

Portfolio Holder Decisions/Leader Decisions

Date: Friday 28 July 2023

Time: 12.00 pm

Membership

Councillor Isobel Seccombe OBE

Councillor Peter Butlin

Items on the agenda: -

- | | |
|---|--------|
| 1. Health Visiting Public Consultation | 3 - 8 |
| 2. Pay and Display Machines | 9 - 34 |

Monica Fogarty
Chief Executive
Warwickshire County Council
Shire Hall, Warwick

To download papers for this meeting scan here with your camera



Disclaimers

Webcasting and permission to be filmed

Please note that this meeting will be filmed for live broadcast on the internet and can be viewed on line at warwickshire.public-i.tv. Generally, the public gallery is not filmed, but by entering the meeting room and using the public seating area you are consenting to being filmed. All recording will be undertaken in accordance with the Council's Standing Orders.

Disclosures of Pecuniary and Non-Pecuniary Interests

Members are required to register their disclosable pecuniary interests within 28 days of their election of appointment to the Council. Any changes to matters registered or new matters that require to be registered must be notified to the Monitoring Officer as soon as practicable after they arise.

A member attending a meeting where a matter arises in which they have a disclosable pecuniary interest must (unless they have a dispensation):

- Declare the interest if they have not already registered it
- Not participate in any discussion or vote
- Leave the meeting room until the matter has been dealt with
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

Non-pecuniary interests relevant to the agenda should be declared at the commencement of the meeting.

The public reports referred to are available on the Warwickshire Web
<https://democracy.warwickshire.gov.uk/uuCoverPage.aspx?bcr=1>

Public Speaking

Any member of the public who is resident or working in Warwickshire, or who is in receipt of services from the Council, may speak at the meeting for up to three minutes on any matter within the remit of the Committee. This can be in the form of a statement or a question. If you wish to speak please notify Democratic Services in writing at least two working days before the meeting. You should give your name and address and the subject upon which you wish to speak. Full details of the public speaking scheme are set out in the Council's Standing Orders.

COVID-19 Pandemic

Any member or officer of the Council or any person attending this meeting must inform Democratic Services if within a week of the meeting they discover they have COVID-19 or have been in close proximity to anyone found to have COVID-19.

Portfolio Holder Decision Health Visiting Public Consultation

Portfolio Holder	Leader of the Council
Date of decision	28 July 2023
	Signed

1. Decision taken

That the Leader of the Council

- 1.1 Approves the engagement in public consultation in relation to the delivery of the 0-5 Public Health Nursing Service and the development of a Section 75 Partnership Agreement between Warwickshire County Council and South Warwickshire University Foundation Trust

2. Reasons for decisions

- 2.1 The current 0 - 5 Public Health Nursing Service is delivered by South Warwickshire University Foundation Trust (SWUFT) via a contract for services with the Council which expires on 31st March 2024.
- 2.2 The Council are considering options for the future commissioning and delivery of this service from April 2024. One of the options being explored is entering into a partnership agreement with SWUFT under section 75 of the NHS Act 2006, under which commissioners can delegate health visitor functions (s6C NHS Act 2006 and Part 2 of the Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013) to SWUFT.
- 2.3 The Council can enter into a partnership agreement with SWUFT providing:
- The Council is satisfied that the arrangements are likely to lead to an improvement in the way in which those functions are exercised; and
 - The Council and SWUFT have jointly consulted people likely to be affected by such arrangements
- 2.4 Entering into a S75 partnership agreement will allow the Council and SWUFT to work together in a more coordinated way to integrate the delivery of 0-5 health and care services, reduce duplication of support and create efficiencies, be responsive to changes in population size and increasing complexity of need.
- 2.5 Market testing indicates that there is a limited provider market with no other NHS Providers expressing an interest in the delivering the 0 – 5 PH Nursing Service. Due to the limited market and the benefits associated with the development of a S75 Partnership Agreement, the decision has been made to explore this

