

EQUALITY IMPACT ASSESSMENT AND ANALYSIS (EqIAA)

Name of Function under consideration:	Staff Parking Policy Review
Is this Function 'Major', 'Minor yet likely to have a major impact' or 'Neither'	Major
Date(s) of completing the EqIAA:	17/05/13
Name and job title(s) of person(s) completing the EqIAA:	Rebecca Toms (Head of Property Services) Sam Cappock (Project Manager)

SECTION 1 – INTRODUCTORY INFORMATION

1. What is the main purpose of the Function?	This relates to staff and not public car parking. The objective of this project is to review the current Staff Car Parking Policy.
2. List the main activities of the Function:	<ul style="list-style-type: none"> • Review the promotion, awareness and use of Smarter Working policies. • Review the current parking policies at Badminton Road and Kingswood.
3. Who are the main beneficiaries of the Function?	Staff, members and senior management team.
4. How is the overall success of the Function measured?	<p>The main deliverables from the review are:</p> <ul style="list-style-type: none"> • To present an options assessment and revised car parking policy. • To present these recommendations and draft revised policies and procedures
5. What equality monitoring systems are in place to carry out regular checks on the effects of the Function on equality groups?	Maintain record to demonstrate robust EqIAA completed for each element of the review.
6. What are your equality related performance indicators/measure of success for this Function?	Specific and focussed EqIAAs are conducted in respect of the project in order that equalities impact is understood and influences decision making.

SECTION 2 – INITIAL ASSESSMENT OF IMPACT

7.

Equality Group	Negative Impact	Positive Impact	No Impact	Unsure of Impact	Reason(s)* (at this stage, list the reason(s) as identified by person(s) completing this EqIAA)
Women/Girls	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The revised policy includes particular caring responsibilities. It has been identified that women are probably more likely to be the parent with main child caring responsibilities ¹ . The policy is clear that caring for a person with a disability or medical needs is prioritised over routine parental responsibilities.
Men/Boys	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lesbians, gay men & bisexuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is no evidence to indicate that these groups have a particular need, based on their protected characteristics, to access the car parks.
Transgender people	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
White people (including Irish people)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is no evidence to indicate that these groups have a particular need, based on their protected characteristics, to access the car parks.
Asian or Asian British people	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Black or Black British people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
People of mixed heritage	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Chinese people	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Travellers (gypsy/Roma/Irish heritage)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
People from other ethnic groups	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Disabled People:					
Physical impairment, e.g. mobility issues which mean using a wheelchair or crutches.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The broad issue of disability has been considered in relation to the policy. The policy makes provision for meeting the needs of disabled employees, allowing each employee's needs to be properly considered regardless of impairment type.
Sensory impairment, e.g. blind/having a serious visual impairment, deaf/having a serious hearing impairment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mental health condition, e.g. depression or schizophrenia.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Learning disability/difficulty, e.g. Down's syndrome or dyslexia, or cognitive impairment such as autistic spectrum disorder.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Long-standing illness or health condition, e.g. cancer, HIV, diabetes, chronic heart disease or epilepsy.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other health problems or impairments.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Older People	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Evidence is clear that the prevalence of disability increases with age ² . This

¹ Source: Equality and Human Rights Commission, Research Report 15, *Work and care: a study of modern parents*. <http://www.equalityhumanrights.com/publications/our-research/research-reports/research-reports-11-20/>

² Source: Office for Disability Issues - <http://odi.dwp.gov.uk/inclusive-communications/your-audience/facts-and-figures.php>

– The occurrence of disability increases with age - around 1 in 20 children are disabled, compared to around 1 in 7 working age adults and almost 1 in 2 people over state pension age.

					has been recognised and fully considered as part of the analysis of impact for disabled employees.
Children and Young People	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is no evidence to indicate that these groups have a particular need, based on their protected characteristics, to access the car parks.
Faith Groups	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is no evidence to indicate that these groups have a particular need, based on their protected characteristics, to access the car parks.
Pregnancy & Maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy makes provision for meeting the needs of pregnant staff.
Marriage & Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is no evidence to indicate that these groups have a particular need, based on their protected characteristics, to access the car parks.

