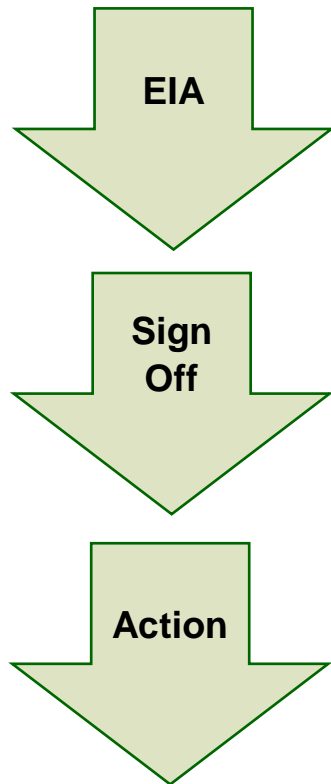


## Warwickshire County Council (WCC) Equality Impact Assessment (EIA) Form

The purpose of an EIA is to ensure WCC 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](mailto:equalities@warwickshire.gov.uk), or if it's relating to health inequalities, please contact Ruby Dillon via [rubydillon@warwickshire.gov.uk](mailto:rubydillon@warwickshire.gov.uk).



- 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.

## Section One: Essential Information

<b>Service / policy / strategy / practice / plan being assessed</b>	Cross Party Working Group on proposed changes to on-street parking management
<b>Business Unit / Service Area</b>	Parking Management
<b>Is this a new or existing service / policy / strategy / practice / plan?</b>  If existing, please state date of last assessment.	This EqIA covers recommendations from the above cross party working group, which expand on previously proposed changes to on-street parking management which were the subject of their own EqIAs in January 2019.
<b>EIA Authors</b>  <b>N.B.</b> It is best practice to have more than one person complete the EIA to bring different perspectives to the table.	Jon Rollinson
<b>Do any other Business Units / Service Areas need to be included?</b>	No
<b>Does this EIA contain personal and / or sensitive information?</b>	No
<b>Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees?</b>	No complaints anticipated in response to outcomes from this assessment.

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

In April 2019, Cabinet considered a number of proposed changes to on-street parking management. These proposals included price rises for residents permits in order to make the permit scheme self-financing, a switch to virtual permits, increases to pay and display charges and changes to parking suspensions and dispensations. The proposals had been subject to EqlAs. Cabinet resolved that a period of public consultation on the proposed changes should take place. A wide-reaching consultation was duly carried out over a nine week period in summer 2019. This provided details of the potential changes to on-street parking management and invited public feedback.

Responses to the public consultation were considered at Overview and Scrutiny Committee (OSC) in January 2020. In response to the feedback, OSC recommended changes to the proposed permit price rises, that the switch to digital virtual permitting should proceed, and that pay and display charges and parking suspension and dispensation charges should increase as proposed. OSC resolved that these recommendations should be taken forward to Cabinet.

In October 2020, Cabinet discussed the proposed changes and resolved that the intended pay and display rises should go ahead as previously identified and that the switch to digital virtual permitting should also proceed. A significant departure from the proposals was the resolution that there should be no increases to permit prices. In addition, it was recommended and resolved that a short duration cross-party working group be established, chaired by the Portfolio Holder for Transport & Planning, to make recommendations as to the future basis of permit pricing and the opportunities for parking management to promote environmental sustainability and seek out benefits for the visitor and general economy.

Subsequent to Cabinet in October 2020, the proposed P&D price rises were put on hold as a result of the Covid-19 pandemic. The cross-party working group has now finished meeting and produced a series of recommendations. This EqlA is intended to consider the potential equalities impacts of those recommendations, ahead of reports to Corporate Board and Cabinet and before potential implementation of the group's recommendations.

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

Recommendations from the group included raising the cost of an annual resident on-street parking permit to £50 for the first permit, £75 for the second, removing the entitlement to a third permit county-wide and increasing the cost of an annual visitor parking permit to £75. Thereafter, permit costs would be reviewed on a three-yearly basis with the intention being to consider the impact of inflation on new charges.

The group recommended that a 25% discount should be available to one electric vehicle annual parking permit per household.

A short consultation was carried out with businesses on the possible introduction of business parking permits. The favourable response to this consultation from businesses resulted in the group agreeing that the principle of business permits was acceptable and that further work should be carried out to understand the potential implications.

It was proposed that guesthouse visitor permits should be increased in cost from £3 to £5 per 24 hour period.

With regard to pay and display charges for on-street parking, the group wanted to retain the ability to pay for short periods of time but recommended that charges should increase to match those of the district and borough car park charges to comply with the policy in our Local Transport Plan which aims to reduce congestion through encouraging vehicles to be parked off-street in car parks in preference to on-street carriageway parking.