- opportunity.
- 2.6 A Portfolio Holder/Leader of the Council decision is required to commence this joint consultation. The results of the consultation will be used to inform the redesign of services and future commissioning arrangements for Health Visiting. Should a Section 75 partnership agreement be recommended, the decision will be made by Cabinet. The aim of this consultation is to jointly work with SWUFT to inform and shape the redesign of the Health Visiting Service in Warwickshire to make best use of the resources available and deliver the right service at the right time.
- 2.7 Through the consultation, commissioners aim to understand:
- People's views on these proposals
 - How these proposals may impact on service users, potential service users and stakeholders
 - Consider alternative options and how concerns can be mitigated
 - Consider the specific equality impacts and any mitigation
- 2.8 The proposals have been developed over the past 18 months and informed by engagement with Warwickshire families, customers and key organisations working with Health Visiting Services within Warwickshire. Consultation is an opportunity to share these proposals and to inform the redesign and future commissioning of services.
- 2.9 Commissioners are jointly consulting following the Council's consultation guidance. The consultation will be conducted by the Council and SWUFT whilst the proposal is still at a formative stage and the consultation will provide enough detail to permit intelligent consideration and response. The consultation will be informed by an Equality Impact Assessment (EQIA) to ensure commissioners have regard to:
- Protected characteristics
 - Be clear and concise about the purpose of the consultation,
 - Provide adequate time for response,
 - Take the results conscientiously into account
 - Publish the results with feedback on how the results were used.
- 2.10 Those being consulted will include Warwickshire residents, service users and potential service users and key stakeholders such as:
- Midwifery and Maternity Services, GPs, Allied health professionals and children's health services within SWUFT
 - WCC staff in Public Health, Children's services including social workers in early help and safeguarding, education colleagues including early Years and SEND
 - Voluntary and community sector organisations
 - Relevant commissioned services including School Nurses and Staff from Children and Family Centre Providers within the market
 - Early Years Settings and Schools
 - CWPT Rise and Children's LD and A Services
 - District and Borough Councils

2.11 Consultation will be carried out through the use of the Ask Warwickshire survey. In addition to this, commissioners will deliver stakeholder workshops, outreach with seldom heard groups, service users and potential service users who may be less likely to engage

Consultation Timeframe	
05/06/23 – 07/06/23	Consultation Design
28/07/23	Leader decision date
14/08/23	Start of consultation (with call in assumed)
11/09/23	Mid-Point Review
29/09/23	Close of consultation
02/10/23 – 01/11/23	Analysis of Consultation Results
23/01/24	Cabinet Decision

3. Background information

3.1 Between January and September 2021, commissioners delivered 34 virtual focus groups with over 193 Healthy Child Program (HCP) partners in Warwickshire, two online surveys for GPs and early years staff. In addition to this, 314 parents/carers voices were captured through face-to-face interviews and an online survey. This consultation was carried out to inform the re-commissioning of the 0-5 Public Health Nursing Service. The consultation highlighted the following themes that can be summarized into 5 key areas:

- Service integration, closer alignment and collaborative working with other 0-5 partners was seen as top priority for both families and frontline staff in order to streamline more coordinated support for families, improve efficiency and reduce duplication
- The need was recognized for prevention, early intervention and a locality targeted approach based on existing inequalities.
- Value driven: Strengths based service that is person centered, where families feel understood and empowered.
- Mental Health Support: Awareness and access to support in a tailored timely manner. Being able to navigate support and feeling heard.
- Understanding the role of the Health Visiting service and that this is communicated well to families in the right formats and in easy-to-understand language.

3.2 Entering into a S75 partnership agreement will allow the Council and SWUFT to work together in a more coordinated way to address the ambitions highlighted above. The benefits of developing a S75 Partnership Agreement with SWUFT are outlined below:

- Brings the organisations together in equal partnership and provides the opportunity for greater integration across Council and NHS services including early help, midwifery and children and family centres. This should improve transitions of care and information sharing
- Facilitates joint decision making and allocation of resources to allow for flexibility, adaptability, innovation, and co-ordination of services to optimise efficiency and reduce duplication. This agreement would allow pooled budgets and delegated authority where appropriate to support integrated delivery.

- Stability and continuity for the staff team and service delivery. This is particularly important given the current challenges associated with national workforce shortages of Health Visitors, which is impacting recruitment and retention of staff.

3.3 There are significant strategic considerations that need to be addressed within the future commissioning arrangements of the service. These are:

- The development of integrated partnership working with the potential to consider co-location of services, multi-disciplinary teams and `team around the child` within the early help and early years system
- The recommendations and findings of Warwickshire's 0-5 JSNA published June 2022. For example, there are predicted increases in the number of under 5-year-olds in Warwickshire that needs to be accounted for in the commissioning of services. Some increases are in the immediate term, in particular a 2% year on year growth in numbers is predicted in South Warwickshire. Over the longer term there is a county wide increase in the number of under 5-year-olds by 17.7% in 2043.¹
- Targeting services to better meet the needs of groups of the population that experience greater inequalities

Financial implications

4.1 No financial implications associated with engagement in Public Consultation.

4.2 Any cost to carrying out the Public Consultation is covered within the existing service budgets

4.3 Any service changes planned to be contained within existing budgets.

Environmental implications

5.1 Sustainability and environmental considerations will be incorporated into the Service Model as this is developed. [SWFT's Green Plan 2022 - 2025](#) and [WCC's Environmental Management System](#) will support and inform this approach. Potential opportunities to reduce the service's carbon footprint include:

- Reduced car travel for health visiting staff
- Efficient use of building space and co-location of services

Report Author	Robert Sabin, Dominic Shepherd robsabin@warwickshire.gov.uk, dominicshepherd@warwickshire.gov.uk,
Assistant Director	Becky Hale Assistant Director People Strategy and Commissioning
Strategic Director Portfolio Holder	Nigel Minns Executive Director for People Cllr Izzy Seccombe Leader of the Council
Urgent matter?	No
Confidential or exempt?	No

¹ Needs Assessment Children's 0 – 5, Warwickshire Joint Strategic Needs Assessment 2022

Is the decision contrary to the budget and policy framework?

No

List of background papers

None

Members and officers consulted and informed

Portfolio Holder – Councillor Isobel Seccombe

Corporate Board – Nigel Minns

Legal – Valerie George and Caroline Gutteridge

Finance – Andrew Felton

Equality – Delroy Madden

Democratic Services – Isabelle Moorhouse

Councillors – Warwick, Birdi, Philipps, Boad and W. Roberts

Local Member(s): n/a

This page is intentionally left blank

Portfolio Holder Decision

Approval to procure pay and display machines

Portfolio Holder	Portfolio Holder for Finance and Property
Date of decision	28 July 2023
	Signed

1. Decision taken

The Portfolio Holder for Finance and Property approves the commencement of a procurement exercise for the procurement of 180 new pay and display machines with card, contactless and cash payment facilities and authorises the Executive Director for Communities to enter into any relevant agreements to implement the installation and maintenance of the machines on terms and conditions acceptable to the Executive Director for Resources.

2. Reasons for decisions

- 2.1 The Council's on-street pay and display machines are 15 years old and having reached the end of their useful operational life, and require urgent replacement. Many integral parts needed for repairs and maintenance have been discontinued and maintenance times are lengthy. As a result some machines have been removed from service as faults can no longer be rectified.
- 2.2 Pay and Display machines are heavily used and the visibility of faults and out of service machines is generating an increasing level of customer complaints.
- 2.3 It is proposed that the Council carries out a compliant procurement exercise using the Eastern Shires Purchasing Organisation (ESPO) framework to purchase 180 new pay and display machines. It is intended to include a 4 year service and maintenance contract, with the option to extend for a further 12 months at the Council's discretion. Of the 180 machines, the specification will require that 80% are solar fed in line with Warwickshire's Energy Plan.
- 2.4 The specification will also require the machines to have card, contactless and cash payment options (although not necessarily all within one machine) in order to provide a flexible and inclusive modern service delivery. For card/contactless payments, the Council will be charged a transaction charge for each parking session. For cash payments, the Council will be charged cash collection costs.

3. Background information

- 3.1 The procurement of new machines will bring a significant service delivery improvement through increased reliability and a more responsive maintenance contract. The provision of machines with different payment options will enable customers to pay using the method of their choice. New machine models are intuitive in their design functionality and will be operated using solar energy where this is possible, reducing the Authority's reliance on fossil fuel energy and supporting the Council's commitment to sustainability.
- 3.2 The new machines will be configured to enable card/contactless and cash payments through a simple keypad or adaptive touchscreen and will issue a paper ticket. It is anticipated that customer behaviour will alter given the expansion in payment options and this will be monitored.
- 3.3 50% of the new machines will provide cash payment facilities, as a result of feedback from stakeholders including the Leamington and Stratford Business Improvement District (BID) Teams. All machines offering cash payment facilities will be clearly marked for customer convenience. Card/contactless only machines will have information signposting customers to the cash alternative. Cash location maps will be available online and will be distributed to key stakeholders such as the Business in Development (BID Teams).
- 3.4 The introduction of card / contactless machines reflects the significant national shift towards digital and contactless payment methods. This has been expressed in Warwickshire with the shift from cash over to the RingGo cashless app which received 69% of all parking session transactions in April 2023. All locations will have a cash payment machine.
- 3.5 The Authority have completed a machine rationalisation exercise, to replace in locations only where they're required The exercise has identified 180 locations, a reduction of 70 machines from the 250 in the current contract. This reduction will continue to ensure that all parking locations have a safely accessible machine.
- 3.6 Machines located in key locations reporting significant parking levels will all have multiple payment options. The continuation of the cash payment option reflects our customers' preference for multiple payment options.
- 3.7 All parking sessions paid for using card/contactless options will be subject to a transaction fee. This will be a new cost for the service to absorb and a percentage charge will be used to mitigate the impact on shorter parking sessions.
- 3.8 All machines enabling cash payments will continue to be collected by NSL, our enforcement supplier as part of the existing Civil Parking Enforcement contract.
- 3.9 To align with the Council's Energy Plan the contract requires 144 (80%) of all new machines will be solar fed to reduce the Council's carbon footprint and mains power requirements.
- 3.10 Soft market testing has been conducted on the 'customer journey' when paying for parking at a machine. This includes the requirement for a clear and intuitive screen, offering instructions as well as a maximum duration for the overall process. These requirements are included in the specification.

- 3.11 If approved, it is intended to finalise Invitation to Tender documents and go out to the market by the end of July, with all bids to be received by the end of August. It is anticipated that this will enable the Authority to award a contract in September. During soft market testing, suppliers confirmed an estimated 8-week timeline for installation once surveys have been completed.
- 3.12 Phase 1 will be implemented in Leamington, phase 2 in Stratford followed by Warwick, Rugby, and Kenilworth.
- 3.13 All existing machines will be removed and disposed of in accordance with the Governments Waste Electrical and Electronic Equipment (WEEE) regulations.

4. Financial implications

Capital implications

- 4.1 A set amount was secured for the purchase of new machines from the Asset Replacement Fund on 12 December 2022. The Asset Replacement Fund is a capital fund approved as part of the capital programme to meet the cost of the replacement of the Council's vehicles, plant and equipment at the end of their useful life.

Revenue implications

- 4.2 There will be ongoing maintenance and operational costs for the machines although it is anticipated that these will be lower than current expenditure, due to the additional costs currently incurred as a result of aging machines, the greater efficiency of new machines and the move to solar where possible. The cost of maintenance and operation will be met from within the revenue budget approved for Civil Parking Enforcement.
- 4.3 There will be transaction costs relating to card/contactless payments, to be paid by the Council to the supplier which will be applied at a percentage rate to minimise the impact of these charges on the shorter parking sessions. However, it is anticipated that the impact of transaction charges will be mitigated through the change in customer behaviour through the introduction of card/contactless, and lower operating, cash collection and maintenance costs.

5. Environmental implications

- 5.1 The specification requires 80% (144) of the 180 machines to be powered using solar energy. The successful supplier will be required to survey all machine locations and report on the suitability of installing solar powered machines. In some instances, where machines are located next to buildings or high walls, with insufficient sunlight, operation speeds and service can be affected. In these instances, the continuation of mains power may be required to ensure high reliability levels for customers this decision will be made in consultation with the Council.
- 5.2 The proposal to replace the existing mains power fed machines with Solar powered machines aligns with the Warwickshire Energy Plan through the reduction in carbon emissions and dependence on fossil fuels. Each existing mains

powered machine uses roughly 185kWh annually to operate, every machine switching from mains to solar power equates to 68kg less of Co2e being emitted annually.

Report Author	Emily Brough
Director	David Ayton -Hill Director of Economy and Place
Executive Director	Mark Ryder Executive Director for Communities
Portfolio Holder	Cllr Peter Butlin Portfolio Holder for Finance and Property

Urgent matter?	<i>No</i>
Confidential or exempt?	<i>Exempt</i>
Is the decision contrary to the budget and policy framework?	<i>No</i>

List of background papers

EA Assessment

Members and officers consulted and informed

Portfolio Holder – Peter Butlin

Corporate Board – Mark Ryder and David Ayton-Hill

Legal – Nic Vine and Sioned Harper

Finance – Andrew Felton

Equality – Joanna Kemp

Democratic Services – Isabelle Moorhouse

Councillors – Warwick, Birdi, Boad, Philipps and W. Roberts

Local Member(s): n/a

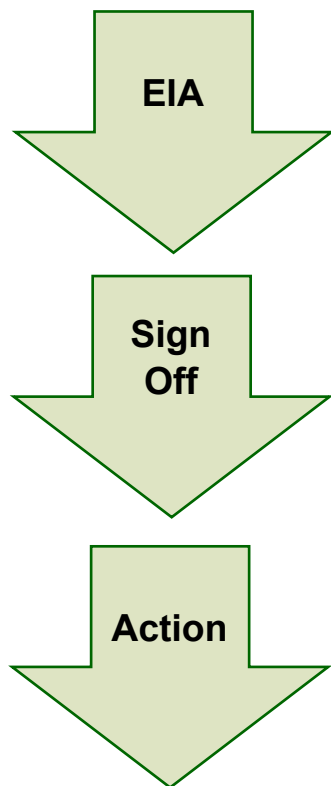
Warwickshire County Council (THE AUTHORITY) Equality Impact Assessment (EIA) Form

The purpose of an EIA is to ensure THE AUTHORITY is as inclusive as possible, both as a service deliverer and as an employer. It also demonstrates our compliance with Public Sector Equality Duty (PSED).

This document is a planning tool, designed to help you improve programmes of work by considering the implications for different groups of people. A guidance document is available [here](#).

Please note that, once approved, this document will be made public, unless you have indicated that it contains sensitive information. Please ensure that the form is clear and easy to understand. If you would like any support or advice on completing this document, please contact the Equality, Diversity and Inclusion (EDI) team on 01926 412370 or via equalities@warwickshire.gov.uk, or if it's relating to health inequalities, please contact Ruby Dillon via rubydillon@warwickshire.gov.uk.

