

## Appendix B

### EQUALITY IMPACT ASSESSMENT TEMPLATE

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision.

#### SUMMARY (to be completed once you have undertaken the assessment)

<p>Please summarise the findings of the assessment. This should be included in any Committee report to provide information to the relevant decision-maker.</p>	<p>As a result of performing the EIA, the proposal does not appear to have any disproportionate negative impact on people who share a protected characteristics or anticipated impacts will be either positive or neutral.</p>
<p>Please indicate a colour code based on your assessment (see appendix A)</p>	

#### SECTION 1:

<p>Title</p>	<p>Increase in Civil Enforcement Officers (Parking)</p>
<p>Briefly summarise what are you analysing:</p> <ul style="list-style-type: none"> <li>• What is the policy/project/activity/strategy looking to achieve?</li> <li>• Who is it intended to benefit?</li> <li>• What results are intended?</li> </ul>	<ul style="list-style-type: none"> <li>- To incrementally increase the number of daily deployed civil enforcement officers through the parking enforcement contract, to ensure enforcement is present for all parking restrictions around the borough.</li> <li>- All road users, residents and to ensure residents/businesses get value for money for the permits they purchase.</li> <li>- Improve safety, reduce congestion and contribute to air quality improvements. Managing our street efficiently and effectively</li> </ul>
<p>Details of the lead person completing the screening/EIA</p>	<p>(i) Full Name: Kam Hothi</p> <p>(ii) Position: Network Management Lead</p> <p>(iii) Service Area: Environment and Highways</p> <p>(iv) Email Contact Details: Kam.Hothi@Slough.gov.uk</p> <p>(v) Date: 20/05/2025</p>
<p>Version and date of update</p>	<p>V1 20/05/25</p>
<p><i>You will need to update your EIA as you move through the decision-making process. Record the version number here and the date you updated the EIA. Keep all versions so you have evidence that you have considered equality throughout the process.</i></p>	

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### SECTION 2: Do you need to complete a full Equality Impact Assessment (EIA)?

Not all proposals will require a full EIA, the assessment of impacts should be **proportionate** to the nature of the proposal/project/policy in question and the extent of its likely impact. To decide on the level of detail of the assessment required consider the potential impact on persons with protected characteristics.

2.1	Please provide an overview of who currently uses/will use your service or facility so you can identify who is likely to be impacted by the proposal																					
<p>Who is likely to be impacted by this proposal?</p> <p>Some services are universal, although different groups of people may be more or less likely to use them.</p> <p>Some services are specifically targeted at certain groups of people.</p> <p>If you do not have data on actual services users, you can use proxy data based on national data and trends, you can also look at recent surveys, consultations, complaints etc</p>	<table border="1"> <thead> <tr> <th data-bbox="488 521 850 622">Equality Protected Characteristic</th> <th data-bbox="861 521 1465 622">Please insert details of current or expected make up of service users</th> </tr> </thead> <tbody> <tr> <td data-bbox="488 627 850 716">Sex</td> <td data-bbox="861 627 1465 716">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 721 850 810">Ethnicity and Race</td> <td data-bbox="861 721 1465 810">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 815 850 904">Disability</td> <td data-bbox="861 815 1465 904">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 909 850 999">Sexual orientation</td> <td data-bbox="861 909 1465 999">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 1003 850 1104">Age</td> <td data-bbox="861 1003 1465 1104"> <ul style="list-style-type: none"> <li>- 17 yrs and above for motorists</li> <li>- All age groups for pedestrians and cyclists</li> </ul> </td> </tr> <tr> <td data-bbox="488 1108 850 1198">Religion or belief</td> <td data-bbox="861 1108 1465 1198">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 1202 850 1292">Gender Reassignment</td> <td data-bbox="861 1202 1465 1292">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 1296 850 1386">Pregnancy/Maternity</td> <td data-bbox="861 1296 1465 1386">All- service users could comprise all equality groups</td> </tr> <tr> <td data-bbox="488 1391 850 1451">Marriage/Civil Partnership</td> <td data-bbox="861 1391 1465 1451">All- service users could comprise all equality groups</td> </tr> </tbody> </table>	Equality Protected Characteristic	Please insert details of current or expected make up of service users	Sex	All- service users could comprise all equality groups	Ethnicity and Race	All- service users could comprise all equality groups	Disability	All- service users could comprise all equality groups	Sexual orientation	All- service users could comprise all equality groups	Age	<ul style="list-style-type: none"> <li>- 17 yrs and above for motorists</li> <li>- All age groups for pedestrians and cyclists</li> </ul>	Religion or belief	All- service users could comprise all equality groups	Gender Reassignment	All- service users could comprise all equality groups	Pregnancy/Maternity	All- service users could comprise all equality groups	Marriage/Civil Partnership	All- service users could comprise all equality groups	
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<p><b>2.2 Are there any groups with protected characteristic that are overrepresented in the monitoring information above relative to their size of in the wider Slough population? You can find comparator details in the following:</b></p>	<p>No specific group is overrepresented as a result of the extra deployment.</p>																					