### 3. Who is this going to impact and how?

<b>Customers</b>	<b>Members of the Public</b>	<b>Employees</b>	<b>Job Applicants</b>
Yes – as potential residents permit holders and users of P&D parking zones	Yes – as potential residents permit holders and users of P&D parking zones	Only as described in the previous sections	Potentially those who park on-street while attending interviews at WCC.
<b>Other, please specify:</b>			

## 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.

Approximately 17,000 households in Warwickshire are eligible for residents on-street parking permits. There are currently around 13,500 permits issued annually. Some households have more than one permit so the number of permit holding residences is likely to be somewhat lower than the total number of permits.

We have no means of obtaining data on the specific number of people who use pay and display parking in the County, but this is clearly a substantial number.

We currently have no means of identifying how many purchasers of permits or users of pay and display parking would come under one or more of the protected groups.

Disabled motorists are able to apply for a blue badge which provides dispensation to park in areas which would otherwise be restricted, but this facility is not affected by the recommendations of the cross-party working group.

In 2019, 5.8% on Warwickshire permit holding households had 3 resident parking permits. Full data on the third parking permit consultation can be found [here](#).

### 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.

### 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](#).

<b>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?</b>	<p>The specific recommendations of the members group have not been subject to consultation, with the exception of the business permitting concept, for which a short survey was issued to businesses through WCC's business intermediary contacts.</p> <p>Extensive consultation was carried out in 2019 on the previous proposals around increased costs to permits and changes to a virtual permitting system. The current recommendations from the group again principally consider costs of permits and pay and display charges. Additional consultation is likely to result in a repeat of the findings of the original consultation, which were that any price increases are unwelcome.</p>
<b>If YES, please state who with.</b>	With regard to the business permitting issue, WCC business intermediaries were asked to issue a short survey to their business contacts across the county for their

	<p>views on business parking permits. Approximately 40 businesses replied, with a generally positive view of the proposed introduction of business permits.</p> <p>In summer 2019, over 17,000 resident's permit holders were written to, BID companies and chambers of trade contacted and asked for their views on the previous proposals. Feedback from this consultation was presented at OSC in January 2020 and used to amend the proposals taken to and agreed by Cabinet in October 2020.</p>	
<b>If NO engagement has been conducted, please state why.</b>	<p>The group has considered proposals and provided recommendations to amend the on-street parking management process, with the exception of business permitting, in ways that have previously been consulted on extensively. It is felt that to do so again would result in similar responses around costs and affordability.</p> <p>In addition, most of the recommendations of the group will require changes to Traffic Regulation Orders (TROs) which require a statutory period of consultation and likely consideration by WCC Transport &amp; Planning Portfolio Holder prior to implementation.</p>	
<b>How was the engagement carried out?</b>	<b>Yes / No</b>	<b>What were the results from the engagement? Please list...</b>
<b>Focus Groups</b>	No	
<b>Surveys</b>	Yes	Broadly in favour of the introduction of business parking permits.
<b>User Panels</b>	No	
<b>Public Event</b>	No	
<b>Displays / Exhibitions</b>	No	
<b>Other (please specify)</b>	No	
<b>Has the proposed activity changed as a result of the engagement?</b>	No	
<b>Have the results of the engagement been fed back to the consultees?</b>	No	

<p><b>Is further engagement or consultation recommended or planned?</b></p>	<p>Yes</p>	<p>As stated above, all changes requiring variations to TROs will require a period of statutory public consultation. Any objections to the proposals will form the basis of a report to the Transport and Planning Portfolio holder, currently Cllr Wallace Redford, who chaired the cross-party working group.</p>
<p><b>What process have you got in place to review and evaluate?</b></p>	<p>WCC Parking Management team operates a dedicated email contact system which people can use to enquire about parking permits and raise parking issues and complaints. This allows the team to monitor regularly raised issues and assess whether the service is delivering on its aim to provide a successful parking management service to all of Warwickshire's road users.</p> <p>The team also uses the Contact Us communication system for similar purposes.</p>	

**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 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.

	<b>Impact type (+) (=) (-) or (+&amp;-)</b>	<b>Nature of impact</b>
<b>Age</b>	=	None
<b>Disability</b> Consider: <ul style="list-style-type: none"> <li>• Physical disabilities</li> <li>• Sensory impairments</li> <li>• Neurodiverse conditions (e.g. dyslexia)</li> <li>• Mental health conditions (e.g. depression)</li> <li>• Medical conditions (e.g. diabetes)</li> </ul>	=	None of the recommendations impact specifically on disabled people. Disabled badge holders may park for up to three hours in certain restricted areas and the recommendations of the group will have no impact on this provision.
<b>Gender Reassignment</b>	=	None
<b>Marriage and Civil Partnership</b>	=	None
<b>Pregnancy and Maternity</b>	=	None
<b>Race</b> Including: <ul style="list-style-type: none"> <li>• Colour</li> <li>• Nationality</li> <li>• Citizenship</li> </ul>	=	None

