



## STAGE 1: What is being assessed and by whom?

<b>What is being assessed - including a brief description of aims and objectives?</b>	Award a contract for the Penalty Charge Notice processing, informal and formal representations to parking and bus lane fines and the associated IT support.
<b>Responsible Officer.</b>	Mike Artherton
<b>Department and Service.</b>	Parking and Marine Service, Street Services
<b>Date of Assessment.</b>	19 <sup>th</sup> August 2014

## STAGE 2: Evidence and Impact

Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
<b>Age.</b>	This is a like for like contract award for services already provided associated with the administration of parking and bus lanes fines. There are no changes to the policies or processes associated with this service or services provided to the end user.	No adverse impact	No follow up action	
<b>Disability.</b>		No adverse impact	No follow up action	
<b>Faith, Religion or Belief.</b>		No adverse impact	No follow up action	
<b>Gender - including marriage, pregnancy and maternity.</b>		No adverse impact	No follow up action	
<b>Gender Reassignment.</b>		No adverse impact	No follow up action	
<b>Race.</b>		No adverse impact	No follow up action	
<b>Sexual Orientation -including Civil Partnership.</b>		No adverse impact	No follow up action	

# EQUALITY IMPACT ASSESSMENT



## STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken

Local Priorities	Implications	Timescale and who is responsible?
<b>Reduce the inequality gap, particularly in health between communities.</b>	There are no implications	
<b>Good relations between different communities (Community Cohesion).</b>	There are no implications	
<b>Humans Rights.</b>	There are no implications	

## STAGE 4: Publication

Director, Assistant Director/Head of Service approving EIA.		Date	19 <sup>th</sup> August 2014