach and tour bus bays outside stated operational hours is also proposed.

3.3	Age – identify the impact/potential impact of the policy on different age groups	The provision of coach drop-off and pick-up close to the major tourist attractions in the city centre, allows easy access for elderly and mobility impaired persons who are visiting the city.	Loss of resident parking spaces makes it difficult for elderly/ disabled residents. Additional resident parking is proposed in nearby South Parade, as well as dual-use disabled/ loading bays in York St and parking out of stated operational hours in dual-use coach and tour bus bays. This is detailed within the Single Member Decision Report.
3.4	Race – identify the impact/potential impact on different black and minority ethnic groups	See comments contained within item no. 3.1 above	N/A
3.5	Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people		
3.6	Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.		
3.7	Socio-economically disadvantaged – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances		
3.8	Rural communities – identify the impact / potential impact on people living in rural communities		

4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
Terrace Walk as a location for coach drop-off and pick-up may not be considered the most appropriate, however it is clear that provision of coach drop-off and pick-up places close to Bath's major tourist attractions is required.	Retention of coach drop-off and pick-up functionality in the city centre, as identified within the emerging coach Transport Strategy.	Envisaged March 2014.	Adrian Clarke – Transport Planning Manager	
<p>The Cabinet Member will be asked to consider the following alternative options:-</p> <ul style="list-style-type: none"> • Agree current layout and associated traffic regulation orders. • Implement minimal signage and road markings to allow enforcement of TRO's. • Retain local event security firm is retained as an additional aid to the Council's 	To be considered as part of the Single Member Decision Report.	Envisaged November 2014	Kelvin Packer – Service Manager, Highways & Parking	

civil enforcement team to manage the area.				
Planned public realm improvement scheme for Terrace Walk/ Grand Parade, including an additional pedestrian phase at western side of the Terrace Walk/ Pierrepont St junction; pedestrian build-out at the northern side of Terrace Walk; temporary signals equipment replaced by permanent equipment and road resurfacing.	To be included as part of the 2015/16 Capital Programme	Envisaged 2015/ 16	Kelvin Packer – Service Manager, Highways & Parking Cabinet Member for Transportation	

5. Sign off and publishing

Once you have completed this form, it needs to be ‘approved’ by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council’s and/or NHS B&NES’ website. Keep a copy for your own records.

Signed off by: Matthew Smith

Date: 22nd October 2014

(Divisional Director or nominated senior officer)