Appendix 1

Equality Impact Assessment blank template (Word)

This Equality Impact Assessment (EqIA) form is a template document for colleagues completing EqIAs to know what questions will be asked when they complete the online form.

The online EqIA process should be completed for all EqIAs, but this black template should enable collaboration between colleague before completing on online form.

Stage 1: Action being taken/details of person completing the form	
Details of person undertaking assessment	
Form reference	This will be provided when you start the online form (link)
Your name	This will be pre-populated
Your job title	This will be pre-populated
Your directorate	This will be pre-populated
Your service	
Your team	Transport Strategy and Funding
Your email	This will be pre-populated
Proposal being assessed Specification for procurement of Electric Vehicle Chargepoints	Procurement of electric vehicle infrastructure using funding from the government's Local Electric Vehicle Infrastructure (LEVI) fund.
Business plan proposal number (if applicable)	

Stage 2: Proposal details	
What is the name and description of the policy being assessed?	Procurement of electric vehicle infrastructure using funding from the government's Local Electric Vehicle Infrastructure (LEVI) fund.
What type of policy is this?	• New ☒ • Major change ☐ • Minor change ☐
Is this EqIA supporting a committee paper/business case?	Yes ☒ No ☐

Stage 3: Identifying impacts on affected groups (screening question) 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?

Yes ☒

No ☐

If you select 'NO' - you will complete a screening form

You will be asked you to provide an evidence-based analysis of your assessment that your plans will have no impacts for people with protected characteristics or our priority group of socio-economic inequalities. You are asked to explain each group in turn. Where the justification is the same, you can avoid duplication by saying for later groups that the explanation under an earlier group applies. For example, you might explain that your EqIA is for a revised procedure which combines two previous procedures which both had robust and effective EqIAs in place, without making any significant changes to them. Therefore, there will be no impact on people from these changes.

If you selected 'YES' for the above screening question, you would go on to complete the full EqIA as below (see stage 4).

Stage 4: Impact and evidence
From your assessment, using your data/evidence gathered, what is the potential direct or indirect impact of the proposed change on these groups that are protected characteristics in the Equality Act 2010? (Please tick relevant box for each characteristic, and assess whether the policy may produce positive, negative, or neutral impacts.)

Age

Neutral impact ☐

Positive impact ☒

Negative impact ☒

Disability

Neutral impact ☐

Positive impact ☒

Negative impact ☒

Gender reassignment

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Marriage/civil partnership

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Pregnancy and maternity

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Race

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Religion/belief

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Sex

Neutral impact ☐

Positive impact ☐

Negative impact ☒

Sexual orientation

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Care experienced

Neutral impact ☒

Positive impact ☐

Negative impact ☐

Other identified groups - Groups with different socio-economic groups, area inequality(rurality), income, resident status (migrants)/ language barriers. Begin to think intersectional here.

Neutral impact ☐

Positive impact ☒

Negative impact ☐

You identified positive/negative impacts – please explain each one and supporting evidence: (This can include relevant national/local data, research, monitoring information, service user feedback, complaints, audits, consultations, EqIAs from other projects or other local authorities, review of customer complaints and feedback and staff surveys; or use of census data):

AGE
Research relating to age:
Public Health England: Working together to promote active travel (2016)
Sustrans: The Greater Cambridge Walking and Cycling Index (2021)
Possible: Streetspace Invaders: mitigating the growing risk that EV charging poses to scarce pedestrian space (2023)

Positive impacts:

- This project is aimed at providing on-street chargepoints for use by residential properties that don't have their own off-street parking. Properties without off street parking can be a reasonable proxy for less expensive housing that younger people or people on lower incomes are likely to inhabit. Through providing more on-street chargepoints in locations where properties typically don't have the benefit of off-street parking, younger residents and those on lower incomes will benefit from having the ability to charge an electric vehicle. This will become even more important as the second-hand market for electric vehicles starts to mature and the EVs become more affordable to the wider population. In 2024, sales of used EVs increased by 57% in the UK, and typical running costs are

around £1,600 a year lower than for petrol cars (ECIU, 2024). Together, this means EV ownership is becoming more affordable and accessible for a wider range of people.

Negative impacts:

- Older residents may face digital and physical accessibility issues with chargers
- Additional street clutter due to charging infrastructure may impact negatively on their ability to walk or wheel on pavements.

