

Equality Impact Assessment / Equality Analysis

Title of service or policy	Allocation of Residents and Business Permits in Controlled Zones
Name of directorate and service	Environmental Services – Parking Services
Name and role of officers completing the EIA	Andrew Dun, Team Manager - Parking
Date of assessment	03 June 2016

Equality Impact Assessment (or ‘Equality Analysis’) 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 carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the 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 service provides eligible residents and businesses within controlled parking zones parking permits which give them authorisation to park within marked bays and/or restricted car parks where parking restrictions apply. The permit scheme was introduced to:</p> <ul style="list-style-type: none"> •help ensure that people who live or work in Bath have access to parking locations within a reasonable access of their property •respond to increasing demand for residents only parking zones and permit holders only parking •reduce the current high levels of commuter parking in residential areas •encourage the use of sustainable transport by restricting the amount of available parking within controlled areas. <p>This policy ensures that the demand for on street parking can be managed and avoid the need to introduce waiting lists or further limiting parking permit entitlement to one per household across all zones.</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? 	<p>This policy is intended to build upon an existing policy that restricts the eligibility to permits to new developments, or properties which have undergone redevelopment via the amalgamation or sub division of existing properties from having a new entitlement to parking permits.</p>

	<ul style="list-style-type: none"> • Is it a national requirement?). • How much room for review is there? 	<p>This review is to further clarify the existing policies intended objectives and to extend the policy to ensure that potential capacity amongst eligible properties within a controlled parking zone is adequately considered in light of the continued increase in car ownership which has now seen the number of vehicles on the Country's network read pre-recession (2008) levels</p> <p>It is not a national requirement and there is room for review</p>
1.3	Do the aims of this policy link to or conflict with any other policies of the Council?	No.
2. Consideration of available data, research and information		
<p>Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources:</p> <ul style="list-style-type: none"> • Demographic data and other statistics, including census findings • Recent research findings (local and national) • Results from consultation or engagement you have undertaken • 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/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?	Parking Services staff broadly reflects the equalities profile of B&NES as a whole. Parking has a total of 18 female staff from an establishment of 64. We currently have 2 disabled members of staff within the Business Support Team. Parking Services currently has 1 BME staff.
2.2	What equalities training have staff received?	All staff within Parking Services has completed Equalities training to ensure

		compliance with corporate standards. A structured training plan is in place for all new staff to ensure they receive equalities training in a timely manner after commencing employment.
2.3	What is the equalities profile of service users?	Users of the service will come from all groups who live within the controlled parking zones.
2.4	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, consultation findings). Are there any gaps?	Parking Services undertook consultations on Resident Parking in Bath with the Transport Policy team in June 2012 and the results have been being collated. Parking Services also uses the Voicebox Survey to measure customer satisfaction annually. This involves a randomly selected list of 3,650 addresses in the local authority area being sent a copy of the survey and a response rate of 29.4% was achieved.
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	No specific consultation has been undertaken as part of this EIA as it is a review of an existing service.
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	No further consultation is planned.

3. Assessment of impact: 'Equality analysis'

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

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

		Examples of what the service has done to promote equality	Examples of actual or 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 and men. (Are there any	No impact based on gender - regulations apply to all motorists unless	Nil

	issues regarding pregnancy and maternity?)	receiving a concession such as a blue badge.	
3.2	Transgender – – identify the impact/potential impact of the policy on transgender people	No impact based on transgender - regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
3.3	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)	Parking Services provides dedicated bays for blue Badge holders in a number of locations. Additionally all Blue badge holders can park in pay & display bays without charge and without regard to the time limit.	Nil
3.4	Age – identify the impact/potential impact of the policy on different age groups	No impact based on age - regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
3.5	Race – identify the impact/potential impact on different black and minority ethnic groups	No impact based on race – regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
3.6	Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people	No impact based on sexual orientation – regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
3.7	Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	No impact based on religion/beliefs – regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
3.8	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	No impact based on socio economic disadvantage - regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil

3.9	Rural communities – identify the impact / potential impact on people living in rural communities	No impact based on those who live in rural communities – regulations apply to all motorists unless receiving a concession such as a blue badge.	Nil
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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 and engagement, 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
No issues have been identified.	Na	Na	AD	na

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:

Date: