



**Haringey Council**

## Equality Impact Assessment

<b>Name of Project</b>	Staff Car Parking Policy & Procedure	<b>Cabinet meeting date <i>If applicable</i></b>	
<b>Service area responsible</b>	Asset Management		
<b>Name of completing officer</b>	Brenda Brown	<b>Date EqIA created</b>	31/03/2016
<b>Approved by Director / Assistant Director</b>	Stephen McDonnell	<b>Date of approval</b>	

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity between those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a 'Specific Duty' to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers **MUST** include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

<b>Stage 1 – Names of those involved in preparing the EqIA</b>	
1. Project Lead – Brenda Brown – FM Services Manager	5.
2. Equalities / HR – Julie Amory	6.
3. Legal Advisor (where necessary) – Edmund Jankowski	7.
4. Trade unions	8.
<b>Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.</b>	
<p>The aim of this policy is to ensure that access to car parking for staff, Councillors and contractors is applied consistently and fairly in light of the limited and reducing number of parking facilities available.</p> <p>The reduction in parking spaces is consistent with the Council’s Corporate Plan Priority Three objective to create ‘A clean and safe borough where people are proud to live’ by reducing the number of cars attending Council buildings on a daily basis and encouraging staff , contractors and councillors to use public transport when visiting Council offices. The reduction makes it more important to have a robust policy and set of criteria with which to consider applications based primarily on business needs.</p> <p>The Council recognises that as the majority of its staff reside in the borough reducing parking spaces will support its strategic priority to make a real and sustainable difference to the health and wellbeing of Haringey’s residents as underpinned in the Health and Wellbeing Strategy.</p> <p>The policy also recognises the contribution that reducing staff parking makes towards the Council’s Strategic Priority 3 commitment to make a clean, well maintained and safe borough where people are proud to live and work. Reducing staff parking spaces and promoting more sustainable modes of transport will assist in making Haringey one of the most cycling and pedestrian friendly London boroughs.</p>	
<b>Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment</b>	
<b>Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for</b>	

example, data on the Council’s workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.

Data Source (include link where published)	What does this data include?
Equality scorecard profile on Intranet	Age, gender, ethnicity, disability information – for the Council employees

**Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment**  
**This section to be completed where there is a change to the service provided**

Data Source (include link where published)	What does this data include?
Number of available parking	Location and number of available car park spaces: – Alexandra House = 89 Apex House = 35 Civic Centre = 101 Cumberland Road = 41 Bounds Green = 15 River Park House = 38 Woodside House = 26 <b>TOTAL = 307</b>

Number of staff car park permits issued	Data showed 319 permits issued
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**Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:**

**Positive and negative impacts identified will need to form part of your action plan.**

The policy applies to employees and will not directly impact on residents and service delivery. It is recognised that staff may utilise parking spaces in non-controlled streets surrounding Council offices. As part of this policy and the Staff Travel Plan the Council encourages staff to use other modes of transport including cycling, walking and public transport.

**Stage 5b - For your employees and considering the above information, what impact will this proposal have on the following groups:**

**Positive and negative impacts identified will need to form part of your action plan.**

	Positive	Negative	Details	None – why?
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<b>Sex</b>		x		
<p>A higher percentage of staff car parking permit holders are female (current users 160 Female and 120 Male) therefore it is recognised that any changes could disproportionately impact on women. As the new policy applies to men and women equally there is no evidence to suggest a direct negative impact on women. It is recognised that part timers may be disproportionately affected by the policy as they tend to arrive at time when the car park may already be full. Within the Council the majority of part timers are female therefore it is accepted that the policy could indirectly impact on women. To mitigate this potential indirect impact FM will look at where staff who work part time are based to ensure that we do not over subscribe in the car parks that they use – for example at RPH has limited spaces so we would look at the percentage of oversubscription at each car park to accommodate those who apply and who are part timers or work flexibly.</p>				
<b>Gender Reassignment</b>		x		
<p>The new scheme introduces a fairer process based on a set of justifiable criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on gender reassignment.</p>				
<b>Age</b>		x		
<p>The new scheme introduces a fairer process based on a set of justifiable criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on age as access to the car parking spaces is available to all staff who meet the eligibility criteria.</p>				
<b>Disability</b>		x		
<p>It is recognised that people who have disabilities may be less able to take advantage of other modes of transport when compared to their peers/colleagues. It is also accepted that those who have mental health issues and employees with for example visual disabilities may feel less able to travel flexibly. To recognise this the new policy provides Blue Badge Holders who apply under the scheme access to designated bays at no cost to the individual. The new policy has also increased the amount of available disabled bays.</p> <p>Employees who are not Essential Users or Blue badge holders but who have a health condition or restricted mobility are still able to apply for a parking space under the other eligibility criteria. The restricted mobility category allows an employee who has a health condition but is not an eligible blue badge holder and who is not required by their role to use their vehicle for work to apply under the Priority 4 – Restricted mobility category.</p> <p>Some people with certain disabilities such as upper limb problems may find it difficult to use some car park machinery such as swipe access at</p>				

