



Equality Impact Assessment

What is an Equality Impact Assessment (EIA) and why does the County Council do them?

The [Public Sector Equality Duty](#) (PSED) is an obligation within the [Equality Act 2010](#) ("the Act"), which asks public authorities, like Hampshire County Council, to give 'due regard' to equality considerations, in particular to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

This includes assessing the impact of policies and practices on individuals and communities with a protected characteristic, as defined in the Act and some other specific groups. The County Council uses EIAs to ensure it has paid 'due regard' to equalities considerations when there are changes to a service or policy, a new project or certain decisions.

EIA author	Position & Department	Contact
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Title:	Staff Parking Policy
Related EIAs:	None

EIA for Savings Programme:	No
Service affected	<p>The staff parking policy applies to:</p> <ul style="list-style-type: none"> • All employees employed by a Hampshire County Council department (excluding staff in schools). • Members, volunteers, and workers including agency staff, contractors and suppliers of services, and visitors who may use Council staff parking areas.
Description of the service/policy/project/project phase	<p>With the move to new ways of working and a flexible return to the office, the County Council is implementing a new car parking policy, to ensure a fair and consistent approach to the allocation of car parking permits across all departments. The policy is intended to support the quality and continuity of service provision, and the functions and activities of the County Council. There has not been an overarching policy covering this issue until now. Arrangements for the allocation of HCC parking permits to staff members have evolved historically and varied by service and location. There has been no clear set of criteria to determine how and when parking should be allocated. There are a limited number of parking spaces with some locations more constrained than others. We anticipate future reduction in parking spaces, arising from leasing or disposal of buildings, local redevelopment plans and local transport planning objectives. Spaces have tended to be filled on a first come first served basis rather than business need. It is also proposed to develop systems such as pre-booking spaces to help address this. The current work on future ways of working that is re-shaping our future working arrangements, including our use of the offices and greater flexibility to work from home, also has a significant impact on the ways we will use private cars for work purposes in the future.</p>
New/changed service/policy/project	<p>The main purpose of the Staff Parking Policy is to create a clear and transparent process governing the assignment of parking permits where County Council owned car parking on a site is limited. The policy outlines the process, roles, and responsibilities to be followed in the allocation and management of parking permits. The policy sets out the criteria that will be in place to assess whether a member of staff needs to have a parking permit. The policy is open to all staff and is based on business need and accessibility. The policy is designed to be consistent with other key council plans, including the Local Transport Plan, Staff Travel Plan, the Climate Change Action Plan, and Organisation Design and Future Ways of Working Provision of, or access to a free parking</p>

space at or close to the staff members place of work, allocated in line with this policy is not a benefit. It is provided by the authority to maintain business efficiency and effectiveness. General commuting to work arrangements and parking costs are the individual responsibility of the employee. Policy Principles: The system for allocating parking permits will be as fair as possible to all employees, with key criteria being business need and accessibility. All staff should consider whether they need to travel into their work location by car and seek suitable alternatives or ways to mitigate their impact such as lift sharing. Staff travelling within work time should consider public transport options/pool car options before using their private car. Staff should make optimum use of diary planning to minimise the number of journeys e.g., making visits at the start or end of their working day. Individual management objectives will include reviewing sustainable transport options for teams and a reduction in travel.

Engagement

The policy has been developed over the course of three months with representative input from Departments across the Council including Culture, Communities and Business Services, Finance, Adults Health and Care, Childrens Services, Economy Transport and Environment, Legal and Human Resources. The representatives have commented, challenged and shaped the policy. Draft versions of the policy have been shared with Departments for review and comment and amended in response.

Equalities considerations - Impact Assessment

Age

Impact on public	Neutral
Impact on staff	Neutral
Rationale	The policy predominantly affects staff although visitors to Council buildings are also

affected.

The Council has an even distribution of age groups above 25, across all departments, but significantly less employees aged below 25. Source: HCC Workforce Report 2020.

The policy is directed towards allocating permits based on the criteria of business need and accessibility. Staff of any age could meet the criteria for a permit.

Evidence is clear that the prevalence of disability increases with age. Disability, measured as Limitations on Activities of Daily Living (LADL), affects 40% of older people aged 60, and 75% of those aged 80 and above. The disability is severe for 20% of older people aged 60 and 50% of those aged 80 and above. Source AgeUK
https://www.ageuk.org.uk/globalassets/age-uk/documents/reports-and-publications/reports-and-briefings/equality-and-human-rights/rb_may16_cpa_rapid_review_diversity_in_older_age_disability.pdf

This is considered as part of the analysis of impact for disabled employees.

There is no evidence to suggest that the new policy will have a direct or indirect impact based on age.

Mitigation	
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Disability

Impact on public	Neutral
Impact on staff	Positive
Rationale	<p>Members of the public with disabilities visiting Council buildings with Council parking have previously had access to parking bays in close proximity to entrances. This arrangement remains the same.</p> <p>Over 4% of the workforce now record themselves as having a disability. For staff the policy now explicitly states that parking is provided by the County Council where it will help to remove a barrier from a disabled individual physically accessing their place of work.</p> <p>Blue Badge holders who apply for a permit will automatically qualify for one regardless of business need. The new permit application system provides an easier mechanism for tracking the number of permits issued to Blue Badge holders and the number of spaces specifically allocated can be increased if necessary.</p>

	<p>The proposed system to facilitate pre-booking of spaces would further help guarantee a suitable available space when needed.</p> <p>Staff with short term or intermittent medical conditions substantially affecting mobility who do not qualify for a Blue Badge may apply for a temporary parking permit.</p> <p>The policy states that one of the factors to consider if a member of staff needs a permit issued under the Operational User criteria is if the employee has special needs (as recognised by the Disability Discrimination Act). On this bases the relevant Department can justify a specific allocation of a parking permit.</p>
Mitigation	

