

Appendix 2 – Equalities Impact Assessment – Contract for Park & Ride bus service

Equality Impact Assessment / Equality Analysis

(updated May 2021)

Title of service or policy	Park & Ride – Contract for bus service
Name of directorate and service	Place Management, Parking Services
Name and role of officers completing the EIA	Andy Dunn
Date of assessment	21 April 2022

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 main aim is to identify any discriminatory or negative consequences for a particular group or sector of the community, and also to identify areas where equality can be better promoted. Equality impact Assessments (EIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis. **Not all sections will be relevant – so leave blank any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council’s website.

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 e.g.</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>Bath has three long established park and ride sites managed by the council to the North, South, and East of the city. Whilst the council remains committed to provision on the East of the city, no suitable site has been identified.</p> <p>A wide distribution of park and ride sites that are accessible and attractive for motorists to use compliments other transport policies that help encourage drivers to switch to sustainable public transport for at least part of their journey ensuring vehicle intrusion into the historic city centre (also covered by a clean air zone) is minimised thus reducing congestion and improving air quality. The provision of a park and ride service therefore helps the council achieve its core purpose of improving people lives and supports key policies including tackling the climate and ecological emergency.</p> <p>The sites are managed operationally by the council’s Parking Services and the bus service is operated under contract, administered by the West of England Combined Authority (WECA) on the council’s behalf. The current contract, with First Plc, expires in the Autumn of 2022 and without a replacement contract in place the council is at risk of significant reputational damage through the failure to achieve transport and air quality objectives.</p>

<p>1.2</p>	<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>This is a review of an existing service. Whilst there is no national requirement to provide a park and ride service, they are a key component of the infrastructure necessary to ensure delivery of the council transport and parking policies and ensure the economic vitality of the city of Bath, and additionally in tackling the climate and ecological emergency.</p> <p>As a wholly discretionary service the council has the freedom to consider all options available to delivering and managing the service, subject to funding or commercial viability, in accordance with its policies and objectives.</p>
<p>1.3</p>	<p>Do the aims of this policy link to or conflict with any other policies of the Council?</p>	<p>This policy meets the Councils core policies of tackling the climate and ecological emergencies.</p> <p>It is also in line with Transport Policies, the Parking Strategy, and is consistent with the objectives of the Clean Air Zone and the prioritisation of active travel.</p> <p>Redevelopment within the historic core has also seen changes to the availability of parking and the provision of parking out of the city centre ensures that the city, as a popular visitor destination and double UNESCO world Heritage site remains accessible.</p>
<p>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:

- **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, sex, 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 equalities training have staff received to enable them to understand the needs of our diverse community?	All staff within Parking Services have completed Equalities training during their induction to ensure compliance with corporate standards. A structured training plan is in place for all new staff to ensure they do receive equalities training in a timely manner after commencing employment and this also received regular refresh using the corporate programme.
2.2	What is the equalities profile of service users?	The service users are all road users and pedestrians that typically live outside the city but travel into Bath by private vehicle.
2.4	Are there any recent customer satisfaction surveys to refer to? What were the results? Are there any gaps? Or differences in experience/outcomes?	Parking Services also uses the Voicebox survey to measure customer satisfaction. The results of the Voicebox 28 survey (2019) record 57% of respondents rating the provision and operation of on street parking areas as acceptable to good.

2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	<p>The “Balancing your Needs” parking strategy was consulted on in 2017 and adopted in 2018. The parking strategy set out the key policy direction and objectives for the service until 2028. It is due for review in 2022.</p> <p>No specific consultation has been undertaken as part of this EIA as it is a review of existing services that are coming to the end of their contract period and therefore must be procured.</p>	
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 consultation is planned as part of the replacement of this existing service. The evaluation of tenders must as a matter of course consider the impact on users of the service as any negative or adverse impact could discourage motorists from use of the park and ride service, placing its viability and the achievement of council policies at risk.	
3. Assessment of impact: ‘Equality analysis’			
<p>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:</p> <ul style="list-style-type: none"> ● Meets any particular needs of equalities groups or could help 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	Issues relating to all groups and protected characteristics		No impact

3.2	Sex – identify the impact/potential impact of the policy on women and men.		Sites are more remote and outside the city which may have an adverse impact on more vulnerable users. The service has a proactive inspection programme to ensure regular review of the site is undertaken. This will ensure that lighting and CCTV are well maintained and operational.
3.3	Pregnancy and maternity		No impact
3.4	Gender reassignment – identify the impact/potential impact of the policy on transgender people		No impact
3.5	Disability – identify the impact/potential impact of the policy on disabled people (ensure consideration both physical, sensory and mental impairments and mental health)	Dedicated parking for Blue Badge holders is available adjacent to the bus stop at all three sites and enforcement is undertaken to prevent abuse by those who are not Blue Badge holders. All vehicles used on the Park & Ride contract are compliant with the relevant Equalities legislation to ensure access for those with disabilities.	Abuse of Blue Badge Bays prevents access by genuine users. Parking Services are committed to ensuring that any motorists identified to be misuse of Blue Badges are prosecuted as appropriate and a new contract for this will be procured in 2022.
3.6	Age – identify the impact/potential impact of the policy on different age groups	All concessionary pass holders can use the Park & Ride service free of charge upon use of their pass after 09.00.	
3.7	Race – identify the impact/potential impact on across different ethnic groups		No impact

3.8	Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual people		No impact
3.9	Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?		No impact
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.		No impact
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 (this is not a legal requirement, but is a local priority).	The Park and Ride service is of benefit to those the socio-economically disadvantaged as the service allows these motorists to travel by private vehicle to the edge of the city and benefit from the use of convenient and sustainable transport directly into the city centre that is typically cheaper than the cost of parking in the city.	Discounts are available from the operator, including: <ul style="list-style-type: none"> • English National Concessionary Pass holders can travel for free after 09.00 Monday to Friday. • A group of two adults may purchase a discounted fare after 09.30 Monday to Friday. • Regular service users can benefit from discounts when purchasing 10 single journeys one transaction (for use anytime). • up to 5 children (under 16) can travel for free with each fare paying adult.

3.12	Rural communities* identify the impact / potential impact on people living in rural communities	The Park and Ride service is of benefit to those living in rural communities without access to a suitable service that need to visit the city. The Park and Ride service allows these motorists to travel by private vehicle to the edge of the city and benefit from the use of convenient and sustainable transport directly into the city centre that is typically cheaper than the cost of parking in the city.	No impact
3.13	Armed Forces Community ** serving members; reservists; veterans and their families, including the bereaved. Public services will soon be required by law to pay due regard to the Armed Forces Community when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).		No impact

*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

** The Equality Act does not cover armed forces community. However, when the Armed Forces Bill becomes law there will be a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

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/analysis. 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
EIA to be reviewed annually or if significant changes happen within the service provision	To review the EIA,	completion of annual review	Team Manager – Parking Services	May 2023
EIA to be reviewed following the implementation of the new contract.	To review the EIA to ensure any changes agreed with the operator and implemented are evaluated.	Completion of review upon the start of the new contract	Project Lead	within one month after contract start

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: Chris Major – Director of Place Management **Date:** 21 April 2022