

# EQUALITY IMPACT ASSESSMENT - CCC635738617

**Which service and directorate are you submitting this for (this may not be your service and directorate):**

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

**Your name:** Ian Read

**Your job title:** Operations and Contracts Officer

**Your directorate, service and team:**

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

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**Proposal being assessed:** Procurement of Civil Parking Enforcement Services

**Business plan proposal number:** 2024/064

**Key service delivery objectives and outcomes:** The objectives of Civil Parking Enforcement (CPE) are to manage parking to: · Reduce congestion · Support business and the communities by addressing inappropriate parking · Encourage correct, sensible and safe parking · Improve compliance with parking restrictions · Ensure designated parking spaces are used only by those they are intended for · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving

**What is the proposal:** The service is looking to procure a new parking enforcement services contract. We already have a contract in place, however this is due to expire in July 2025 with no further extension periods available within the scope of the contract. The procurement for the renewal of the service is due to go before committee for approval due to the value of the contract.

**What information did you use to assess who would be affected by this proposal?:** The service will affect the general public so potentially includes all areas identified as protected characteristics. Internally by the council it will only be used by a small subset of employees within the parking services department. Additionally as this is a services/ man-hours contract potentially existing and future contracted employees may also be affected.

**Are there any gaps in the information you used to assess who would be affected by this proposal?:** No

**Does the proposal cover:** Specific teams

**Which particular employee groups/service user groups will be affected by this proposal?:**

The parking enforcement team will work closely with those contracted through the service. Additionally the general public will be affected as the service affects users of the highway

**Does the proposal relate to the equality objectives set by the Council's EDI Strategy?:**Yes

**Will people with particular protected characteristics or people experiencing socio-economic inequalities be over/under represented in affected groups:** About in line with the population

**Does the proposal relate to services that have been identified as being important to people with particular protected characteristics/who are experiencing socio-economic inequalities?:** No

**Does the proposal relate to an area with known inequalities?:**Don't know

**What is the significance of the impact on affected persons?:**The impact of the service on the general public is very significant. Without the service in place many people will be disadvantaged as the objectives and outcomes of the service are not met, negatively impacting the everyday life of both residents in the City of Cambridge and South Cambridge District Area, along with users of the highway in these areas. Consequences of not meeting these objectives would also potentially disproportionately affect users with mobility issues, or other issued with a Blue Badge

**Category of the work being planned:** Procurement

**Is it foreseeable that people from any protected characteristic group(s) or people experiencing socio-economic inequalities will be impacted by the implementation of this proposal (including during the change management process)?:** Yes

**Please select:** Disability

**Research, data and /or statistical evidence:**<https://www.gov.uk/government/statistical-data-sets/blue-badge-scheme-statistics-data-tables-dis> Data from the government based on the amount of blue badges issued, 4.56% of the population as of the end of 2023. DIS104 used to gain figures relating to Blue badges in the region. DIS105 used to gain figures in further detail, Cambridgeshire has a rate of 4.57% of the population as blue badge holders, so slightly above national average, with the East of England as a whole being slightly below the average at 4.52%. Cambridgeshire has approximately 31,000 blue badge holders as issued by the local authority.

**Consultation evidence:** N/A

**Based on all the evidence you have reviewed/gathered, what positive impacts are anticipated from this proposal?:** The primary positive benefits are listed in our objectives and aims of the service as such it will bring about the following benefits: · Reduce congestion · Support business and the communities by addressing inappropriate parking · Encourage correct, sensible and safe parking · Improve compliance with parking restrictions · Ensure designated parking spaces are used only by those they are intended for · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving This will provide benefit for a range of the protected characteristics. For example for those with a poor socio-economic background they may be more reliant on public transport which this procurement aims to help. Additionally as previously mentioned in this report disabled people of Cambridge benefit not only through the improved public transport where they may have issues arranging their own transport, but for those who do have their own personal transport this enables them to park closer to potential destinations by ensuring

that the relevant areas are kept clear for them through enforcement, as outlined in the fourth bullet point.

**Based on consultation evidence or similar, what negative impacts are anticipated from this proposal?:** The primary negative impact of parking enforcement would be the issuance of penalty charge notices to those of a poor socio-economic background which may cause undue financial stress. However separately to this procurement, the service as a whole does have measures in place to mitigate this effect through programs such as repayment programs to make the debt more manageable. Additionally where a penalty charge notice reaches the enforcement agent stage of its lifecycle there are various relief programs available through the council's Enforcement Agent contract such as debt workshops.

**How will the process of change be managed?:** The process of change will be managed through the procurement process. Working in line with and receiving advice from the procurement team we have already identified approximate timelines for major events to ensure that there is ample time to ensure a smooth transition of the service if there is to be a change of provider. This would facilitate that there is enough time available for processes such as the required TUPE to be undertaken so that existing employees are not negatively impacted by this process. Additionally ahead of the go live date we will arrange for several meetings with any potential new providers to ensure that there are no disruptions to the service so that the general public is not adversely affected through the service not being able to deliver its goals and objectives.

**How will the impacts during the change process be monitored and improvements made (where required)?:** Due to the nature of the service and the way the procurement is due to be handled there should be no direct impact on the service due to a continuous service supported by TUPE. Where there is a perceived impact on the service we may receive correspondence from the general public either by telephone or email, at which point we review the resources in place and adapt appropriately to any perceived issues.

**Equality Impact Assessment Action Plan:**

Details of negative impact (e.g. worse treatment/outcomes)	Groups affected	Severity of impact	Action to mitigate impact with reasons/evidence to support this or justification for retaining negative impact	Who by	When by
As mentioned previously within this report the primary negative impacts of procurement issues with this service relating to the service not being able to achieve its planned outcomes and goals. As such this primarily disbenefits the disabled community and those of a poor socio-economic background due to the impact on availability of parking, and the potential degradation of the public transports offerings.	Disability, Socio-economic inequalities	Medium	Through the constant monitoring of the service during the potential transitional period if there is a new supplier any issues may be identified and engaged with to reduce the impacts. Additionally if a new supplier is awarded to frequent meetings and updates shall be provided during the implementation period.&nbsp;	Philip Hammer, Parking Services Manager	01/08/2025

**Head of service:** David Allat

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**Confirmation:** I confirm that this HoS is correct