

## Colchester Borough Council

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

#### Section 1: Initial Equality Impact Assessment

Name of policy to be assessed: North Essex Parking Partnership

1. What is the main purpose of the policy?

- To provide a comprehensive, efficient and customer responsive parking service for the areas covered by the North Essex Parking Partnership

2. What main areas or activities does it cover?

- Development of all parking strategies and policies
- Management of car parks
- Enforcement of on and off-street parking regulations
- Back office support systems for all parking service operations

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

This EqIA takes account changes introduced by the [Deregulation Act 2015](#), new [Duty Guidance](#) relating to the Traffic Management Act 2004 and [Operational Guidance](#). These relate to various provisions including the following:

- Reviews of Traffic Regulation Orders
- Petitions regarding local parking regulations
- Use of CCTV cars
- Operational Enforcement Regulations

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

- All residents and visitors to the District Council areas covered by the North Essex Parking Partnership (people using car parks, provided or restricted parking spaces, permits or dispensations, building, information, signage and machines)
- All partner authorities and organisations

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

- Full compliance with the relevant legislation and guidance
- Fair and transparent delivery of services to all users
- Fair and equal treatment for all people across the so-called ‘protected characteristics’ of the Equality Act 2010, including people with disabilities
- To enable NEPP staff to be well-informed and motivated, and to help ensure their safety.

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

- Braintree District Council
- Uttlesford District Council
- Epping Forest District Forest
- Harlow District Council
- Tendring District Council
- Essex County Council
- Colchester Borough Council

7. Are you aware of any relevant information, data, surveys or consultations<sup>1</sup> which help us to assess the likely or actual impact of the policy upon customers or staff? *If so, provide details and include a link to the document or source where available.*

- This EqIA takes into account feedback from service users and views from consultations.

8. The ‘general duty’ states that we must have “due regard” to the need to:

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<sup>1</sup>Click on [Customer Insight](#) 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 Sharepoint.

- (a) eliminate unlawful discrimination, harassment and victimisation
- (b) advance equality of opportunity between people who share a 'protected characteristic'<sup>2</sup> and those who do not<sup>3</sup>
- (c) foster good relations between people who share a protected characteristic and those who do not<sup>4</sup>

*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):

- The policies and practices of the NEPP help to achieve this aim. For example, car parks are adapted for ease of use for Blue Badge holders using technology and sensible design to help ensure there is no unlawful discrimination. In addition, policies and practices, such as the introduction of body worn cameras, help to reduce and minimise the level of harassment against NEPP staff.

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

- Flexible provision makes use of easy access bays for Blue Badge holders, exemption from maximum stays for people who are less mobile, alternative forms of payment and systems. These can help advance equality of opportunity for affected groups.

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

- It is not held that the policy specifically helps to achieve this aim.

9. The Council has an important role in improving residents' health under the Health and Social Care Act 2012. This relates to both its 'core functions' (such as housing, leisure, green spaces and environmental health) and to its 'enabling roles' (such as economic

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<sup>2</sup>Click on [Customer Insight](#) 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 Sharepoint.

<sup>3</sup>Click on [Customer Insight](#) 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 Sharepoint.

<sup>4</sup>Click on [Customer Insight](#) 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 Sharepoint.

development, planning and engaging with communities)<sup>5</sup>. The Council recognises that its Public Sector Equality Duty and its role in improving health are interrelated and mutually supportive. This is especially true across the 'protected characteristics' of age and disability.

*"Health inequalities are the unjust and avoidable differences in people's health across the population. They come from the unequal distribution of income, wealth and power and influence the wider determinants of health such as work, education, social support and housing. Currently, in England people living in the least deprived areas will live around 20 years longer in good health than those in the most deprived areas. Reducing health inequalities means giving everyone the same opportunities to lead a healthy life, no matter where they live or who they are."*

*Where applicable, explain how this policy helps us to improve health/reduce health inequalities for residents:*

**This theme does not specifically help to improve health inequalities as it details various budget savings proposals.**

- The North Essex Parking Partnership help to ensure that healthcare is accessible to all by ensuring clearways and restrictions surrounding hospitals/doctors surgeries are kept clear.
- A permit is in place to allow free parking for NHS workers within car parks whilst on duty.
- We issue carers permits to individuals who require visits to their properties for health purpose, as well as carers permits to authorities who need to access residential permit areas to perform their duties and assist those in need.
- Disabled bays are strategically placed to ensure that those who need access to more convenient parking have the option available to them.

