

EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 legally requires all public bodies, including local authorities, to carry out equality analysis and to publish their results. CMT have agreed that we will continue to use Equality Impact Assessments to meet this requirement but using a revised template.

- Equality Impact Assessments (EIAs) should be carried out whenever you plan, change or remove a service, policy or function. Carrying out a good Equality Impact Assessment will help you to:
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

Remember: EIAs need to cover both the impacts on the workforce (employment) and customers/public (service delivery).

EIAs are public documents and will be published on the Slough Borough Council website. When you have completed an EIA please send it to Equalities@slough.gov.uk. If this EIA is part of a Committee Report please **also** send to Joannah.Ashton@slough.gov.uk in Democratic Services.

When filling out the EIA please refer to the separate *Background information* document and for more information please look at the [Equalities](#) Page on our Intranet.

Equality Impact Assessment

Directorate: Resources and Regeneration	
Service: Transport	
Name of Officer/s completing assessment: Eddie Hewitt	
Date of Assessment: 17th February 2014	
Name of service/function or policy being assessed: Permit Scheme for Road Works and Street Works	
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>To enable the Network Management team to have greater control of the road network in Slough, and thereby to :</p> <ul style="list-style-type: none"> - Reduce traffic congestion / Improve traffic flow within the borough and across boundaries with neighbouring authorities - To ensure compliance by both internal and external works promoters, enabling the Council to more fully satisfy the requirements of the Traffic Management Act (TMA, 2004). - To improve road safety. - To improve accessibility for all road users.
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>The permit scheme will be implemented and managed by the Network Management team in the Transport service area of Slough Borough Council. Once in operation, the Network Management team will be responsible for the administrative aspects of scheme, with practical input from Highways via Streetworks inspections and similar works related contributions.</p> <p>Although the Local Highways Authority has ultimate control, the success of any permit scheme depends on an enhanced partnership arrangement between the authority and all internal external works promoters operating in the designated area.</p>
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <p>Potentially, the entire community. This includes :</p> <ul style="list-style-type: none"> - Highways (road and footway) users including motorists, pedestrians, cyclists, wheel chair users and those who use other mobility aids.

	<ul style="list-style-type: none"> - Residents - School pupils and staff - Business owners and staff (including delivery and collection services) - Non-commercial organisations based in the area - The Emergency services - Commuters using the area as part of their route - Any other members of the community not mentioned here <p>Age: The overall impacts are expected to be the same for people of all ages. However, children of school age and the elderly are likely to be affected. See section 4 for the impacts.</p> <p>Disability: People with disabilities are likely to be affected. See section 4 for the impacts.</p> <p>Pregnancy and maternity: Expectant mothers and parents with prams may be affected. See section 4 for the impacts.</p> <p>Race: No impacts are anticipated specific to any particular race.</p> <p>Religion and Belief: No impacts are anticipated specific to any particular faith.</p> <p>Low income groups May be affected. See section 5 for the impacts.</p>
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p>Age, Disability, Pregnancy and Maternity A positive impact is anticipated for these groups in terms of improved control of roadworks, helping to ensure that where e.g. footways are</p>

	<p>blocked, suitable alternative access routes are maintained at all times.</p> <p>Given the vulnerable status of younger road users, better traffic arrangement at works sites is expected to improve safety for children travelling to school by 'active travel' modes. Older people will also benefit from temporary road and footway access, along with better control of movement of traffic.</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p>Age, Disability, Pregnancy and Maternity There are no anticipated negative impacts for the above groups.</p> <p>Low income groups There is the potential for the utility companies, responsible for the majority of works by statutory undertakers, to try to recover the cost of permit fees by increasing their energy charges.</p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p>The project to develop a permit scheme for SBC will include :</p> <ul style="list-style-type: none"> - A detailed time and cost analysis of both the current NRSWA (New Roads and Streetworks Act) administrative processes and the anticipated equivalents in the operation of a permit scheme. Specialist consultancy is being arranged to enable data collection and analysis for this purpose. - Reference to the existing quarterly performance submission to the DfT, relating to SBC performance levels - Reference to issues raised in the regular internal consultation between Network Management and Highways/Streetworks.
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p>The Council receives communications from residents and motorists, regarding roadworks and traffic management in the borough. An example is notification of poorly set out works sites that block pedestrian routes or reduce visibility for motorists. Inspections and investigations are undertaken, with those responsible contacted and remedial measures implemented as appropriate.</p>

	<p>The project to develop a permit scheme for SBC will include a formal consultation with all relevant stakeholders, including but not limited to the statutory works promoters, the emergency services, and all relevant SBC departments.</p> <p>The introduction and application of a permit scheme will involve learning a new system in the course of daily working activities for some staff, but is not expected to materially affect any employment terms and conditions. Hence there are no plans to consult the unions or similar groups.</p> <p>There are no plans for public engagement with specific groups or individuals, since the permit scheme is not expected overall to have any negative impacts for any particular groups or individuals.</p>
8.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p>The only negative impact envisaged is the possible increase in energy bills by utility companies to recover the cost of permit fees. The Council has limited ability to influence any such impact. However, through good planning by the utility companies, and a well managed permit scheme with good works coordination, there is scope for the utility companies to minimise their permit expenses. Hence the main plan here is to continue and to enhance the existing good relationship between SBC and all works promoters.</p>
9.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Please see action plan below.</p> <p>SBC's Network Management team will continue to monitor network activity and to promote the expeditious movement of traffic on the network. Specifically regarding the administrative aspects of the scheme, there will be :</p> <ul style="list-style-type: none"> - Regular data collection and collation, including number of permits issued, number of infringements, road category, works category etc. - Regular reviews of permit fees, to ensure that the scheme is not generating excess profit. <p>The SBC Transport service / Network Management team will continue to work in partnership with First Bus Group (and potentially other companies), and also with the Emergency Services, to consider the actual impact of the permit scheme on roadworks across the borough, and to maintain accessibility and free movement of traffic.</p>

What course of action does this EIA suggest you take? More than one of the following may apply	✓
Outcome 1: No major change required. The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
Outcome 2: Adjust the policy to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
Outcome 3: Continue the policy despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
Outcome 4: Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
Design of the Permit Scheme and submission of application to the Department for Transport (DfT)		Eddie Hewitt / Network Management.	Approval to implement to be granted by the DfT		Application deadline : August 1 st 2014	
Full consultation.	All relevant network stakeholders.	Eddie Hewitt / Network Management.	All stakeholders to have an opportunity to comment, and for all concerns to be responded to.		End of June 2014	

Final decision to implement the scheme to be made by Cabinet.		Cabinet, with particular input from Cllr. Sohail Munawar	Approval to implement		July 2014	
Monitoring to take place, as set out in section 9	All road network users.	Eddie Hewitt / Network Management.	Reduced traffic congestion and pollution in the local area (and on the wider network) Improved road safety. Satisfaction by DfT that the scheme is running successfully. Satisfaction by Council that the scheme is helping to achieve the overall SBC objectives.		Post implementation (from April 1 st 2015)	Ongoing monitoring

<p>Name: Eddie Hewitt</p> <p>Signed:E.C. T. Hewitt.....(Person completing the EIA)</p> <p>Name:</p> <p>Signed:(Policy Lead if not same as above)</p> <p>Date:</p>
