

# Public Document Pack



<b>BABERGH CABINET</b>	
<b>DATE:</b>	<b>MONDAY, 2 AUGUST 2021 10.30 AM</b>
<b>VENUE:</b>	<b>KING EDMUND CHAMBER, ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH</b>

For consideration at the meeting on Monday, 2 AUGUST 2021, the following additional or updated papers that were unavailable when the Agenda was printed.

## **SUPPLEMENT**

Page(s)

- 10      **BCa/21/16 THE CREATION OF A PARKING STRATEGY FOR  
BABERGH AND MID SUFFOLK DISTRICT COUNCILS**      3 - 12

Cabinet Member for Environment

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, H. Holloway on: 01449 724681 or Email: [Committees@baberghmidsuffolk.gov.uk](mailto:Committees@baberghmidsuffolk.gov.uk)

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## Equality Impact Assessment (EQIA)

The characteristics protected by the Equality Act 2010 are:

<b>Disability</b>	<b>Age</b>	<b>Sex (gender)</b>
<b>Gender reassignment</b>	<b>Marriage/civil partnership</b>	<b>Pregnancy/maternity</b>
<b>Race</b>	<b>Sexual orientation</b>	<b>Religion/belief</b>

*By law we must have due regard to the need to:*

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

In effect, this means that we need to ensure that our policies and services are fair, equitable and proportionate and where possible mitigate against any adverse impacts on people from the different protected characteristics.

In addition to the above protected characteristics you should consider the impact of living in a **rural area** as part of this assessment. Where people live is not a characteristic protected by law, but for an organisation such as Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.

The Rural-Urban definition, defines the rurality of very small census based geographies. Census Output Areas forming settlements with populations of over 10,000 (which are urban), while the remainder are defined as one of three rural types: *town and fringe, village or hamlet and dispersed*.

Details	
<b>Service or policy title</b>	Babergh and Mid Suffolk Parking Strategy
<b>Lead officer</b> <i>(responsible for the policy or service/function)</i>	Cassandra Clements – Assistant Director Environment & Commercial Partnerships
<b>Officers carrying out the EQIA</b> <i>(at least one must have done EQIA training and it is recommended that an officer responsible for the policy or service/function is involved in completion)</i>	Sharon Bayliss, Service Improvement Advisor, Environment & Commercial Partnerships
<b>Is this new or a revision?</b> <i>(If revision state when previous EQIA undertaken)</i>	New
<b>Is this the first time this policy or function has been assessed?</b>	Yes
<b>Date of completing this EQIA</b>	19 <sup>th</sup> July 2021

## Equality Impact Assessment (EQIA)

Description
<p><b>What exactly is proposed?</b> <i>(Describe the service/policy and the changes that are being planned)</i></p> <p>To start the formulation of Babergh and Mid Suffolks first parking strategy.</p>
<p><b>Why?</b> <i>(Give reasons why these changes are being introduced)</i></p> <p><i>Both Babergh and Mid Suffolk District Councils are keen to develop a parking strategy that provides a comprehensive route map with respect to the long-term approach to parking provision across the districts. The strategy at a high level needs to reflect national policy guidance as it applies to both the future of centres/high streets and sustainable transport and travel as well as patterns of demand.</i></p>
<p><b>What will the effect of the changes be?</b> <i>(Describe which people, communities, localities etc. will be affected by the changes)</i></p> <p><i>Ensuring the right level and types of car parking facilities, and the right controls are in place for their use, will help to support regeneration and enable development in and around the District's town centres as well as in rural villages. It is important to ensure that shoppers, tourists, visitors, residents, workers and commuters have access to sufficient, good quality, safe, welcoming parking opportunities.</i></p> <p><i>More specifically the parking strategy needs to provide a set of detailed recommendations as to the nature of future parking provision serving both the town centres and rural villages, and how operationally they will function.</i></p> <p><i>For Babergh District Council, the parking strategy is building on work previously undertaken in the form of the Joint Area Parking Management Plan (JAPMP) and the subsequent Babergh Car Parking Study Report which highlighted the increasing need to for a parking strategy for the medium to long term.</i></p> <p><i>For Mid Suffolk District Council, the parking strategy is the next logical step and again builds upon the work previously undertaken in the form of the JAPMP.</i></p> <p><i>The Councils are committed to developing a parking strategy that aligns with its Strategic Priorities as well as the United Nations Sustainability Goals.</i></p>
<p><b>How will it be implemented?</b> <i>(Describe the decision making process, timescales, process for implementation)</i></p> <p><i>The process for developing a parking strategy is expected to take approximately 14 months commencing now and culminating in an approved parking strategy by September 2022. There are various stages to the process including a number of</i></p>

### Equality Impact Assessment (EQIA)

consultations with key stakeholders. A detailed breakdown of the various stages to the timeline is shown in the table below.