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<sup>5</sup> The King's Fund: [The district council contribution to public health: a time of challenge and opportunity, 2015](#)

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

Remember to include reference to any relevant consultation, data or information.

'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+)	No	No specific positive impacts have been identified for this group.	No	No specific negative impacts have been identified for this group.
	Younger people (17-25) and children (0-16)	No	As above	No	As above
Disability	Physical	Yes	By adapting the car parks for ease of use for people with disabilities using technology and sensible design.	Yes	Without services being tailored to meet the needs of people with disabilities, this group could be disadvantaged. See section 11 for details.
	Sensory	Yes	As above	Yes	As above
	Learning	Yes	As above	Yes	As above
	Mental health issues	No	No specific positive impacts have been identified for this group	No	No specific negative impacts have been identified for this group.
	Other – specify				
Ethnicity <sup>6</sup>	White	No	No specific positive impacts have been identified for this group.	No	No specific negative impacts have been identified for this group. N/A
	Black		As above	Yes	People from Black Minority Ethnic groups may be more likely not to have English as a first language. See relevant section on 'language' within section 11 below. N/A
	Chinese		As above	No	As above
	Mixed Ethnic Origin		As above	No	As above

<sup>6</sup> 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
	Gypsies/ Travellers		NEPP works with the Essex Travellers' Unit in order to co-ordinate an effective and appropriate response.		NEPP works with the Essex Travellers' Unit in order to co-ordinate an effective and appropriate response.
	Other – <i>specify</i>	No	N/A	No	N/A
Language	English not first language		NEPP officers access different translation services in order to prevent unfair treatment or discrimination towards people who do not have English as a first language.	Yes	Without translation services being available for staff to access, this group could be disadvantaged. See section 11 for details.
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks		No specific negative impacts have been identified for this group.		No specific negative impacts have been identified for this group.
Religion or Belief	People with a religious belief (or none)		No specific negative impacts have been identified for this group. N/A		No specific negative impacts have been identified for this group.
Sex	Men		No specific negative impacts have been identified for this group. N/A		No specific negative impacts have been identified for this group.
	Women		No specific negative impacts have been identified for this group. N/A		No specific negative impacts have been identified for this group. .
Gender Reassignment <sup>7</sup>	Transgender/ Transsexual		No specific negative impacts have been identified for this group. N/A		No specific negative impacts have been identified for this group.
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian		No specific negative impacts have been identified for this group. N/A		No specific negative impacts have been identified for this group.
Marriage and Civil Partnership	People who are married or in a civil partnership		N/A		No specific negative impacts have been identified for this group.

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<sup>7</sup> 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.

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

Protected Characteristic	Potential negative impact	What we do to minimise/ remove impact
Disability Physical, sensory, learning	Without services being tailored to meet the needs of people with disabilities, this group could be disadvantaged. See section 10 for details.	We adapt car parks for ease of use for people with disabilities by using technology and sensible design. This includes the provision of: <ul style="list-style-type: none"> <li>• wider and deeper access bays</li> <li>• access bays nearer the exits</li> <li>• additional time allowed</li> <li>• free of charge concessions</li> <li>• touch-sensitive payment machines as equipment is upgraded</li> </ul> Note that the Blue Badge scheme also allows holders to park on double yellow lines for 3 hours in most circumstances, in Residents Parking Areas and in Limited Waiting Bays.
Race Gypsies/ Travellers	Without a co-ordinated response, this group could be disadvantaged. See section 10 for details.	NEPP works with the Essex Travellers' Unit in order to co-ordinate an effective and appropriate response in cases of parking enforcement for this group.
Race English not first language	Without translation services being available for staff to access, this group could be disadvantaged. See section 10 for details.	NEPP officers access different translation services in order to prevent unfair treatment or discrimination towards people who do not have English as a first language. This includes instant telephone translation services as well as web-based, face to face and text translation services, all of which may be accessed by officers as appropriate to the circumstances.

12. Could the policy discriminate<sup>8</sup> against any 'protected characteristic', either directly or indirectly<sup>9</sup>? (Yes/No)

<sup>8</sup> 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'.

No

### Summary and findings of Initial Equality Impact Assessment

13. 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.
<b>Negative impacts have been identified but have been minimised or removed X</b>	<b>Sign off screening and finish.</b>
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.

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

Emma Day, Office Manager

15. Date of completion:

15/2/2021

16. Date for update or review of this screening<sup>10</sup>:

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<sup>9</sup> If you answer 'yes' to question 11 (above) you will need to complete the following section *and* go on to complete Section 2 in order to conduct a full Equality Impact Assessment.