DISABILITY
***Research relating to disability*:**
DfT: Walking and cycling statistics factsheet (2021)
Research Institute for Disabled Consumers: Going electric? Research report into the accessibility of electric vehicles (2021)
Motability: The Transport Accessibility Gap (2022)
Sustrans: The Disabled Citizen's Inquiry (2022)
Sustrans: The Greater Cambridge Walking and Cycling Index (2021)
Possible: Streetspace Invaders: mitigating the growing risk that EV charging poses to scarce pedestrian space (2023)

Positive impacts:

- The Motability scheme is intending to have its entire fleet transitioned to electric by 2027. A greater number of chargepoints will mean that residents who use a Motability vehicle or who are eligible for the scheme will have greater confidence that there will be a chargepoint located near their home.

Negative impacts:

- Design of chargepoints or siting in inaccessible locations could result in disabled users being unable to use the chargepoint.
- Additional street clutter due to charging infrastructure may impact negatively on their ability to walk or wheel on pavements.

GENDER
Research relating to gender:
DfT: Walking and cycling statistics factsheet (2021)
Sustrans: The Disabled Citizen's Inquiry (2022)
Women's Budget Group: Towards gender inclusive and sustainable transport systems (2021)
International Transport Forum: Transport Innovation for Sustainable Transport – a gender perspective (2021)
Sustrans: The Greater Cambridge Walking and Cycling Index (2021)
Invisible Women by Caroline Criado-Perez Invisible Women | Caroline Criado Perez
Possible: Streetspace Invaders: mitigating the growing risk that EV charging poses to scarce pedestrian space (2023)

Negative impacts:

- Statistically, unpaid labour and caring responsibilities still overwhelmingly fall to women meaning they tend to be more encumbered by travelling with prams and pushchairs,

small children or elderly people they are caring for. Additional street clutter due to charging infrastructure may impact negatively on their ability to walk or wheel safely on pavements.
- Siting of chargepoints in inappropriate locations could mean that women feel unsafe when using the chargepoint, especially if not lit or in isolated locations

Research relating to socio-economic status:
DfT: Walking and cycling statistics factsheet (2021)
Sustrans: The Disabled Citizen's Inquiry (2022)
The Health Foundation: Trends in households without access to a car (2021)
Sustrans: The Greater Cambridge Walking and Cycling Index (2021)
Possible: Streetspace Invaders: mitigating the growing risk that EV charging poses to scarce pedestrian space (2023)
Cenex: Electric Vehicle Infrastructure Barriers (2021)

Positive impacts:
- This project is aimed at providing on-street chargepoints for use by residential properties that don't have their own off-street parking. Properties without off street parking can be a reasonable proxy for less expensive housing that younger people or people on lower incomes are likely to inhabit. Through providing more on-street chargepoints in locations where properties typically don't have the benefit of off-street parking, younger residents and those on lower incomes will benefit from having the ability to charge an electric vehicle. This will become especially important as the second-hand market for electric vehicles starts to mature and EVs become more affordable and widespread for the wider population. Recent data from the Society of Motor Manufacturers and Traders (SMMT, 2023) shows that sales of second-hand EVs rose by over 80% year-on-year, driven largely by falling prices and increased supply as the first wave of EVs enters the used market. The average second-hand EV is now 25–30% cheaper than three years ago, making them increasingly accessible to lower-income households.

  Income-linked transport data also suggests that younger and lower-income drivers are more sensitive to cost. According to the Department for Transport National Travel Survey (2021), households in the lowest income quintile are far less likely to own a vehicle at all, but when they do, they are more reliant on older, lower-cost cars. As the used EV market expands, this demographic is expected to benefit most.

  In addition, The Health Foundation (2021) highlights that households in the lowest income groups are less likely to have off-street parking, meaning they would be disproportionately reliant on public charging infrastructure. Without accessible on-street charging, these groups risk being excluded from the transition to electric mobility.

  Together, this evidence suggests that younger residents and those on lower incomes stand to benefit significantly from increased public charging availability, particularly as the used EV market matures and purchase prices fall into a more affordable range.

Negative impacts:
- Under the current UK tax system, domestic electricity supplies are subject to VAT at 5%, whereas it is charged at 20% on all other supplies, including public chargepoints. Based

on current tariffs, there is an emerging equity issue between those who can charge from home and those who rely on public chargepoints.

