

Appendix 2 - Equality Impact Assessment Screening Tool

1	Lead officer contact details: Tim Gunn			
2	Date: 13 June 2025			
3	Summary of the proposal: Procurement of additional Enforcement Agency services via the YPO Framework			
	Response to Screening Questions	Yes	No	
Please explain your answer.				
a) Type of proposal				
4.	Is this a new proposal or a significant change to a policy or service, including commissioned service?		X	As this is primarily only adding additional Enforcement Agencies to the existing process for recovering parking/traffic debt it is not considered to be new or constitute significant change to the policy of collecting outstanding debt.
5.	Does the proposal remove, reduce or alter a service or policy?		X	See above.
6.	Will there be a restructure or significant changes in staffing arrangements? Please see the restructure pages for guidance for restructure EqIAS .		X	No restructure or significant changes.
7.	If the service or policy is not changing, have there been any known equality issues or concerns with current provision. For example, cases of discrimination or failure to tackle inequalities in outcomes in the past?		X	There are statutory provisions relating to vulnerable debtors and no known equality issues have arisen in the 4 years the current provision has existed.
b) Known inequalities				
8.	Could the proposal disproportionately impact on any particular communities, disadvantaged or vulnerable residents?		X	There are statutory provisions and additionally added provisions around vulnerable debtors.

9.	<p>Is the service targeted towards particular disadvantaged or vulnerable residents?</p> <p><i>This can be a service specifically for a group, such as services for people with Learning Disabilities. It can also be a universal service but has specific measures to tackle inequalities, such as encouraging men to take up substance misuse services.</i></p>		X	The service is not targeted towards particular disadvantaged or vulnerable residents.
10.	Are there any known inequalities? For example, particular groups are not currently accessing services that they need or are more likely to suffer inequalities in outcomes, such as health outcomes.		X	There are no known inequalities.
11	If you have answered yes to at least one question in both sections a) and b), Please complete an EqIA.			<p>If a decision is taken not to proceed with a full EqIA, please document carefully your reasons here:</p> <ol style="list-style-type: none"> 1. The proposal is likely to have no/minimal impact on groups that share the protected characteristics or other disadvantaged groups because of the statutory protections afforded. 2. The proposed changes will not have any impact on service users, residents or staff.