


EQUALITY IMPACT ASSESSMENT

Integrated IT Parking Management Solutions and Penalty Charge Notice Processing

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Zoe Anning (Parking Operations Manager)	Department and service:	Parking Service, Plymouth Highways	Date of assessment:	19/01/2024
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Mike Artherton (Head of Plymouth Highways)	Signature:		Approval date:	19/01/2024
Overview:	Integrated IT Parking Management Solutions and Penalty Charge Notice Processing System. Plymouth City Council requires a comprehensive civil enforcement software and associated services to assist in their enforcement duty under the Traffic Management Act 2004. Key requirements include the administration and processing of Penalty Charge Notices and permit management.				
Decision required:	<ol style="list-style-type: none"> 1. To authorise the commencement of a competitive procurement process and award a new five-year contract for the provision of an Integrated IT Parking Management Solutions and Penalty Charge Notice Processing; 2. To delegate the authority to award the contract to the Service Director for Street Services, where they do not already have the authority to do so. 				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes		No	X
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<p>Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?</p>	<p>Yes</p>		<p>No</p>	<p>X</p>
<p>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)</p>	<p>Yes</p>		<p>No</p>	<p>X</p>
<p>If you do not agree that a full equality impact assessment is required, please set out your justification for why not.</p>	<p>We believe that a full equality impact assessment is not required in this case. The reason for this is that the services provided, specifically the administration of parking and bus lanes Penalty Charge Notices, remain unchanged. There are no proposed changes to the policies or processes associated with these services, and they are already governed by existing statutory legislation.</p> <p>Furthermore, there is no evidence to suggest that any specific group will be differentially impacted by this process. When serving Penalty Charge Notices, Civil Enforcement Officers do not discriminate against individuals. If a motorist has used a bus lane or parked in contravention of the regulations, a Notice is served based on the violation, regardless of the individual's personal characteristics.</p> <p>It is also important to note that Penalty Charge Notices are issued against the vehicle, and if the charge remains unpaid, the Registered Owner/Keeper of the vehicle is held liable. This approach ensures that the enforcement process focuses on the violation itself and not on the personal characteristics of the individuals involved.</p>			

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
Age	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A

<p>Care experienced individuals</p> <p>(Note that as per the Independent Review of Children's Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>There is no evidence to suggest a specific group will be differentially impacted by this.</p>	<p>None</p>	<p>N/A</p>
<p>Disability</p>	<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 physical or mental health problem (2021 Census)</p>	<p>There is no evidence to suggest a specific group will be differentially impacted by this.</p>	<p>None</p>	<p>N/A</p>
<p>Gender reassignment</p>	<p>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</p>	<p>There is no evidence to suggest a specific group will be differentially impacted by this.</p>	<p>None</p>	<p>N/A</p>

	non-binary and, 0.1 per cent identify as a trans women (2021 Census).			
Marriage and civil partnership	<p>40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 per cent are widowed, with 2.5 per cent are separated but still married.</p> <p>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).</p>	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
Pregnancy and maternity	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
Race	<p>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)</p> <p>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)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A
Religion or belief	48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of	There is no evidence to suggest a specific group will be differentially impacted by this.	None	N/A

	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).			
Sex	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
Sexual orientation	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

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	Plymouth City Council remains committed to celebrating the diversity of the city.	Not applicable.	Not applicable.

<p>Pay equality for women, and staff with disabilities in our workforce.</p>	<p>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</p>	<p>In line with our current policies, we will continually review our employees' wellbeing.</p>	
<p>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</p>	<p>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.</p>	<p>Not applicable.</p>	<p>Not applicable.</p>
<p>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</p>	<p>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.</p>	<p>Not applicable.</p>	<p>Not applicable.</p>
<p>Plymouth is a city where people from different backgrounds get along well.</p>	<p>The Council is committed to promoting cohesion within the city.</p>	<p>Not applicable.</p>	<p>Not applicable.</p>