<b><u>Task</u></b>	<b><u>Completion Date</u></b>
<b>STAGE 1 – investigation and data collection</b>	
Agree the Parking Strategy process with Joint Overview and Scrutiny Committee	28 June 2021
Draft pre-consultation document	Jun / Jul 2021
Cabinet meeting - agree process / costs and sign off	2 August 2021
Pre-consultation / key stakeholder engagement – virtual workshops etc	30 August 2021
Data Gathering including: <ul style="list-style-type: none"> <li>• legislative research</li> <li>• previous surveys</li> <li>• capacity</li> <li>• occupancy</li> <li>• churn</li> <li>• usage</li> <li>• costs</li> <li>• fees &amp; charges</li> </ul>	Aug to end Sep 2021
<b>STAGE 2 – creation of the strategy</b>	
Further consultation with key stakeholders	1 Sep 2021 to 31 Mar 2022
Draft strategy	30 Apr 2022
<b>STAGE 3 – governance process</b>	
Informal Cabinet discussion	May 2022
Public consultation – 21 days	
All member workshops	
Final draft strategy	Jun 2022
Overview and Scrutiny Committee	Jul /Aug 2022
Informal Cabinet discussion (EWC)	
Full Council	Sep 2022
Report to Cabinet	

**When is it due to start?** *(Planned start of new/revised policy/service)*

The aim is to have a finished parking strategy by the end of September 2022.

**Any other relevant details**

n/a

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<b>Data about the population</b>
<p><b>What is the demographic profile or make up of the community you are serving?</b> <i>(A brief overview of quantitative data used and qualitative research undertaken, including customer surveys and focus groups, plus links to reports, local or national data that you have used, suggested sources of information can be found at the end of this document)</i></p> <p>Suffolk Observatory Data for Mid Suffolk and Babergh District Council – shows that the Councils have an older demographic</p> <p>Suffolk Observatory <a href="https://www.suffolkobservatory.info/equality-impact-assessment/report/view/5e7fcef336be4fe8a386e2825c7095cf/SHA1">https://www.suffolkobservatory.info/equality-impact-assessment/report/view/5e7fcef336be4fe8a386e2825c7095cf/SHA1</a></p>
<p><b>What is the profile or make up of your service users by protected characteristics?</b> <i>(Where this data is available. If it is not currently available state any plans to collect this in future)</i></p> <p>Users of Town Centre Parking in both Babergh and Mid Suffolk Districts will be made up of both residents and visitors. We are not able to accurately profile the demographic of our Car Park users.</p> <p>Through the data analysis and survey work that will be undertaken by our consultants, it will be possible to understand possible types of journey that are made into Babergh and Mid Suffolk town centres such as commutes, shopping, and recreation.</p>

<b>Implications for communities and workforce</b>	
<b>Disability</b>	
<p>What is the impact on people with a disability (including children with additional needs) and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i></p>	<p>Special requirements may be needed for those with a disability to fully utilise the car parks. For example, in respect of the location of parking bays and the space required around the vehicles.</p> <p>The misuse of the blue badge scheme can limit the number of disabled spaces available.</p> <p>Some people with certain disabilities such as limb problems may have difficulty using car park machinery such as taking a ticket on entry or using a pay and display machine.</p> <p>Individuals suffering from dyslexia, those who are visually impaired or those with colour blindness may have difficulty reading the signs.</p> <p>Need to park close to facilities which means there is a need to park in restrictions. Different enforcement guidelines required.</p>

### Equality Impact Assessment (EQIA)

How does it have a positive or negative impact?	Positive - Improvements to the service will benefit all groups
What could be done to mitigate any adverse impact or further promote positive impact?	<p>Review of parking spaces allocation; ensuring adequate provision of disabled parking, spaces are of appropriate size and accessibility to be considered as part of the improvements we have planned (e.g. to surfaces, removing steps, improved signage taking into account all users).</p> <p>Blue Badge Holders will not be charged for parking in designated disabled bays, no change from current policy. A review of parking arrangements including a charging tariff to encourage different behaviours should help free up more available parking. By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks</p> <p>Ticket Machines are DDA compliant</p> <p>Guidelines used for design of signage i.e. font size, use of colour etc.</p> <p>Flexibility in applying enforcement rules for disabled drivers who need to park on a restriction.</p>
<b>Age</b>	
What is the impact on people of different ages and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<p>Elderly users of the car parks may not have a blue badge but may have special requirements and so find it more difficult to navigate into / out and around our car parks.</p> <p>Anti-social behaviour in our car parks, may impact the sense of security that car park users feel specifically the older and more vulnerable users.</p> <p>Those on Low Income may struggle to afford parking prices, this may deter them from regularly using the car</p>
How does it have a positive or negative impact?	A review of the service and car parking arrangements will have a positive impact.
What could be done to mitigate any adverse impact or further promote positive impact?	A review of parking spaces allocation ensuring adequate provision of spaces that are of appropriate size and accessibility to be considered as part of the improvements we have planned (e.g. to surfaces, Page 90 Parking Study removing steps, improved signage and taking into account all users). Also review of car park lighting, arboriculture etc.

