



EQUALITY IMPACT ASSESSMENT FORM

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

NAME OF NEW OR REVISED POLICY / FUNCTION / PROCEDURE	Revised operation and parking charges for blue badge holders in council owned public car parks
DIRECTORATE	Environment
SERVICE AREA	Engineering Services – Traffic Management
CONTACT OFFICER	Mr Dean Smith – Principal Engineer (Traffic Management)
DATE POLICY WILL BE REVIEWED / REVISED NEXT	TBA following monitoring exercise

PURPOSE OF THE POLICY / FUNCTION / PROCEDURE

1.	<p>What is the policy / function / procedure intended to achieve? <i>(Please give a brief description of the purpose of the new or updated policy / function / procedure)</i></p> <p>The revised operational procedure is intended to improve accessibility to the council's public car parks for blue badge holders.</p>
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2.	<p>Who are the service users for whom the policy / function / procedure has been developed? <i>(Who will be directly affected by the delivery of this policy / function / procedure? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)</i></p> <p>Members of the public who are blue badge holders.</p>
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IMPACT ON THE PUBLIC AND STAFF

<p>3.</p>	<p>Does the policy / function / procedure ensure that everyone has an equal access to all the services available? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>The revised policy has been developed following a review of the operation and current parking charges for blue badge holders in the council’s off-street public car parks. The consultation was published on the council’s website and also sent to a number of partnerships and groups in the local community as well as organisations that represent disabled and older members of the community. The proposed changes to the operational procedure are intended to address a number of concerns raised by disabled members of the community.</p>
	<p><u>Actions required</u></p> <ul style="list-style-type: none"> • Provision of additional disabled bays in public car parks • Increase size of disabled bays in a number of public car parks • Introduce a concession of 1 hour extra free parking for blue badge holders in all pay and display car parks • Publicise/promote exemptions for blue badge holders in Caerphilly county borough.

<p>4.</p>	<p>What are the consequences of the policy for particular groups? <i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy differ dependent upon people’s disability, race, gender, sexuality, age, language, religion/belief?)</i></p> <p>The increased number of disabled parking bays will result in marginally less standard parking spaces being provided for able bodies users</p>
	<p><u>Actions required</u></p> <p>None</p>

INFORMATION COLLECTION

<p>5.</p>	<p>Is full information and analysis of users of the service available? <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service?)</i></p> <p>The survey was primarily aimed at blue badge holders and those groups who represent disabled persons were specifically targeted. However, the survey was made available to all members of the public and the views of local partnerships and town & community councils were sought.</p>
	<p><u>Actions required</u></p> <p>None</p>

CONSULTATION

<p>6.</p>	<p>What consultation has taken place? <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this policy / function / procedure? Has the Council's Equalities groups/staff been consulted?)</i></p> <p>Questionnaires were published on the councils website and also sent to local partnerships, town & community councils and groups that represent disabled people. The report has been passed to the council's equality officer for comment.</p>
	<p><u>Actions required</u></p> <p>None</p>

MONITORING AND REVIEW

<p>7.</p>	<p>How will the policy be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community? Are comments or complaints systems set up to record issues by Equalities category?)</i></p> <p>The level of usage by blue badge holders will be electronically monitored.</p>
	<p><u>Actions required</u></p> <p>Car park usage to be monitored during twelve month period of changes being introduced.</p>

<p>8.</p>	<p>How will the policy be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>The feedback/complaints from blue badge holders will be monitored as well as usage of disabled bays and 1 hour free parking if implemented.</p>
	<p><u>Actions required</u></p> <p>Ongoing monitoring of level of usage and complaints received.</p>

9.	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equality training of some sort?)</i></p> <p>No</p>
	<p><u>Actions required</u></p> <p>None</p>

10.	<p>What wider use will you make of this Equality Impact Assessment? <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p> <p>The equality impact assessment will be appended to the Scrutiny report and any subsequent Cabinet report.</p>
	<p><u>Actions required</u></p> <ul style="list-style-type: none"> • EIA, when completed, to be returned to equalities@caerphilly.gov.uk for publishing on the Council's website.

Completed By:	Mr Dean Smith
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Date:	07 August 2013
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Position:	Principal Engineer, Traffic Management
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Name of Head of Service:	Mr Terry Shaw
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