


# EQUALITY IMPACT ASSESSMENT – PARKING FEES AND CHARGES MARCH 2023

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> This is the person completing the EIA template.	Zoe Anning (Parking Operations Manager)	<b>Department and service:</b>	Parking Service, Plymouth Highways	<b>Date of assessment:</b>	13/03/2023
<b>Lead Officer:</b> Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Mike Artherton (Head of Plymouth Highways)	<b>Signature:</b>		<b>Approval date:</b>	15/03/2023
<b>Overview:</b>	Enforcement Agent Services for the recovery of unpaid parking and bus lane penalty charge notices (Parking Services). The Council has a requirement to be able to arrange for recovery of unpaid sums and, subject to the prerequisite legal authority to do so, will sometime use the services of Enforcement Agents (who also act as collection Agents and High Court Enforcement Officers) to carry out this function.				
<b>Decision required:</b>	To approve the variation to the Enforcement Agent Services - Lot 3 – Parking Services contract.				

## SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

<b>Potential external impacts:</b> Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	<b>Yes</b>		<b>No</b>	X
<b>Potential internal impacts:</b> Does the proposal have the potential to negatively impact Plymouth City Council employees?	<b>Yes</b>		<b>No</b>	X
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	<b>Yes</b>		<b>No</b>	X

If you do not agree that a full equality impact assessment is required, please set out your justification for why not.

There is no evidence to suggest a specific group will be differentially impacted by this.

Recovery and enforcement action is applied to all nonpayers. When serving Penalty Charge Notice's, the Civil Enforcement Officer does not discriminate against individuals, if a motorist has used a bus lane or parked in contravention of the regulations a Notice is served. Penalty Charge Notices are issued against the vehicle, if it remains unpaid it is the Registered Owner/Keeper who is liable for the outstanding charge.

Plymouth City Council only use Enforcement Agents as a last resort when all other avenues have been exhausted. We would have made various attempts to recover payment before taken this action.

The Contract requires the Enforcement Agents to comply with the Equalities Act and follow the CIVEA Code of Conduct and Good Practice and requirements of The Debt Respite Scheme (Breathing Space Moratorium and Mental Health Crisis Moratorium) (England and Wales) Regulations 2020 (SI2020/1311).

Both Enforcement Agents have a Vulnerability and Safeguarding Policy that clearly describes the additional steps taken in the event that a household may be vulnerable to avoid adverse impact.



CDER - Vulnerability  
and Safeguarding Poli

### SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department

<b>(Equality Act, 2010)</b>	All data is from the 2011 Census except for age and sex which has been updated with 2021 data. Data will be updated with the 2021 Census data as it becomes available.			
<b>Age</b>	<p>Plymouth</p> <ul style="list-style-type: none"> <li>• 16.4 per cent of people in Plymouth are children aged under 15.</li> <li>• 65.1 per cent are adults aged 15 to 64.</li> <li>• 18.5 percent are adults aged 65 and over.</li> <li>• 2.4 percent of the resident population are 85 and over.</li> </ul> <p>South West</p> <ul style="list-style-type: none"> <li>• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.</li> <li>• 22.3 per cent are aged 65 and over.</li> </ul> <p>England</p> <ul style="list-style-type: none"> <li>• 17.4 per cent of people are aged 0 to 14.</li> <li>• 64.2 per cent of people are aged 15 to 64.</li> <li>• 18.4 per cent of people are aged 65 and over.</li> </ul> <p>(2021 Census)</p>	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Disability</b>	<p>9.4 per cent of residents in Plymouth have their activities limited 'a lot' because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited 'a little' because of a</p>	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A

	physical or mental health problem (2021 Census)			
<b>Gender reassignment</b>	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Marriage and civil partnership</b>	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married.  0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Pregnancy and maternity</b>	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Race</b>	In 2021, 94.9 per cent of Plymouth's population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)  People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)  92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese,	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A

	Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).			
<b>Religion or belief</b>	48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census). Those who identified as Muslim account for 1.3 per cent of Plymouth's population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
<b>Sexual orientation</b>	88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A

## SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No adverse impacts on human rights are expected from this decision.	N/A	N/A

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

<b>Equality objectives</b>	<b>Implications</b>	<b>Mitigation Actions</b>	<b>Timescale and responsible department</b>
<b>Celebrate diversity and ensure that Plymouth is a welcoming city.</b>	Plymouth City Council remains committed to celebrating the diversity of the city.	Not applicable.	Not applicable.
<b>Pay equality for women, and staff with disabilities in our workforce.</b>	Plymouth City Council is committed to equal opportunities and the fair treatment of its workforce. As an employer, we have a clear policy of paying employees equally for the same or equivalent work regardless of gender or disability. The Council operates a comprehensive job evaluation scheme to ensure that rates of pay are fair and are based wholly on the role being undertaken	In line with our current policies, we will continually review our employees' wellbeing.	
<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	Our People Strategy 2020 – 2024 sets out our approach towards ensuring that the Council's workforce can adapt and meet the ever-changing needs of the Council and our residents.	Not applicable.	Not applicable.
<b>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</b>	The Council is committed to reducing and tackling hate crime and ensuring that victims are treated in a trauma informed manner to ensure that they get the outcome which is most appropriate for them. The Council works closely with the Safer Plymouth Partnership, the community safety partnership for the city. Hate crime data is monitored.	Not applicable.	Not applicable.
<b>Plymouth is a city where people from different backgrounds get along well.</b>	The Council is committed to promoting cohesion within the city.	Not applicable.	Not applicable.