### Equality Impact Assessment (EQIA)

<b>Sex (gender)</b>	
What is the impact on people of different genders and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	Females may feel vulnerable in the car parks if visibility is poor.
How does it have a positive or negative impact?	
What could be done to mitigate any adverse impact or further promote positive impact?	Ensure adequate lighting / CCTV.
<b>Gender reassignment</b>	
What is the impact on people who have undergone gender reassignment (i.e. transgender people) and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	No differential impact anticipated
How does it have a positive or negative impact?	
What could be done to mitigate any adverse impact or further promote positive impact?	By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks
<b>Marriage/civil partnership</b>	
What is the impact on people who are married or in a civil partnership and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	No differential impact anticipated
How does it have a positive or negative impact?	
What could be done to mitigate any adverse impact or further promote positive impact?	By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks
<b>Pregnancy/maternity</b>	
What is the impact on people who are pregnant women or those with a young child and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	Some pregnant women and those with small children may find it hard to get in and out of a car within a normal width parking bay.

### Equality Impact Assessment (EQIA)

How does it have a positive or negative impact?	Positive - Improvements to the service will benefit all groups
What could be done to mitigate any adverse impact or further promote positive impact?	Reviewing and ensuring provision of designated 'Parent and Child' spaces
<b>Race</b>	
What is the impact on people from different races or ethnic groups and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	No differential impact anticipated
How does it have a positive or negative impact?	
What could be done to mitigate any adverse impact or further promote positive impact?	By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks
<b>Sexual orientation</b>	
What is the impact on people according to their sexual orientation and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	No differential impact anticipated
How does it have a positive or negative impact?	
What could be done to mitigate any adverse impact or further promote positive impact?	By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks
<b>Religion/belief</b>	
What is the impact on people according to their religion or belief and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	Different faith groups may put pressure on parking requirements during specific hours of worship leading to ill feeling within the local community.
How does it have a positive or negative impact?	Positive - Improvements to the service will benefit all groups
What could be done to mitigate any adverse impact or further promote positive impact?	Ensure that the relevant stakeholders are involved as part of the consultation elements of the strategy process.

## Equality Impact Assessment (EQIA)

<b>Rurality</b>	
<b>Where people live is not a characteristic protected by law: but for Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.</b>	
<p>What is the impact on people according to whether they live in an urban or rural environment and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i></p>	<p>Those living in rural areas may have fewer transport options when accessing services and may therefore need to use a car. The review aims to optimise parking availability.</p> <p>People with electric vehicles living outside the local area may be concerned that the charge capacity of their vehicles is not sufficient enough to visit our town centres.</p>
<p>How does it have a positive or negative impact?</p>	<p>Charging will have an adverse impact on those who have to use a car to access town centres. The promotion of sustainable transport alternatives may have a positive impact.</p>
<p>What could be done to mitigate any adverse impact or further promote positive impact?</p>	<p>By applying the policy and changes to service provision and charging fairly and equitably to all vehicle owners who use the car parks. Improvements to car parks will have a positive impact on all users.</p> <p>Electric Vehicle Charging Points have been installed in 4 car parks across the Districts, with plans in place to install at a further 10 car parks across Babergh and Mid Suffolk.</p>

<b>Making Decisions</b>	
<b>Having completed this equality impact assessment indicate which decision is recommended to be taken.</b>	
<p>Should the policy or service be implemented as the correct course of action?</p>	Yes
<p>Should the policy or service be amended as suggested by the report so that mitigating actions are taken to address an adverse or negative impact on any characteristic?</p>	No
<p>Should the policy or service be reviewed and revised more significantly to take into account its impact on different groups?</p>	No

### Equality Impact Assessment (EQIA)

Should the policy or service not be actioned as there are too many negative impacts?	No
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<b>Monitoring Impact</b>	
Assessing the impact on equality is an ongoing process that does not end once a policy or service had been agreed or implemented.	
How frequently will the policy or service be reviewed?	Once the strategy is in place, it is anticipated that this will be reviewed every 5 years in line with the Councils Joint Local Plan.
Who will be involved?	Sharon Bayliss, Service Improvement Advisor, Environment & Commercial Partnerships  Cassandra Clements, Assistant Director, Environment & Commercial Partnerships.
Will there need to be an action plan completed for any amendments?	Yes
What further evidence or consultation will be needed to check that the policy or service is working well?	Continue to work with both the Mid Suffolk and Suffolk Disability Forums – seek feedback on a regular basis.

<b>Completion</b>	
Authors signature	
Date of completion	

Additional sources of data can be found on the following links:

<http://www.suffolkobservatory.info/Default.aspx>

<http://www.nomisweb.co.uk/>

<https://www.ons.gov.uk/>

<http://suffolkcf.org.uk/publications/hidden-needs-2016/>

<https://www.nao.org.uk/>

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