<sup>10</sup> This is normally three years, but not always: You may know that the policy itself will be reviewed earlier in which case the EqIA should be reviewed at that time. Or, in the case of a five year strategy, you may want to have a review date of five years. In the case of a "one off" decision, such as closing a service, a review date may not be needed - in which case you should indicate 'N/A'. In any event, the review date should be brought forward if you receive information or feedback which raises new concerns, or if the public policy context changes. You can speak to the [Equality and Safeguarding Co-ordinator](#) for more advice.



*If you have selected A or B (above), you have completed the assessment and can remove this paragraph and everything that appears below. In this case please:(a) send a copy to the relevant Assistant Director and the Equality and Safeguarding Officer; (b) arrange for it to be published on the Council's website [here](#) (under the relevant service area heading); and (c) update the Corporate Spreadsheet by clicking [here](#) and selecting and updating the first document. If you have selected C or D (above), you must complete Section Two (below).*

## Section 2: Full Equality Impact Assessment

### Where there is a negative impact which has not been minimised or removed

17. If you have identified negative impact(s) on the ‘protected characteristics’ that have not been minimised or removed, is this considered to be ‘a proportionate means of achieving a legitimate aim’<sup>11</sup>? If yes, state how:

*If a negative impact cannot be minimised or removed and cannot be objectively justified as being ‘a proportionate means of achieving a legitimate aim’, the policy should not be implemented as it could unlawfully discriminate.*

### Where there is insufficient evidence to make a judgement

*If you identified that there was insufficient evidence to make a judgement on whether there are any negative impacts on the ‘protected characteristics’, please complete the first column of the Action Plan below.*

### Engagement and Consultation Action Plan

		Details of Planned Engagement	Date for Review	Summary of findings
Age	Older people (60+)			
	Younger people (17-25) and children (0-16)			
Disability	Physical			
	Sensory			
	Learning			

<sup>11</sup> This phrase is taken from sections 15 and 19 of the Equality Act 2010. ‘Positive action’, benefitting one or more ‘protected characteristic’(s), may result in a disproportionate negative impact upon another, but this may be justified as being ‘a proportionate means of achieving a legitimate aim’. The need to balance a budget can constitute a “legitimate aim”. Contact the Equality and Safeguarding Co-ordinator for more information or look at the [Equality and Human Rights Commission](#) webpage under “objective justification”.

		Details of Planned Engagement	Date for Review	Summary of findings
	Mental health issues			
	Other – <i>specify</i>			
Ethnicity	White			
	Black			
	Chinese			
	Mixed Ethnic Origin			
	Gypsies/ Travellers			
	Other – <i>specify</i>			
Language	English not first language			
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks			
Religion or Belief	People with a religious belief (or none)			
Sex	Men			
	Women			
Gender Reassignment	Transgender/ Transsexual			
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian			
Marriage and Civil Partnership	People who are married or in a civil partnership			

*If your answer to question 16 (above) is ‘no’, this policy could be unlawfully discriminatory against a ‘protected characteristic’. You should not implement this policy. Otherwise, you may implement the policy, taking care to review its impact based on planned engagement. The Review should be carried out within 6 months from the date of this Full Impact Assessment, at which point a further Review may or may not be required depending on whether you have collected sufficient evidence.*

## Summary and findings of Full Equality Impact Assessment

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

Findings	Action required
Likely negative impacts have been identified but are considered to be a proportionate means of achieving a legitimate aim. <input type="checkbox"/>	Sign off and finish.
Further planned engagement with equality target groups will take place in order to gain sufficient evidence to make a judgement on impact. <input type="checkbox"/>	Sign off and review within 6 months.
Planned engagement has taken place: No likely negative impacts have been identified. <input type="checkbox"/>	Sign off and finish.
Planned engagement has taken place: Likely negative impacts have been identified but have been minimised or removed. <input type="checkbox"/>	Sign off and finish.
The policy could be unlawfully discriminatory and will not be implemented. <input type="checkbox"/>	Finish without signing off.

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

20. Date of completion:

21. Date for update or review of this screening:

*If you have now signed off this full assessment, please (a) send a copy to the relevant Head of Service and the Equality and Safeguarding Officer (b) arrange for it to be published on the Council's website [here](#) (under the relevant service area heading) and (c) update the Corporate Spreadsheet by clicking [here](#) and selecting and updating the first document.*