Page 13



- Having identified an EIA is required, ensure that the EIA form is completed before any work is started. This includes gathering evidence and / or engaging the relevant stakeholders to inform your assessment.
- Brief the relevant Assistant Director for sign off and upload the completed form here: [Upload Completed Equality Impact Assessments](#). Please name it “EIA [project] [service area] [year]”
- Undertake further research / engagement to further understand impacts (if identified).
- Undertake engagement and / or consultation to understand if EIA has identified and considered impacts.
- Amend accordingly to engagement / consultation feedback and brief decision makers of any changes.
- Implement proposed activity.
- Monitor impacts and mitigations as evidence of duty of care.

*Working for
Warwickshire*

Section One: Essential Information

Service / policy / strategy / practice / plan being assessed	Service
Business Unit / Service Area	Parking Management
Is this a new or existing service / policy / strategy / practice / plan? If existing, please state date of last assessment.	This is a new plan to review Warwickshire County Council's pay and display machine stock; with a view to provide increased methods of payment for better convenience to our customers.
EIA Authors N.B. It is best practice to have more than one person complete the EIA to bring different perspectives to the table.	Paviter Singh Atwal Emily Brough
Do any other Business Units / Service Areas need to be included?	No
Does this EIA contain personal and / or sensitive information?	No
Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees?	No If yes , please let your Assistant Director and the Customer Relations Team know as soon as possible

1. Please explain the background to your proposed activity and the reasons for it.

Proposal

To replace existing machines with card and contactless payment methods for all machines. It is also proposed that 50% of these new machines are to have cash payment capabilities.

The siting and provision of machines will be rationalized; many P&D locations are oversubscribed with machines, especially in areas dominated with Resident Permitting schemes.

To align with the Authorities commitment to carbon neutrality and the climate emergency declaration it is recommended that all machines are upgraded to solar powered machines enabling card transactions.

Background

Warwickshire County Council (THE AUTHORITY) currently own 250 on street P&D machines of which 205 are active machines, these are based in Leamington (93 machines), Warwick (32 machines), Kenilworth (7 machines), Rugby (22 machines), Stratford Upon Avon (43 machines) and Stratford Park & Ride (8 machines). All machines are manufactured and maintained by Cale, now called Flowbird and are cash only with no provision for card payments. The machines are all model MP104.

The Authority undertook operations from the Districts and Boroughs in 2014 including the existing machine stock. The Management Team are experiencing an increasing number of complicated faults which take time to diagnose and repair. Many parts are now discontinued causing disruption, complaints and it is impacting income.

The Authority provides customers with cashless parking option, customers can pay by app, phone text or on the website. Since COVID 19 cashless transactions have continued to increase to over 50% of all parking payments taken.

The Authority experience continued low-level and high-level impact from vandalism due to attempts to obtain cash from our machines. Advice from Police has suggested that keeping large amounts of cash on street encourages crime and they have advised that the council looks at other payment options.

Rationale

It is recommended that all replacement machines should have card and contactless payment facilities to serve the large proportion of customers with a preference to use electronic purchasing methods. There is a national shift towards card payments being the primary payment method across all sectors. It is more secure and convenient for both the customer and provider, with streamlined and auditable processes. This additional method will streamline the process of purchasing a ticket from the machines, in turn reduce the human element of dealing with cash from counting the coins, cash amounts banked and reconciling the amounts held in the cashboxes of the machines. The card element compared to cash is more auditable and easier to monitor.

It has been approved at Corporate Board for 50% of new machines will include cash payment facilities to provide customers with multiple many payment options to enable all customers their preferred method of payment. It is anticipated that the number of cash transactions will reduce following the introduction of card/contactless payment options.

Between 2020 and 2022 both Warwick District Council and Stratford District Council have removed cash payment facilities from their off street car parks. Visitors visiting both districts must either pay with card or move to the WCC operated on-street car parking locations.

Consultations with our various BID Teams and elected members concluded that the provision of cash in our on street locations is appropriate at this time, this will be monitored by the Council and where appropriate, gradual phasing out of the cash payment method in our P&D machines.

Environment policies / Energy strategy policy (council policies)

It is proposed to replace all existing electricity fed Cale 104 machines with solar powered machines, inline with the Warwickshire Energy plan and our commitment to reducing our carbon usage.

2. Please outline your proposed activity including a summary of the main actions.

The Authority will be going to the market using the ESPO framework.

A full review of all existing P&D machines has been undertaken looking at machine location, income and usage figures to identify the volumes and locations of the new machines.

Engagement with stakeholders has supported our decision to continue with the cash payment option, both Leamington and Stratford BID stressed the importance of enabling those with protected characteristics access to our town center facilities. Elected members have been briefed on details of the new machines, the continuation of cash and the provision of solar fed.

Procurement, legal, western power and NSL will all be involved in the procurement to understand the risks and actions to be taken to process the machine replacement.

