**Equality Impact Assessment / Equality Analysis**

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| **Title of service or policy**  | City Centre Access Restrictions - Phase 1 – Traffic Regulation Order |  |
| Name of directorate and service | Place |  |
| **Name and role of officers completing the EIA** | Tom Hayward, Team Leader Access & Delivery |  |
| Date of assessment  | 20/06/2013 |  |

Equality Impact Assessment (or ‘Equality Analysis’) is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community.  The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community.  Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

**Appendix 9**

Equalities Impact Assessment

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council’s and NHS Bath and North East Somerset’s websites.

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| **1.**  | **Identify the aims of the policy or service and how it is implemented.** |
|  | **Key questions** | **Answers / Notes** |
| **1.1** | Briefly describe purpose of the service/policy including  | The Council is in the process of delivering the Bath Transport Package (BTP). Changes in access to some streets in the city centre, during some hours of the day are part of the project. By introducing vehicle access restrictions on a number of streets in the main shopping areas, we will reduce conflict between vehicles and pedestrians and create a safer and more attractive environment for residents and visitors. This is the first phase of the proposals. |
| **1.2** | Provide brief details of the scope of the policy or service being reviewed, for example:* Is it a new service/policy or review of an existing one?
* Is it a national requirement?).
* How much room for review is there?
 | The Traffic Regulation Order (TRO) for phase 1 of the restrictions will extend the existing Saturday only restriction to a permanent (10am – 6pm) Pedestrian Zone restriction on the following roads:Bath Street, Beau Street, Lower Borough Walls & Stall Street. A separate Pedestrian Zone restriction (24 hours, 7 days a week) will also be proposed for Abbey Green, Abbeygate Street and Swallow Street.The Council has powers to make traffic regulation orders of this nature under sections 1, 2 & 3 of the Road Traffic Regulation Act 1984. |
| **1.3** | Do the aims of this policy link to or conflict with any other policies of the Council? | The TRO compliments the policies contained within The Joint Local Transport Plan 3 (JLTP3). The JLTP3 is the Transport Policy document covering the period 2011-2026. |

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| **2. Consideration of available data, research and information** |
| Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources: * **Demographic** data and other statistics, including census findings
* Recent **research** findings (local and national)
* Results from **consultation or engagement** you have undertaken
* Service user **monitoring data** (including ethnicity, gender, disability, religion/belief, sexual orientation and age)
* Information from **relevant groups** or agencies, for example trade unions and voluntary/community organisations
* Analysis of records of enquiries about your service, or **complaints** or **compliments** about them
* Recommendations of **external inspections** or audit reports
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|  | **Key questions** | **Data, research and information that you can refer to**  |
| **2.1** | What is the equalities profile of the team delivering the service/policy?  | 2 women, 6 men.  |
| **2.2** | What equalities training have staff received? | All staff have received equalities training as part of their induction and some have had more specific customer service/equalities training. |
| **2.3** | What is the equalities profile of service users?  | The City Centre is open to and used by all sectors of society and covers all equality profiles. |
| **2.4**  | What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, consultation findings). Are there any gaps?  | See 2.3 above. |
| **2.5** | What engagement or consultation has been undertaken as part of this EIA and with whom?What were the results? | All key stakeholder groups have been consulted on our proposals. Separate consultation leaflets were produced aimed at people with disabilities explaining the changes and possible alternatives to parking within the restricted zone on double yellow lines. As well as the letter and leaflet drop a Public Consultation day was held in the Guildhall on 16th April & unmanned exhibitions were placed in the ‘One Stop Shop’ + Shop Mobility Centre during this period. The scheme has been amended to address some of the concerns raised relating to access by elderly residents in Hot Bath Street following on from the informal consultation process. |
| **2.6** | If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?  | The Traffic Regulation Order will be subject to formal consultation using the statutory process. This document will be appended to the report as supporting documentation. Equalities issues have been considered from scheme inception. |
| **3. Assessment of impact: ‘Equality analysis’** |
|  | Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:* Meets any particular needs of equalities groups or helps promote equality in some way.
* Could have a negative or adverse impact for any of the equalities groups
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|  |  | **Examples of what the service has done to promote equality** | **Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this** |
| **3.1** | **Gender** – identify the impact/potential impact of the policy on women and men. (Are there any issues regarding pregnancy and maternity?) | n/a | No adverse impacts have been identified in respect of gender. |
| **3.2** | **Transgender –** – identify the impact/potential impact of the policy on transgender people | n/a | No adverse impacts have been identified in respect to transgender people. |
| **3.3** | **Disability** - identify the impact/potential impact of the policy on disabled people (ensure consideration of a range of impairments including both physical and mental impairments)  | The TRO would restrict access to ‘double yellow line parking’ areas to Blue Badge holders between the hours of 10am & 6pm. It would also restrict access to the 3 dual residents/disabled parking spaces in Lower Borough Walls. | Extra designated disabled spaces have been added in Lower Borough Walls on completion of the Gainsborough development, and the disabled spaces in Beau Street will also be reinstated.  |
| **3.4** | **Age** – identify the impact/potential impact of the policy on different age groups | The TRO would impact access to St Johns Alms House in Hot Bath Street & St Michaels day centre.  | Hot Bath Street has been omitted from the proposals and will be made 2 way to allow access to St Johns Alms House & St Michaels day centre. |
| **3.5** | **Race** – identify the impact/potential impact on different black and minority ethnic groups  | n/a | No adverse impacts have been identified in respect to race. |

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|  |  | **Examples of what the service has done to promote equality** | **Examples of potential negative or adverse impact and what steps have been or could be taken to address this** |
| **3.6** | **Sexual orientation -** identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people | n/a | No adverse impacts have been identified in respect of sexual orientation |
| **3.7** | **Religion/belief** – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion. | n/a | No adverse impacts have been identified in respect of Religion/belief |
| **3.8** | **Socio-economically disadvantaged** – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances | n/a | No adverse impacts have been identified in respect of socio economic disadvantage. |
| **3.9** | **Rural communities** – identify the impact / potential impact on people living in rural communities | n/a | No adverse impacts have been identified in respect of the rural communities. |

**4. Bath and North East Somerset Council & NHS B&NES**

**Equality Impact Assessment Improvement Plan**

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

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| **Issues identified** | **Actions required** | **Progress milestones** | **Officer responsible** | **By when** |
| The need to reinstate disabled parking spaces in Beau Street & create new disabled spaces in Lower Borough Walls. | Existing Traffic Regulation Orders (TRO) to be amended by the Council to accommodate the new parking arrangement around the Gainsborough hotel development; as per the section106 planning agreement with the developer. | n/a | n/a | Upon completion of the Gainsborough development Highway works – late 2013 |
| Hot Bath Street will be made 2 way to allow access to St Johns Alms House & St Michaels day centre. | This change will be included on the main City Centre Access TRO that we are proposing. | To be formally consulted upon in July 2013. | n/a | Implementation by end of 2013. |
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**5. Sign off and publishing**

Once you have completed this form, it needs to be ‘approved’ by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council’s and/or NHS B&NES’ website. Keep a copy for your own records.

**Signed off by**: (Divisional Director or nominated senior officer)

**Date: 28th June 2013**