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<b>2.3 You may need to undertake consultation as part of this proposal. If you have undertaken any specific consultation, please give summary of findings here. Has the consultation identified any specific equality impacts?</b>	<p>Consultation for each restriction is undertaken when a new zone or scheme is being proposed.</p> <p>Consultations undertaken to date have shown that the residents are asking why new zones are not enforced regularly. As a result, this increase in enforcement officers is being presented for approval.</p>			
<b>2.4</b>	<b>Does the project, policy or proposal have the potential to disproportionately impact on people with a protected characteristic? If so, what is the <i>likely</i> impact?</b>			
	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Not sure</b>
Men or women	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of a particular race or ethnicity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People with disabilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of sexual orientation/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in particular age groups (consider children, and over 65s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <b>Pedestrians/Cyclists will obtain a positive impact</b>	<input type="checkbox"/>	<input type="checkbox"/>
People who are intending to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are pregnant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People of faiths and beliefs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People who are in a marriage or civil partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>If any of the answers to the questions above is, “negative” or “unclear” you will need to undertake a detailed impact assessment.</b>				

<b>2.5</b>	<b>Based on your responses, should a more detailed EIA be carried out on the project, policy or proposal?</b>
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>2.6</b>	<b>Provide brief reasons on how you have come to this decision?</b>
	The increase in the daily deployment of civil enforcement officers does not have a negative impact on protected groups as restrictions are already in place. The enforcement provides betterment to residents who are blighted by inconsiderate parking including where disabled bays are provided. <b>positive impact on disabled drivers as parking illegally in a disabled bay and additional enforcement will assist with this issue.</b> The increased presence will also provide assurance to residents that the council is managing the

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	streets effectively.
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**If the answer in 2.5 above is “No” then sections 3 and 4 are not required to be completed**

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### SECTION 3: Detailed Assessment of Impact and Mitigations

To be able to identify ways to mitigate any potential impact it is essential that we know what those potential impacts might be. Using the evidence gathered in section 2, explain what the potential impact of your proposal might be on the groups you have identified.

Protected Characteristic		Positive Impacts	Negative Impacts	Neutral or no Impact	Can any negative impacts be mitigated? If so please describe below.
<b>Sex</b>	Men			✓	
	Women			✓	
<b>Race or Ethnicity</b>	White			✓	
	Mixed/Multiple ethnic groups			✓	
	Asian/Asian British			✓	
	Black/African/Caribbean / Black British			✓	
	Gypsies / travellers			✓	
	Other ethnic group			✓	
<b>Disability</b>	Physical			✓	
	Sensory			✓	Not applicable (partial sight or blind)
	Learning Difficulties				Not applicable
	Learning Disabilities				Not applicable
	Mental Health			✓	
<b>Sexual Orientation</b>	Lesbian, Gay, Bisexual			✓	

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<b>Pregnancy or maternity</b>	Those pregnant or in maternity period.			✓	
<b>Gender Reassignment</b>	Trans People			✓	
<b>Faith/Belief</b>	People of particular faiths			✓	
<b>Age</b>	People of different ages – think especially around children and older people			✓	<b>Pedestrians/Cyclists will obtain a positive impact because of less congestion and air pollution</b>
<b>Marriage or Civil Partnership</b>	People who are married or in a civil partnership			✓	

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**SECTION 4: ACTION PLAN**

**4.1** Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

*Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.*

**NB. Add any additional rows, if required.**

Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
N/A						
<i>Enter additional rows if required</i>						

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### Appendix A

#### Equality Impact Assessment Decision Rating Guide

**PLEASE SEE PAGE 1 FOR THE RATING OF THIS PROPOSAL**

Decision	Action	Risk
As a result of performing the EIA, there is a risk that a disproportionately negative impact (direct, indirect, unintentional or otherwise) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. It is not clear if mitigating actions are possible.	<b>Further advice should be taken</b>	<b>Red</b> 
As a result of performing the EIA, there is a risk that a disproportionately negative impact (as described above) exists to one or more of the nine groups of people who share a protected characteristic under the Equality Act 2010. However, this risk may be removed or reduced by implementing mitigating actions.	<b>Proceed pending agreement of mitigating action</b>	<b>Amber</b> 
As a result of performing the EIA, the proposal does not appear to have any disproportionate negative impact on people who share a protected characteristics or anticipated impacts will be either positive or neutral.	<b>Proceed</b>	<b>Green:</b> 