Monitoring customer feedback based on delivery of the first tranche of machines and the impact is has had on those with protected characteristics.

3. Who is this going to impact and how?

Customers	Members of the Public	Employees	Job Applicants
X	X		
Other, please specify:			

Section Two: Evidence

Please include any evidence or relevant information that has influenced the decisions contained in this EIA. This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups and additional groups outlined in Section Four.

A – Quantitative Evidence

This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

Looking nationally, in 2017, debit cards overtook cash in the UK as the most common method of payment. Cash transactions have continued to decrease with debit card transactions on the increase every year.

As of October 2021, there were approximately 52.97 million credit card accounts in the UK, with almost two-thirds of these (34.79 million) being active (those with balances outstanding at the end of the calendar month).

As of February 2022, there were 59 million resident credit cards in circulation across the UK of these 53 million were contactless. Given that the UK population in 2021 was about 67.2 million, this equates to almost 1.3 cards per UK resident.

By 2025, the number of credit cards in the UK is projected to reach 63.64 million, while the number of debit cards is forecast to exceed 108.6 million.

Looking locally, since the introduction of the cashless parking app in 2017 in Warwickshire, there has been significant shift from cash transactions over to using the cashless App to purchase parking sessions. The table below shows the clear and significant shift towards the cashless option.

Warwickshire's on street transaction volumes

2022	Cash	RingGo	Cash	RingGo
Apr	71,601	74,742	49%	51%
May	72,224	82,899	47%	53%
Jun	67,989	80,262	46%	54%
Jul	69,701	87,409	44%	56%
Aug	69,522	85,952	45%	55%
Sep	64,103	88,452	42%	58%
Oct	57,777	90,585	39%	61%
Nov	55,314	93,654	37%	63%
Dec	55,563	105,662	34%	66%
Jan	45,546	96,894	32%	68%
Feb	42,613	95,325	31%	69%
Mar	46,675	110,791	30%	70%

Mobile phone ownership stats

The website Statista states that in 2018 95% of UK adults own a mobile phone. It is likely that this number has increased in the last three years. Many of the 5% who do not own a phone have disabilities that would entitle them to a disabled blue badge or concessionary bus pass.

In relation to ages of the population who use smartphones in 2021, % of the population, by age group, that use a smartphone:

16-24 years – 98% hold a full driving licence
 25-34 years – 99% hold a full driving license
 35-44 years – 97% hold a full driving license
 45-54 years – 98% hold a full driving license
 55-64 years – 90% hold a full driving license
 65 years plus – 69% hold a full driving license

In March 2021 92% of UK mobile users own a smartphone. As of 2021, 88% of all adults in the UK had a smartphone.

Stats on car ownership, driving license stats (blue badge) (majority that do not have a card most likely have a blue badge)

The Department for Transport produces information and statistics in relation to driving license holders.

In the 5 years from 2015 to 2019, an average of 74% of people in England had a full driving license.

Analysis in relation to race has identified that 76% of White people had a license – the highest percentage out of all ethnic groups. 53% of Black people had a license – the lowest percentage out of all ethnic groups.

The percentage of people with a driving license went up from 71% to 74% during the period covered by this data.

In relation to ages of driving license holders in 2019 the following % of the population, by age group, had a full driving license:

17-20 years – 35% hold a full driving license
 21-29 years – 62% hold a full driving license
 30-39 years – 79% hold a full driving license

40-49 years – 86% hold a full driving license
 50-59 years – 86% hold a full driving license
 60-69 years – 85% hold a full driving license
 70 years plus – 67% hold a full driving license

It should be noted that compared to 1990 the percentage of driving license holders in all age groups has increased, other than the 17 to 19 age range where the numbers of holders have decreased by around 5%.

In 2019 there were 1.2m vehicles licensed in the disabled tax class, this was a 0.4% decrease compared to 2018. Where motorists have disabilities, the council provides a disabled blue badge parking scheme. In the UK there are 2.44m blue badges issued to motorists in the UK. This badge enables the holder to park for free at all pay and display locations, as well as at other restrictions such as marked disabled bays or safely where there are double yellow lines. This negates the need for those with disabilities to use pay and display equipment.

In relation to ages of blue badge holders in 2020 the following % of the population, by age group had a blue badge:

0-19 years – 1% hold a blue badge
 20-29 years – 0.9% hold a blue badge
 30-39 years – 1.8% hold a blue badge
 40-49 years – 2.8% hold a blue badge
 50-59 years – 3.1% hold a blue badge
 60 years plus – 10.3% hold a blue badge

B – Qualitative Evidence

This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

The Authority undertook operations from the districts in 2014, including all existing on street machines, they are now nearing end of life. We are experiencing an increasing number of complicated faults which take time to diagnose and repair. Many parts are now

discontinued causing disruption, complaints and it is impacting income, as well as certain parts not included within the current contract with Flowbird, therefore incurring additional costs. The demand and usage of the machines is there, and The Authorities maintenance contract currently costs ~£100k per annum, the web office ~£20k per annum.