<ul style="list-style-type: none"> <li>Ethnic or national origins</li> </ul>		
<b>Religion or Belief</b>	=	None
<b>Sex</b>	=	None
<b>Sexual Orientation</b>	=	None
<b>Vulnerable People:</b> <ul style="list-style-type: none"> <li>Armed Forces (WCC signed the <a href="#">Armed Forces Covenant</a> in June 2012)</li> <li>Carers</li> <li>Homelessness</li> <li>People leaving Prison</li> <li>People leaving Care</li> </ul>	=	None
<b>Health Inequalities (HI)</b> 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>The recommendations from the group are intended to make the residents on-street parking permit scheme self-financing by raising the cost of the permits to a point where the entire scheme would be cost neutral to the council.</p> <p>Within Warwickshire there are areas which are less affluent than others. It is possible that the permit price rises will have a greater impact on people in these areas. However, the proposed permit prices would still constitute a very small part of the overall cost of running a car compared to insurance, servicing, fuel and depreciation. It is thought unlikely that the proposed rises would lead to increased isolation. In the unlikely event that the proposed price rises lead to a resident switching away from car use to more active travel, this is likely to have significant physical and mental health benefits.</p> <p>The recommendation to raise on-street pay and display charges to match those of Stratford and Warwick District Council car park charges are unlikely to have any health ramifications.</p>

<b>Other Groups</b> If there are any other groups	=	None
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Extracts from 2019  
Consultation (1).docx

Data on ethnicity, age, religious beliefs and any disabilities can be found here.

### **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.

	<b>Evidence of Due Regard</b>
<b>Eliminate unlawful discrimination (harassment, victimization and other prohibited conduct):</b>	The recommendations are intended to apply to all purchasers of a residents parking permit and do not apply favourable or unfavourable conditions or charges towards any one group.
<b>Advance equality of opportunity:</b> This involves <ul style="list-style-type: none"> <li>• removing or minimising disadvantages suffered by people due to their protected characteristics;</li> <li>• 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;</li> <li>• encouraging people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.</li> </ul>	The recommendations will apply to all users of the permit system equally and to all purchasers of pay and display parking within each district or borough, where pay and display charges apply.  The proposals are not thought to impact on any of the protected characteristics.  In order to cater for disabled motorists, WCC provides and enforces dedicated spaces for disabled drivers and provides a blue badge scheme to allow such motorists to park in otherwise restricted spaces.

<p><b>Foster good relations:</b></p> <p>This means tackling prejudice and promoting understanding between people from different groups and communities.</p>	<p>All customers are treated with professional courtesy and respect regardless of background whenever they are in contact with the Parking Management team.</p> <p>In addition, our service provider NSL requires that all their on-street enforcement officers undergo a period of training in customer engagement in order to qualify for the nationally recognized City &amp; Guilds certificate.</p>
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**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
<b>Businesses</b>	Yes	Consultation has shown a broad welcoming of the possibility of business parking permits. BID companies and Chambers of Trade may have a view on the potential increase to pay and display charges.
<b>Councils</b>	Yes	District and borough councils will note the possible raising of on-street pay and display charges and the potential impact on off-street parking volumes.
<b>Education Sector</b>	No	
<b>Fire and Rescue</b>	No	
<b>Governance Structures</b>	?	Which governance structures?
<b>NHS</b>	No	
<b>Police</b>	No	

<b>Voluntary and Community Sector</b>	No	
<b>Other(s): please list and describe the nature of the relationship / impact</b>		The general public – the recommendations will be of interest to the public as they affect the conditions and charges applied to residents on-street parking permits, and pay and display charges.

**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**

<b>Please explain why you do not need to take any action to mitigate or support the impact of your proposed activity.</b>
The recommendations from the group would apply county-wide and none are considered to be that impactful on any of the protected characteristics groups or groups that experience greater inequalities so as to require mitigation by amending the recommendations of the group.

**Section Seven: Assessment Outcome**

<b>Only one of following statements best matches your assessment of this proposed activity. Please select one and provide your reasons.</b>		
<b>No major change required</b>	✓	The recommendations would apply equally to all residents and users of pay and display parking.

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	Jon Rollinson
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 WCC colleagues can access.



