

Colchester Borough Council

Equality Impact Assessment Form - An Analysis of the Effects on Equality

Section 1: Initial Equality Impact Assessment

Note: This document may be read in conjunction with the relevant section on the Council's website which can be found at www.colchester.gov.uk > Residents > Parking and Travel > Resident and Visitor Parking Permits

Name of policy to be assessed:

- Parking Permits

1. What is the main purpose of the policy?

- To ensure that there is an agreed, fair and transparent, process by which parking permits are allocated to residents, visitors and carers within parking restricted areas of the Colchester borough.

2. What main areas or activities does it cover?

- Resident, visitor and carer parking within restricted parking areas.

3. Are there changes to an existing policy being considered in this assessment? If so what are they?

- The Resident Parking Permit for Carers is new. Customers apply direct and explain their circumstances and needs.
- The *online* Visitors Parking Permit is new as are new arrangements which include pricing differentiation (10 'virtual' permits cost £10 whereas 10 paper permits cost £15)

Existing arrangements are also reviewed as part of this EqIA which include:

- Resident Parking Permit and the latest pricing arrangements for these permits – being £60 p.a. for the first permit and £75 p.a. for additional permits.

- Resident Parking Permit (Disabled Drivers) – these are free of charge but require proof of disability from a GP

4. Who are the main audience, users or customers who will be affected by the policy?

- Residents of Colchester borough who live in parking restricted areas as well as their visitors and carers.

5. What outcomes do you want to achieve from the policy?

- Open, fair and transparent processes and pricing

6. Are other service areas or partner agencies involved in delivery? If so, please give details below:

- The policy is part of and consistent with NEPP arrangements which affect those authorities within the scheme.

7. Are you aware of any relevant information, data, surveys or consultations¹ which help us to assess the likely or actual impact of the policy upon customers or staff?

- Information on available permits is available on the Council website which has been referred to in this assessment.
- Data analysis has not been incorporated into this EqlA although a review date has been arranged for 2016 to allow this to take place as a means of assessing impacts upon vulnerable groups including those that fall within the Equality Act's 'protected characteristics'.

8. The 'general duty' states that we must have "due regard" to the need to:

(a) eliminate unlawful discrimination, harassment and victimisation

(b) advance equality of opportunity between people who share a 'protected characteristic'² and those who do not³

¹Click on [surveys or consultations](#) for more information. The Council's surveys and consultations include 'equality monitoring information' to help us identify any particular concerns or views expressed by any particular group or 'protected characteristic'. It can also help us to assess how representative of our customers the respondent group is. Local Data on the Protected Characteristics is available [on this page](#) of the Hub.

²The Equality Act's 'protected characteristics' include age, disability, gender reassignment, pregnancy and maternity, race, religion or belief and sex and sexual orientation. It also covers marriage and civil partnerships, but not for all aspects of the duty.

³This involves having due regard, in particular, to the need to: (a) remove or minimise disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it, and (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

(c) foster good relations between people who share a protected characteristic and those who do not⁴

Not all policies help us to meet the ‘general duty’, but most do.

Where applicable, explain how this policy helps us to meet the ‘general duty’:

The policy helps us to ‘eliminate unlawful discrimination, harassment and victimisation’ in the following way(s):

- Fair and transparent arrangements and processes help to guard against unlawful discrimination.

The policy helps us to ‘advance equality of opportunity...’ in the following way(s):

- The policy helps to advance ‘equality of opportunity’ for people who have need of care and support including but not limited to older people and people with a disability.

The policy helps us to ‘foster good relations...’ in the following way(s):

- No specific benefit has been identified for this section

9. This section helps us to identify any disproportionate impacts. Please indicate in the table below whether the policy is likely to particularly benefit or disadvantage any of the ‘protected characteristics’.

‘Protected characteristic’ group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
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⁴ This involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Age	Older people (60+)	X	<p>This group is more likely to experience disability and require care and support at home. Policy arrangements are sufficiently flexible, and an appropriate degree of discretion is included, to ensure that this group's needs are likely to be met.</p>		<p>There may be a <i>perception</i> that, as customers are encouraged to use 'self-service' (web-based access to Council services), this group could be disadvantaged.</p> <p>Whilst it is generally perceived that older people are less likely to use IT in their daily routines, research indicates that this group tends to want to acquire or improve IT skills in order to enhance quality of life.</p> <p>The University of Sheffield COBALT (Challenging Obstacles and Barriers Assisted Living Technology) Research Team reported that older people recognise the benefits and convenience that devices such as smart or mobile phones, tablets and computers offer, and are keen to find ways that enable them to continue doing the things that are important to them and which meet their needs.</p> <p>The main requirement for this age group is that the technology is easy to use, which is a principle that the Council applies across all age ranges. We provide clear guidance on functionality and accessibility whilst continuing to engage with Age UK and other organisations that offer support.</p>