Gender Reassignment

Impact on public	Neutral
Impact on staff	Neutral
Rationale	<p>The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on gender reassignment.</p> <p>Two in five trans people (41 per cent) and three in ten non-binary people (31 per cent) have experienced a hate crime or incident because of their gender identity in the last 12 months. lgbt in britain - trans report final.pdf (stonewall.org.uk)</p> <p>The policy makes provision for Parking to be given on a discretionary basis for a specific time period where recent, specific and direct threats to personal safety have been made.</p>
Mitigation	

Pregnancy and Maternity

Impact on public	Neutral
Impact on staff	Positive
Rationale	<p>423 staff took maternity leave in the last year.</p> <p>Temporary designated parking spaces may be required for those employees and visitors whose circumstances in relation to pregnancy and maternity would require the Council to make a reasonable adjustment to the car parking arrangements in order to enable the employee to access the work place. For employees this would be based on medical advice and guidance with regard to capability.</p> <p>The policy allows for temporary permits to be issued and this includes circumstances where an individuals mobility is substantially affected.</p>
Mitigation	

Race

Impact on public	Neutral
Impact on staff	Neutral
Rationale	<p>The policy is directed towards allocating permits based on the criteria of business need and accessibility.</p> <p>8.21% of staff classify themselves as from an ethnic minority group. No data is held that links permit allocation to ethnicity.</p> <p>There is no evidence to suggest that the new policy will have a direct or indirect impact based on race or ethnicity.</p>

Mitigation	
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Religion or Belief

Impact on public	Neutral
Impact on staff	Neutral
Rationale	<p>The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on religion or belief (no belief).</p>
Mitigation	

Sex

Impact on public	Neutral
Impact on staff	Negative - Low
Rationale	<p>HCC has over 3 times more female staff than male staff. Nearly 6,000 part time staff are female compared to around 700 part time male staff.</p> <p>As the new policy applies to men and women equally there is no evidence to suggest a direct negative impact on women.</p> <p>Women are probably more likely to be the parent with main child caring responsibilities Source: 10 facts about women and caring in the UK on International Women's Day - Carers UK. It is recognised that part timers may be disproportionately affected by the policy as they tend to arrive at time when the car park may already be full. Within the Council the majority of part timers are female therefore it is accepted that the policy could indirectly impact on women.</p>

Mitigation	To mitigate this potential indirect impact the proposal is to develop a system to enable booking of parking spaces in advance. Further work is needed to develop and implement such a solution and will not be in place when the policy goes live.
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Sexual Orientation

Impact on public	Neutral
Impact on staff	Neutral
Rationale	The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on Sexual Orientation
Mitigation	

Marriage and Civil Partnership

Impact on public	Neutral
Impact on staff	Neutral
Rationale	The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces. There is no evidence to suggest that the new policy will have a direct or indirect impact based on marriage and civil partnership.
Mitigation	

Poverty

Impact on public	Neutral
Impact on staff	Negative - Low
Rationale	<p>Previously, parking was provided through a departmental allocation system, meaning that there was little equity across roles or grades. Previous allocations of parking permits was not done in a consistent way on an operational basis. Whilst a small cohort of staff on lower wages were provided with parking, this was dependent on the service they worked for, and the majority of staff on lower wages were not provided with parking.</p> <p>The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces and allocates these based on business need, not based on salary or seniority. The provision of a permit is not linked to any contract of employment or as any part of employment compensation. Provision of, or access to, a free parking space at or close to the staff members place of work, allocated in line with this policy is not a benefit. It is provided by the authority to maintain business efficiency and effectiveness.</p> <p>The policy states that general commuting to work arrangements and parking costs are the individual responsibility of the employee. However, it is recognised that staff in customer facing roles or in roles that require them to be in the workplace for the total number of their contracted hours will not have the same commuting choice as those in roles which have the flexibility to work from home.</p> <p>There may be a small number of staff in lower grades who previously received a parking space who, under the new policy will no longer qualify for a parking place. It is recognised that for these staff the new policy may have a greater impact due to the cost of parking and the likelihood that these staff will have less flexibility to work from home.</p>
Mitigation	<p>Mitigation: The policy has been developed so as to be transparent and consistent to all. Managers will be encouraged to support lower grade staff with flexible working where this can be accommodated within business need.</p>

Rurality

Impact on public	Neutral
Impact on staff	Negative - Low
Rationale	<p>The new scheme introduces a fairer process based on a set of consistent criteria for the allocation of car parking spaces. The new process recognises that there are a limited number of available spaces.</p> <p>Parking permits are allocated on the basis of business need not on the basis of where a member of staff lives. Staff are responsible for the cost of their commute into work whatever method of transportation they choose or however far they travel.</p> <p>Some locations in rural areas may have poorer access to public transport which could increase the dependence of staff in those areas to travel to work by private car. In the majority of locations where the policy operates there are public car parks and or park and ride schemes in operation.</p>
Mitigation	<p>Where there are locations without alternative public car parks or poorly serviced by public transport then permits can be granted by exception.</p>

Geographical Impact:All Hampshire

Equality Statement

Additional information:

The policy and its implementation in practice will be kept under review. If further amendments are made to the policy then this EIA will be revisited and updated in response.

By having a consistent approach based on business need and accessibility the policy could also enhance service

delivery as staff can make better use of their time in relation to car parking management.

The EIA predominantly affects staff though it is recognised that the policy may also affect visitors. The policy covers arrangements for facilitating access by visitors.

Overview Statement:

Assessment to show that due regard has been given and that there is no requirement for a full EIA:

EIA reference number: 00128

Date of production of EIA for publication: 14/10/2021