Both Warwick District Council and Stratford District Council have removed the cash option in all their off-street car parks, visitors to Leamington, Warwick, Kenilworth and Stratford must now pay using card or park in a WCC on street parking pay, or on an unrestricted road.

Discussions with other parking managers at other council's has identified that many councils are actively considering removing cash as a parking payment option. Gloucester and Dorset County Councils have revealed that they have or are in the process of taking a decision relating to removing cash payments in 2022. Several councils in London, such as Westminster, have moved away from offering cash as a payment option. Rutland Council have also recently stopped accepting cash in their off streets pay and display machines, with very few public objections received.

The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.

Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks. Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.

Section Three: Engagement

Engagement with individuals or organisations affected by the proposed activity must take place. For further advice and support with engagement and consultations, click [here](#).

Has the proposed activity been subject to engagement or consultation with those it's going to impact, taking into account their protected characteristics and socio-economic status?	No	
If YES, please state who with.		
If NO engagement has been conducted, please state why.	The implementation of increased payment options will benefit all customers. There will be a parking machine enabling cash payments at each location. Machines taking card/contactless AND cash will be clearly identifiable on street with a large sticker on the machine itself. On Card/contactless ONLY machines, customers will be directed to the nearest cash machine. Machine location maps will be available online and paper copies will be available.	
How was the engagement carried out?	Yes / No	What were the results from the engagement? Please list...
Focus Groups		
Surveys		
User Panels		
Public Event		
Displays / Exhibitions		
Other (please specify)		
Has the proposed activity changed as a result of the engagement?		
Have the results of the engagement been fed back to the consultees?		

Is further engagement or consultation recommended or planned?	No	
What process have you got in place to review and evaluate?		

Section Four: Assessing the Impact

Protected Characteristics and other groups that experience greater inequalities

What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposed activity? This section also allows you to consider other impacts, e.g. health inequalities such as deprivation, socio-economic status, vulnerable groups such as individuals who suffer from socio-economic disadvantage, armed forces, carers, homelessness, people leaving prison, young people leaving care etc.

On the basis of evidence, has the potential impact of the proposed activity been judged to be positive (+), neutral (=), negative (-), or positive and negative (+&-), for each of the protected characteristic groups below and in what way?

N.B In our Guidance to EIAs we have provided you with potential questions to ask yourself when considering the impact of your proposed activity. Think about what actions you might take to mitigate / remove the negative impacts and maximize on the positive ones. This will form part of your action plan at Section Six.

	Impact type (+) (=) (-) or (+&-)	Nature of impact
Age	+&-	<p>Research has identified that 85% of 60-69 year olds have a full driving license with this figure decreasing to 67% for the over 70s. As this demographic may not be as e-enabled as younger generations it is likely that this group may be impacted the most.</p> <p>However, with nearly every UK resident owning 1.3 bank debit or credit cards and 95% owning a mobile phone it is likely that most users would still be able to pay for parking using a bank/credit card or using the pay by phone or online facility. The small percentage that are not able to would be able to use a private car parks, limited wait bays or other modes of transport.</p>

		<p>Members of this group may also be entitled to a free concessionary bus pass that enables them to travel on local bus services for free, thus providing a sustainable alternative to driving and paying for parking at their destination.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
<p>Disability Consider:</p> <ul style="list-style-type: none"> • Physical disabilities • Sensory impairments • Neurodiverse conditions (e.g. dyslexia) • Mental health conditions (e.g. depression) • Medical conditions (e.g. diabetes) 	<p>=</p>	<p>Many individuals within this group would qualify for a disabled blue badge that enables them to park at a number of locations for free including pay and display bays, shared use bays, limited waiting bays and yellow lines. This avoids any interaction with pay and display equipment. Designated disabled bays can be found on the highway for blue badge holders, making accessibility easier to local facilities and amenities.</p> <p>Data shows that nearly every UK resident owns 1.3 bank debit or credit cards and 95% owning a mobile phone it is likely that most users would still be able to pay for parking using a bank/credit card or using the pay by phone or online facility. The small percentage that are not able to would be able to use a district council or private car parks.</p> <p>Members of this group may also be entitled to a free concessionary bus pass that enables them to travel on local bus services for free, thus providing a sustainable alternative to driving and paying for parking at their destination.</p>

		<p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
Gender Reassignment	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
Marriage and Civil Partnership	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>