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
	Younger people (17-25) and children (0-16)		No specific impacts identified		No specific impacts identified
Disability	Physical	X	<p>The policy contains specific provision for this group through the Resident Parking Permit (Disabled Drivers) which is free of charge but requires proof of disability from a GP.</p> <p>The Resident Parking Permit for Carers is new. Customers apply direct and explain their circumstances and needs. Arrangements are sufficiently flexible, and an appropriate degree of discretion is included, to ensure that this group's needs are likely to be met.</p>		No specific impacts identified
	Sensory	X	As above	X	The policy includes a move towards on-line forms and 'virtual' visitors' permits which could potentially disadvantage this group.
	Learning	X	As above		No specific impacts identified
	Mental health issues	X	As above		No specific impacts identified
	Other – <i>specify</i>		No specific impacts identified		No specific impacts identified
Ethnicity ⁵	White		No specific impacts identified		No specific impacts identified
	Black		No specific impacts identified		No specific impacts identified
	Chinese		No specific impacts identified		No specific impacts identified

⁵ National Census 2011 categories are: Bangladeshi, Indian, Pakistani, Other Asian (Asian or Asian British), African, Caribbean, Other Black (Black or Black British), White and Black African, White and Asian, White and Black Caribbean (Mixed), British, Irish, Other White (White), Chinese, Other (Other Ethnic Group).

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
	Mixed Ethnic Origin		No specific impacts identified		No specific impacts identified
	Gypsies/ Travellers		No specific impacts identified		No specific impacts identified
	Other – <i>please state</i>				No specific impacts identified
Language	English not first language		No specific impacts identified	X	Customers who do not have English as a first language could potentially be disadvantaged by the policy whose literature and online guidance is provided in English.
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks		No specific impacts identified		No specific impacts identified
Religion or Belief	People with a religious belief (or none)		No specific impacts identified		No specific impacts identified
Sex	Men		No specific impacts identified		No specific impacts identified
	Women		No specific impacts identified		No specific impacts identified
Gender Reassignment ⁶	Transgender/ Transsexual		No specific impacts identified		No specific impacts identified
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian		No specific impacts identified		No specific impacts identified
Marriage and Civil Partnership	People who are married or in a civil partnership		No specific impacts identified		No specific impacts identified

⁶ The protected characteristic of gender reassignment is defined by the Equality Act 2010 as “a person proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.” This is a personal process that may involve medical interventions such as counselling, psychotherapy, hormone therapy or surgery, but does not have to. NB: It is generally held that transgender people disguise their features or clothing to resemble their preferred sex, whereas transsexual people wish to change their body to completely resemble their preferred sex.

10. If you have identified any negative impacts (above) how can they be minimised or removed?

Disability (sensory) - The policy includes a move towards on-line forms and ‘virtual’ visitors’ permits which could potentially disadvantage this group.

The Council’s website includes various accessibility tools including Browse-Aloud which is particularly helpful for those who have visual impairments (and also for those who are dyslexic). Through this feature, text is ‘read’ to the customer for free from a Smartphone, Tablet, PC or Mac. In addition, the ‘assisted service’ can provide help and assistance on the telephone, and customers with a hearing impairment can access text talk services for additional help.

Language - Customers who do not have English as a first language could potentially be disadvantaged by the policy whose literature and online guidance is provided in English.

Accessibility options on the Council’s website include ‘Google Translate’ which can be applied by the customer to text and forms. Additional translation services can be accessed by Council staff on behalf of customers.

11. Could the policy discriminate⁷ against any ‘protected characteristic’, either directly or indirectly⁸?

(Please read the footnotes below before completing this section.)

- No

⁷ The Council has a general duty to ‘eliminate unlawful discrimination, harassment and victimisation’. Direct discrimination occurs when a person is treated less favourably than another in a comparable situation because of their ‘protected characteristic’ whether on grounds of age, disability, pregnancy and maternity, ethnicity; religion or belief; sex (gender), sexual orientation, or marriage and civil partnership. Indirect discrimination occurs when an apparently neutral provision or practice would nevertheless disadvantage people on the grounds of their ‘protected characteristic’.

⁸ If you answer ‘yes’ to question 11 (above) you will need to complete this section *and* go on to complete Section 2 in order to conduct a full Equality Impact Assessment.

Summary and findings of Initial Equality Impact Assessment

12. Please put a tick in the relevant box to confirm your findings, and what the next step is:

Findings	Action required
No negative impacts have been identified <input type="checkbox"/>	Sign off screening and finish.
Negative impacts have been identified but have been minimised or removed X	Sign off screening and finish.
Negative impacts could not be minimised or removed <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.
There is insufficient evidence to make a judgement. <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.

13. Name and job title of person completing this form:

- Christine Belgrove and Andrew Harley

14. Date of completion:

- July 2015

15. Date for update or review of this screening:

- July 2016