

Equality Impact Assessment (EQIA)

The characteristics protected by the Equality Act 2010 are:

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

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	
Service or policy title	Babergh and Mid Suffolk Parking Strategy
Lead officer <i>(responsible for the policy or service/function)</i>	Fiona Duhamel, Director Economic Growth & Climate Change
Officers carrying out the EQIA <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, Operations
Is this new or a revision? <i>(If revision state when previous EQIA undertaken)</i>	New
Is this the first time this policy or function has been assessed?	No
Date of completing this EQIA	30 th August 2022

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Description					
<p>What exactly is proposed? <i>(Describe the service/policy and the changes that are being planned)</i></p> <p>To develop Babergh and Mid Suffolks first parking strategy.</p>					
<p>Why? <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>What will the effect of the changes be? <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>The approval of the Joint Area Parking Management Plan (JAPMP), the subsequent Babergh Car Parking Study Report and the council’s climate emergency declaration has highlighted the increasing need to develop a parking strategy that provides a comprehensive route map with respect to the long-term approach to parking provision.</i></p> <p><i>The strategy at a high level needs to reflect national policy guidance as it applies to both the future of town and village centres, sustainable travel, and transport as well as patterns of demand. The parking strategy must also align with the councils Strategic Priorities, the United Nations Sustainability Goals and the goals of Central Government e.g ten-point plan for a green industrial revolution, to ensure consistency.</i></p>					
<p>How will it be implemented? <i>(Describe the decision-making process, timescales, process for implementation)</i></p> <p><i>The process for developing a parking strategy has taken 14 months beginning in July 2021. There are various stages to the process, a detailed is shown in the table below.</i></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 70%; padding: 5px;"><u>Task</u></th> <th style="width: 30%; padding: 5px;"><u>Completion Date</u></th> </tr> </thead> <tbody> <tr style="background-color: #e0f0ff;"> <td style="padding: 5px;">STAGE 1 – investigation and data collection</td> <td style="padding: 5px;"></td> </tr> </tbody> </table>		<u>Task</u>	<u>Completion Date</u>	STAGE 1 – investigation and data collection	
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STAGE 1 – investigation and data collection					

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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"> • legislative research • previous surveys • capacity • occupancy • churn • usage • costs • fees & charges 	Aug to end Sep 2021
STAGE 2 – creation of the strategy	
Further consultation with key stakeholders	1 Sep 2021 to 31 Mar 2022
Draft strategy	30 Apr 2022
STAGE 3 – governance process	
Informal Cabinet discussion	May / Jun 2022
Public consultation	
All member workshops	
Final draft strategy	Jul 2022
Overview and Scrutiny Committee	Aug /Sep 2022
Informal Cabinet discussion (EWC)	
Report to Cabinet	Oct 2022
<p>When is it due to start? <i>(Planned start of new/revised policy/service)</i></p> <p>The aim is to have developed a parking strategy by October 2022 which will then act as a framework for future parking ambitions. The strategy will help to support other initiatives & policies such as planning, sustainable travel etc.</p>	
<p>Any other relevant details</p> <p>There will be financial implications in respect of delivering the recommendations included within the parking strategy. The need for a comprehensive, robust and focused implementation plan is crucial to the parking strategy's success. Where there are significant cost implications, a detailed business case will be required, and approval sought through the council's governance process.</p> <p>Whilst the parking strategy covers the 20-year period, 2022 to 2042, there will be a need to review in 3–5-years dependent on local economic and global factors, technological advancements etc.</p>	

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Data about the population
<p>What is the demographic profile or make up of the community you are serving? <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 https://www.suffolkobservatory.info/equality-impact-assessment/report/view/5e7fcef336be4fe8a386e2825c7095cf/SHA1</p>
<p>What is the profile or make up of your service users by protected characteristics? <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 residents, visitors and commuters. We are not able to accurately profile the demographic of our car park users.</p> <p>Through the data analysis and survey work undertaken by our consultants, it is possible to understand the types of journeys that are made into Babergh and Mid Suffolk town centres such as commutes, shopping, and recreation.</p>

Implications for communities and workforce	
Disability	
<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>Individuals with certain disabilities may have difficulty using car park machinery i.e. 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 and / or pay and display machines..</p> <p>There may be a need to park close to facilities / amenities where there are on-street restrictions in place which are different to those restrictions in council own car parks.</p>

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How does it have a positive or negative impact?	Positive – as improvements to the parking service will benefit all groups
What could be done to mitigate any adverse impact or further promote positive impact?	<p>Review of parking space allocation; ensuring adequate provision of disabled parking, spaces are of an appropriate size and accessibility is considered as part of the improvements planned (e.g., surfaces, removing steps, improved signage considering 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 where there are restrictions in place.</p>
Age	
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 receive dispensation, but still 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 deterring them from regularly use of a 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 for everyone.
What could be done to mitigate any adverse impact or further promote positive impact?	A review of parking space 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., surfaces, removing steps, improved signage and considering all users). Also review of car park lighting, arboriculture etc.
Sex (gender)	
What is the impact on people of different genders and what evidence do you have? <i>(If you</i>	Females may feel vulnerable in the car parks if visibility / lighting is poor.

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<i>do not believe there is any impact describe why not)</i>	
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.
Gender reassignment	
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
Marriage/civil partnership	
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
Pregnancy/maternity	
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.
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	Reviewing and ensuring provision of designated 'Parent and Child' spaces

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or further promote positive impact?	
Race	
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
Sexual orientation	
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
Religion/belief	
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?	All members of the public were invited to be a part of the consultation process through two online questionnaires.

Rurality

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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.	
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>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 to visit our town centres.</p>
How does it have a positive or negative impact?	Charging will have an adverse impact on those who must use a car to access town centres. The promotion of sustainable transport alternatives may have a positive impact.
What could be done to mitigate any adverse impact or further promote positive impact?	<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 6 car parks across the districts (20 EV charge points), with plans in place to install at a further 12 car parks across Babergh and Mid Suffolk.</p>

Making Decisions	
Having completed this equality impact assessment indicate which decision is recommended to be taken.	
Should the policy or service be implemented as the correct course of action?	Yes
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?	No
Should the policy or service be reviewed and revised more significantly to take into account its impact on different groups?	No
Should the policy or service not be actioned as there are too many negative impacts?	No

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Monitoring Impact	
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 3-5 years, but will be very much dependent on local economic and global factors, technological advancements etc.
Who will be involved?	Sharon Bayliss, Service Improvement Advisor, Operations Sarah Gilson, Parking Services Manager Fiona Duhamel, Director, Economic Growth and Climate Change
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.

Completion	
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/>