

Equality Impact Assessment / Equality Analysis

Title of service or policy	Introduction of a Street Works Permit Scheme
Name of directorate and service	Highways & Traffic, Environmental Services
Name and role of officers completing the EIA	Paul Garrod Traffic Management & Network Manager
Date of assessment	November 2019

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 Street Works Team is responsible for the management and coordination of road works and events affecting the highway, and helps the Council fulfil its statutory highway network management duty.</p> <p>It currently uses a 'noticing' regulatory system for managing road works, where a works promoter gives notice of their intention to work on the highway. This will be changing to the 'permitting' regulatory system where a works promoter has to apply for a permit to work on the highway. Permits will give the Council greater control over road works. The Council has been strongly advised by the Secretary of State to introduce such a scheme. In addition to this, the government will be withdrawing the current electronic system for transferring street works notices in April 2020 and the new system has been developed for use by permit schemes.</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>If the Council does not introduce a permit scheme it is likely that the Secretary of State will direct the Council to do so since the government's view is that permit schemes are more effective at managing road works than noticing schemes (which pre-date permit schemes).</p> <p>There are statutory regulations which restrict how much one council's permit scheme can vary from another's. The main difference relates to whether there should be a fee for permits on all roads or only the busiest roads, and there is a</p>

		maximum level of fee that can be charged. The fee has to relate to the cost of operating a permit scheme over and above the cost of operating a permit scheme.
1.3	Do the aims of this policy link to or conflict with any other policies of the Council?	<p>The introduction of the Permit Scheme will give the Council improved control of roadworks, which in turn will benefit the public through improved road works information and a reduction in delays caused by road works. This will provide a more resilient road network.</p> <p>There is no conflict with other Council policies.</p>

2. Consideration of available data, research and information

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:

- **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?	Additional staff are required to operate the permit scheme. Staff will be recruited in line with the Council's recruitment policies.
2.2	What equalities training have staff received?	New staff receive the standard equalities induction training.
2.3	What is the equalities profile of service users?	The service users are all people who live, work and visit B&NES because

		they are affected, either directly or indirectly, by how the highway network operates.
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?	The Council participates in the annual National Highways & Transport survey, where members of the public are asked a series of questions about highways and transport issues in B&NES. This includes views on the work the Street Works Team is involved in, such as Management of Road Works. In each category relating to road works, the Council's score was higher than the national average for all local authorities.
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	There is a statutory requirement to undertake consultation before a permit scheme can be introduced. The consultation ran from 16 September 2019 for 8 weeks. Minor amendments to the permit scheme document will be made following the consultation, although they do not amount to a material change in the scheme.
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 presently 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 how the scheme could 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	All groups	The introduction of the Permit Scheme will give the Council improved control of roadworks, which in turn will benefit the public through improved road works information and a reduction in delays caused by road works.	There are no adverse impacts identified

3.2	Sex – identify the impact/potential impact of the policy on women and men.	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.3	Pregnancy and maternity	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.4	Gender Reassignment – identify the impact/potential impact of the policy on transgender people	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.5	Disability - identify the impact/potential impact of the policy on disabled people (ensure consideration both physical and mental impairments)	As stated in 3.1, the introduction of the Permit Scheme will give the Council improved control of roadworks, which in turn will benefit the public through improved road works information. This additional control will give the council more ability to consider how roadworks could impact upon disabled people (e.g. temporary unavailability of disabled parking bays or avoiding obstructions to dropped kerbs) and to make sure there is clear and up to date information made available to the public about this.	The permit scheme will not have an adverse impact on this equalities group.
3.6	Age – identify the impact/potential impact of the policy on different age groups	None identified – but see disability above for older people who are also disabled.	The permit scheme will not have an adverse impact on this equalities group.
3.7	Race – identify the impact/potential impact on different black and minority ethnic groups	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.8	Sexual orientation - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people	None identified	The permit scheme will not have an adverse impact on this equalities group.

3.9	Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.10	Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.11	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	None identified	The permit scheme will not have an adverse impact on this equalities group.
3.12	Rural communities – identify the impact / potential impact on people living in rural communities	None identified	The permit scheme will have a positive impact on rural communities because it will enable the Council to have greater control of road works, helping to minimise disruption to road users and those who rely on goods and services that arrive via roads.

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
None	None	N/A	N/A	N/A

We will monitor any impacts (including equality impacts) of these specific changes through the consultation process. Individual staff will be asked if they require any support during this process or adjustments to the proposed selection process.

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: Gary Peacock, Deputy Group Manager (Divisional Director or nominated senior officer)

Date: 02/01/2020

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