Pregnancy and Maternity	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
Race Including: <ul style="list-style-type: none"> • Colour • Nationality • Citizenship • Ethnic or national origins 	-	<p>The decision may marginally impact members of the Black, Asian and Minority Ethnic (BAME) community greater than other groups. However, this would be as a result of socio-economic reasons rather than as a direct result of race. It should be noted that, based on DfT data, the BAME community are the least likely to have a UK driving license.</p> <p>Despite nearly every UK resident owning 1.3 bank debit or credit cards it is likely that this group are the most likely to not own a bank/debit card, especially if they are new to the UK.</p> <p>Those that are not able to pay for parking using a bank/debit card would be able to use a private car parks, limited wait bays or other modes of transport.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p>

		Alternative travel modes include, park and ride sites, public bus services, walking, cycling, train.
Religion or Belief	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
Sex	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p> <p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
Sexual Orientation	=	<p>No impact on this characteristic has been identified.</p> <p>The council provides an appeal process for all PCNs that are issued and has a published discretionary policy outlining where discretion can be fettered.</p>

		<p>Alternative parking options include limited waiting bays located close to town centres and in residential areas, unrestricted parking locations, off street car parks.</p> <p>Alternative travel modes include, Stratford park and ride, public bus services, walking, cycling, train.</p>
<p>Individuals who may require additional support:</p> <ul style="list-style-type: none"> • Individuals who suffer socio-economic disadvantage • Armed Forces (THE AUTHORITY signed the Armed Forces Covenant in June 2012) • Carers • Homelessness • People leaving Prison • People leaving Care 		<p>No impact on this characteristic has been identified.</p> <p>Most likely the individuals within this category will not be able to afford a vehicle, as well as the requirements to obtain a driving licence.</p> <p>Alternative travel modes include, public bus services, walking, cycling, train.</p>
<p>Health Inequalities (HI) Many issues can have an impact on health: is it an area of deprivation, does every population group have equal access, unemployment, work conditions, education, skills, our living situation, rural, urban, rates of crime etc</p>	<p>=</p>	<p>Prompts (remove once completed):</p> <p>What health inequalities already exist?</p> <ul style="list-style-type: none"> • You may want to look at existing service data/information that highlights health inequalities that already exist (look at supporting document for sources of information). <p>Will your proposal have a negative or positive implications on health inequalities?</p> <ul style="list-style-type: none"> • Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income. <p>What can you do to mitigate any identified health inequalities?</p> <ul style="list-style-type: none"> • Think about offering for example benefits advice, access to bus routes, community support, flexible opening times, creche facilities etc

Other Groups If there are any other groups		
--	--	--

Public Sector Equality Duty (PSED)

Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. Please evidence how your proposed activity meets our obligations under the PSED.

	Evidence of Due Regard
Eliminate unlawful discrimination (harassment, victimisation and other prohibited conduct):	
Advance equality of opportunity: This involves <ul style="list-style-type: none"> • removing or minimising disadvantages suffered by people due to their protected characteristics; • taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people, for example, taking steps to take account of people with disabilities; • encouraging people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. 	
Foster good relations:	

This means tackling prejudice and promoting understanding between people from different groups and communities.

Section Five: Partners / Stakeholders

Which sectors are likely to have an interest in or be affected by the proposed activity?	Yes / No	Describe the interest / affect
Businesses	Yes	Impact on parking access
Councils	Yes	Correspondence regarding the change
Education Sector	No	
Fire and Rescue	No	
Governance Structures	No	
NHS	No	
Police	No	
Voluntary and Community Sector	Yes	Impact on parking access
Other(s): please list and describe the nature of the relationship / impact		None

Section Six: Action Planning

If you have identified impacts on protected characteristic groups in Section Four please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

Mitigating Actions

Consider:

- Who else do you need to talk to? Do you need to engage or consult?
- How you will ensure your activity is clearly communicated
- Whether you could mitigate any negative impacts or build on positive impacts for protected groups or health inequalities
- Whether you could do more to fulfil the aims of the PSED
- How you will monitor and evaluate the effect of this work
- Anything else you can think of!

Identified Impact	Action(s)	Timescale incl. evaluation and review date	Name of person responsible
	<i>Review and monitor EIA in line with developments, including engagement and consultation</i>		

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposed activity.

Section Seven: Assessment Outcome

Only one of following statements best matches your assessment of this proposed activity. Please select one and provide your reasons.

No major change required		
The proposal has to be adjusted to reduce impact on protected characteristic groups and/or health inequalities		
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups and/or health inequalities		

Stop the proposal as it is potentially in breach of equality legislation		
---	--	--

Section Eight: Sign Off
N.B To be completed after the EIA is completed but before the area of work commences.

Name of person/s completing EIA	
Name and signature of Assistant Director	
Date	
Date of next review and name of person/s responsible	

Once signed off, please ensure the EIA is uploaded using the following form. Please name it “EIA [project] [service area] [year]”: [Upload Completed Equality Impact Assessments](#)

These will be stored on a [Sharepoint library](#) which THE AUTHORITY colleagues can access.