Rurality
Research relating to rurality:
Cambridge and Peterborough Combined Authority: Electric Vehicle Infrastructure Strategy
Motability customers: Distribution of customers in Cambridgeshire
Cambridgeshire Insights: Census 2021 Travel to Work summary
Cambridgeshire Insights: Indices of Multiple Deprivation

Research and modelling undertaken locally using GIS-type software Catchment Modeller has identified that public chargepoints are overwhelmingly located in urban areas or along main routes, with a stark lack in rural parts of Cambridgeshire and Peterborough. This aligns with national data: Cenex (2021) found that 78% of rural EV users cited a lack of convenient public charging as a key barrier to adoption.

Furthermore, Catchment Modeller shows that between 20–25% of households outside Cambridge and Peterborough have no off-street parking, leaving them reliant on public infrastructure. Rural residents are also more car-dependent: Census 2021 data shows that over 80% of rural households in Cambridgeshire have access to at least one car, compared with under 70% in urban areas. According to the Department for Transport National Travel Survey (2021), people living in rural areas drive on average 4,700 more miles per year than those in urban areas, reflecting fewer alternatives.

At the same time, public transport use is markedly lower in rural communities. Cambridgeshire Insights (Census 2021) highlights that fewer than 10% of rural residents commute by bus or train, compared with over 25% in Cambridge City. This higher reliance on private vehicles, coupled with reduced charging availability, creates a significant equity issue for rural households wishing to transition to electric vehicles.

Positive impacts:

- The CPCA's Electric Vehicle Infrastructure Strategy has developed an objective of 80% of residential properties across the area being within a 5 minute walk of a public chargepoint by 2040. This project seeks to deliver this, through targeted distribution of chargepoints focused in areas that aren't currently commercially attractive to Chargepoint Operators. The project intends to provide chargepoints in a minimum of 930 locations across the Cambridgeshire and Peterborough area, where there is a higher proportion of residential properties without off street parking and that currently are further than a 5-minute walk to a public chargepoint.

Stage 5: Mitigating impact actions

Queston: Now you have identified the foreseeable impacts of the policy, please repeat any negative or positive impacts for each group and state a) any mitigating actions for each negative impact and/or b) any actions you can take to enhance positive impacts them.

Identified impact on protected group	Action to mitigate or enhance	Officer responsible for action	Completion date
Increase in number of on-street public chargepoints for use by properties that don't have off-street parking.	Ensure that there is a comprehensive communications strategy in place as chargepoints are installed.	Sohail Ilyas	December 2026
If EVCPs are located in the footway, or cables or other obstructions are placed across the footway to connect to a vehicle on the carriageway, then the greatest impact is likely to be on pedestrians or those who use wheeled modes such as wheelchairs, mobility scooters or who travel with pushchairs. The significance of added street furniture can be significant for groups with disabilities.	Ensure tender documents specify that chargepoints must be installed in line with CCC EV highway policy which was developed to mitigate these identified impacts	Sarah Hatcher	January 2026
EVCPs not being accessible for people with disabilities, older age groups who can find digital technology a barrier, women who often are encumbered by small children or other caring responsibilities.	Ensure tender documents specify that chargepoints must be installed in line with CCC EV highway policy which was developed to mitigate these identified impacts. A requirement will also be included that the CPO must set out how each installation meets the guidance set out in PAS1899:2023, giving particular consideration to the following: signage and	Sarah Hatcher	January 2026

	information; the built environment including space around the vehicle; charging of the vehicle.		
Residents without access to off-street parking and who live in locations not seen as commercially viable for chargepoint operators have limited options to charge an EV	Specify in tender documents areas that need to be covered in deployment of EV infrastructure	Sarah Hatcher	January 2026
Residents without off-street parking will pay more to charge an EV at a public chargepoint than residents who are able to charge at home from a domestic supply	Explore in soft market testing and include question in Invitation to Tender how differential charging rates might be applied for local residents	Sarah Hatcher	January 2026

Did you engage with an EqIA Super User when developing your EqIA?
Yes ☐ No ☒

Stage 6: Sign off and approval

To ensure a robust, respectful, and transparent approval process:

- Please do not enter your own details here, even if you are a Head of Service (or equivalent). This is to ensure that someone else reviews your work.
- Please do not enter the details of someone you line manage and/or with less authority than you.

Please find and select your Head of Service (or equivalent).