- The likelihood of multiple impairments increases with age.

8. If you have indicated that there is a negative impact on any group, is that impact:

Legal? Yes No

Intended? Yes No

Level of impact High Low

No negative impact has been identified:

9. Could you minimise or remove any negative impact - how? (Enter N/A if no negative impact has been identified).

Not applicable

10. Could you improve a positive impact of the Function - how? (Enter N/A if no positive impact has been identified).

Ongoing monitoring of queries, concerns and complaints in relation to the implementation of this policy will allow us to assess the ongoing impact and, as such, improve positive impacts.

11. If there is no evidence that the Function promotes equality of opportunity or improved relations, could it be adapted so that it does - how? (Enter N/A if appropriate).

It is intended that the policy will provide a good level of information for all staff and, as such, increase awareness of disability issues and disability equality across the council.

12. Any other relevant notes:

Not applicable

SECTION 3 – CONSULTATION & RESEARCH IN RELATION TO THE EqIAA

13. What consultation has been conducted with groups and individuals from groups likely to be affected as well as staff, and what evidence has this provided about equalities impact?

A staff survey has been undertaken as part of the review, following decision to proceed by COMT on 24.9.12. This was carried out in Nov/Dec 2012 with all non schools staff. The response rate was 32%.

As part of this consultation an analysis was conducted in respect of the protected characteristic groups of sex, age, disability and race. The information received has been used to inform this equalities analysis.

14. What relevant research (data, reports, expert opinion etc.) has been conducted and what evidence has this provided about equalities impact?

The staff survey has allowed us to specifically research the views of council employees. Trade Unions have also been consulted at a specific meeting on 10.4.13 and also via their representation on the Accommodation Working Group that meets monthly.

Research has also been conducted, including:

- Department of Transport “The Essential Guide to Travel Planning”
- policies of other public sector organisations in the region
- survey of other South West Councils.

15. What contributions does your function/activity make towards promoting community cohesion?

There is no evidence to show that any particular group would be more affected than any other.

SECTION 4 – OUTCOMES

16. The evidence that has been collected under Sections 1, 2 and 3 of this form will need to feed into the decision making process regarding changes to be implemented before any final decisions are taken. There are four possible outcomes of this EqIAA – indicate which outcome below with the reasons and justification for this.

Outcome	Your response	Reason(s) and Justification
Outcome 1: No major change required.	<input checked="" type="checkbox"/>	As a result of the staff survey and the analysis of equalities issues, meetings of trade Unions and COMT, the policy has been written in such a way as to identify and meet the needs of the council, whilst clearly taking into account of the needs of equality groups.
Outcome 2: Adjustments to remove barriers or to better promote equality have been identified.	<input type="checkbox"/>	
Outcome 3: Continue despite having identified potential for adverse impact or missed opportunities to promote equality.	<input type="checkbox"/>	
Outcome 4: Stop and rethink.	<input type="checkbox"/>	

17. List the actions you will take as a result of this EqIAA.

A 3 month post implementation review will be conducted

Record to be maintained of staff concerns, queries and complaints, which will be reviewed as part of the 3 month post implementation review.

SECTION 5 – EqIAA EVIDENCE

18. List and attach the evidence you have which shows how you have systematically considered equality impact.

The staff survey has allowed us to specifically research the views of council employees. Trade Unions have also been consulted at a specific meeting on 10.4.13 and also via their representation on the Accommodation Working Group that meets monthly.

Research has also been conducted, including: Department of Transport “The Essential Guide to Travel Planning”; policies of other public sector organisations in the region; survey of other South West Councils.

Members of EDAT have analysed the impacts and fed into the policy document.