at the entry – parking provisions for these staff should be made in barrier free car parks or special access arrangements made based on individual needs				
<b>Race &amp; Ethnicity</b>	x			
There is no evidence to suggest that the new policy will have a direct or indirect impact based on race or ethnicity. It is recognised that some staff may not speak English as their first language or who may have adult literacy issues. To address this we will ensure that managers are aware of the process so can inform their employees of the availability of the car parking scheme and when car parks are refurbished look at including different languages on signage.				
<b>Sexual Orientation</b>	x			
The new scheme introduces a fairer process based on a set of justifiable criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on Sexual Orientation.				
<b>Religion or Belief (or No Belief)</b>	x			
The new scheme introduces a fairer process based on a set of justifiable criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on religion or belief (no belief).				
<b>Pregnancy &amp; Maternity</b>	x			
Temporary designated parking spaces may be required for those employees and visitors whose circumstances in relation to pregnancy and maternity would require the Council to make a reasonable adjustment to the car parking arrangements in order to enable the employee to access the work place. For employees this would be based on medical advice and guidance with regard to capability. Some pregnant women find it hard to get in and out of car within normal width parking bays. When a car park is refurbished, ensure wider bays are installed where this is done it will result in a reduction of available bays.				
<b>Marriage and Civil Partnership</b> (note this only applies in relation to eliminating unlawful discrimination )		X		
The new scheme introduces a fairer process based on a set of justifiable criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect				

impact based on marriage and civil partnership).	
<b>Stage 6 - Initial Impact analysis</b>	
	<b>Actions to mitigate, advance equality or fill gaps in information</b>
Disabled access to all car parks	Risk Assessment re access to all car parks to be undertaken. Continue to investigate ways of using car park technology such as fob/remote access to help disabled staff. When a car park is refurbished ensure that wider disabled bays are installed
Gender	FM will look at where staff who work part time are based to ensure that we do not over subscribe in the car parks that they use – for example at RPH has limited spaces so we would look at the percentage of oversubscription at each car park to accommodate those who apply and who are part timers or work flexibly.
Pregnancy & Maternity	When a car park is refurbished ensure that wider parent and child bays are installed.
Race & Ethnicity	When looking into updating signage will ensure that new signs give instructions in variety of languages. Will continue to have signs only in English although wil use symbols wherever possible. To address this FM will ensure that managers are aware of the process so can inform their employees of the availability of the car parking scheme and when car parks are refurbished look at including different languages on signage.
<b>Stage 7 - Consultation and follow up data from actions set above</b>	
<b>Data Source (include link where published)</b>	<b>What does this data include?</b>
Human Resources 26 October 2015 Unison - 05 November 2015 Legal Department – 29 February 2016 Finance Department – 29 February 2016 Occupational Health – 01 March 2016	Comments from consultees

**Stage 8 - Final impact analysis**

FM will address the issues identified and summarised in Stage 6 above.

**Stage 9 - Equality Impact Assessment Review Log**

Review approved by Director / Assistant Director

Date of review

Review approved by Director / Assistant Director

Date of review

**Stage 10 – Publication**

Ensure the completed EqIA is published in accordance with the Council's policy.