

Equality Impact Assessment (EIA)

Document control

Title of activity:	<i>Enforcement of Moving Traffic Contraventions</i>
Type of activity:	Enforcement service using CCTV
Lead officer:	<i>Tina Brooks</i>
Approved by:	<i>Bob Wenman Head of Streetcare Please include your name, job title, service and directorate</i>
Date completed:	<i>6/10/2014</i>
Scheduled date for review:	<i>Will be reviewed every 2 years as part of Parking Strategy</i>

Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	/ No

1. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	<i>Enforcement of Moving Traffic Contraventions</i>
2	Type of activity	Enforcement service using CCTV
3	Scope of activity	There are a limited number of locations in Havering where it is considered enforcement of moving traffic contraventions will improve driver behaviour leading to improved traffic flow, and promote road safety for residents, visitors and all road users CCTV will record contravening vehicles and Penalty Charge Notices will be issued via post to the registered owner of the vehicle.
4a	Is the activity new or changing?	Yes.
4b	Is the activity likely to have an impact on individuals or groups?	Yes
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	<i>Please provide a clear and robust explanation on why your activity does not require an EIA. Please keep this checklist for your audit trail.</i>

Completed by:	<i>Tina Brooks Assistant Group Manager Traffic & Parking Services</i>
Date:	<i>6/10/2014</i>

2. Equality Impact Assessment

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

For more details on the Council's 'Fair to All' approach to equality and diversity, please visit our [Equality and Diversity Intranet pages](#). For any additional advice, please contact diversity@havering.gov.uk

Please note that EIAs are public documents and must be made available on the Council's [EIA webpage](#).

Understanding the different needs of individuals and groups who use or deliver your service

In this section you will need to assess the impact (positive, neutral or negative) of your activity on individuals and groups with **protected characteristics** (this includes staff delivering your activity).

Currently there are **nine** protected characteristics (previously known as 'equality groups' or 'equality strands'): age, disability, sex/gender, ethnicity/race, religion/faith, sexual orientation, gender reassignment, marriage/civil partnership, and pregnancy/maternity/paternity.

In addition to this, you should also consider **socio-economic status** as a protected characteristic, and the impact of your activity on individuals and groups that might be disadvantaged in this regard (e.g. carers, low income households, looked after children and other vulnerable children, families and adults).

When assessing the impact, please consider and note how your activity contributes to the Council's **Public Sector Equality Duty** and its three aims to:

- eliminate discrimination, harassment and victimisation;
- advance equality of opportunity, and
- Foster good relations between people with different protected characteristics.

Guidance on how to undertake an EIA for a protected characteristic can be found on the next page.

Guidance on undertaking an EIA

Example: Background/context							
Example: Protected characteristic							
<p>Please tick (✓) the relevant box:</p> <table border="1"> <tr> <td>Positive</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Neutral</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Negative</td> <td><input type="checkbox"/></td> </tr> </table>		Positive	<input type="checkbox"/>	Neutral	<input checked="" type="checkbox"/>	Negative	<input type="checkbox"/>
Positive	<input type="checkbox"/>						
Neutral	<input checked="" type="checkbox"/>						
Negative	<input type="checkbox"/>						
<p>Overall impact: In this section you will need to consider and note what impact your activity will have on individuals and groups (including staff) with protected characteristics based on the data and information you have. You should note whether this is a positive, neutral or negative impact.</p> <p>It is essential that you note all negative impacts. This will demonstrate that you have paid 'due regard' to the Public Sector Equality Duty if your activity is challenged under the Equality Act.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>							
<p>Evidence: In this section you will need to document the evidence that you have used to assess the impact of your activity.</p> <p>When assessing the impact, please consider and note how your activity contributes to the three aims of the Public Sector Equality Duty (PSED) as stated in the section above.</p> <p>It is essential that you note the full impact of your activity, so you can demonstrate that you have fully considered the equality implications and have paid 'due regard' to the PSED should the Council be challenged.</p> <ul style="list-style-type: none"> - If you have identified a positive impact, please note this. - If you think there is a neutral impact or the impact is not known, please provide a full reason why this is the case. - If you have identified a negative impact, please note what steps you will take to mitigate this impact. If you are unable to take any mitigating steps, please provide a full reason why. All negative impacts that have mitigating actions must be recorded in the Action Plan. <p style="text-align: right;"><i>*Expand box as required</i></p>							
<p>Sources used: In this section you should list all sources of the evidence you used to assess the impact of your activity. This can include:</p> <ul style="list-style-type: none"> - Service specific data - Population, demographic and socio-economic data <p>Suggested sources include:</p> <ul style="list-style-type: none"> - Service user monitoring data that your service collects - Havering Data Intelligence Hub - London Datastore - Office for National Statistics (ONS) <p>If you do not have any relevant data, please provide the reason why.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>							

The EIA

Background/context:

1. Enforcing London's road signs has historically been the responsibility of the Police, however, it is often perceived as low policing priority which inhibits the local authority to properly manage traffic flow which in turn has a direct effect on road safety, the local environment and economy.
2. Drivers whose vehicles are banned from using bus lanes and other restricted turns and areas of carriageway, but use them when prohibited, can cause accidents and delays leading to frustration and resentment among those drivers complying with the regulations
3. Fair and consistent enforcement ensures that only those who contravene the regulations are penalised and drivers who are compliant have the benefit of a properly managed road network, with improved traffic flow and reduced congestion which will improve the local environment and economy.
4. CCTV is already used by the Council using Enforcement vehicles to issue PCNs to vehicles contravening parking regulations in accordance with regulations made under the Traffic Management Act 2004.
5. A number of London boroughs have already adopted the necessary powers to enforce MTCs, and their experience has shown the most effective means of evidenced collection is to use camera based technology since the movement of the vehicle or the direction it has travelled needs to be captured as evidence and used to support the service of a Penalty Charge Notice (PCN) by post.
6. There are a limited number of locations in Havering where MTC enforcement could be applied where it is considered enforcement will improve driver behaviour leading to improved traffic flow, improve bus journey times and promote road safety for residents, visitors and road users.
7. It is recommended a one month advisory period will commence from the date the Council adopts these powers where nil charge Warning Notices will be served through the post on any motorist considered to have contravened the regulations. After this, full Penalty Charge Notices (PCNs) will then be served through the post for any identified contraventions.
8. The Road Traffic Management Act 2004 sets down a robust statutory procedure that must be followed at each stage of the penalty charge notice, from issue, collection, and provides a robust process to challenge the issue of a PCN which includes the right of appeal to an independent adjudicator at the Parking and Traffic Appeals service. (PaTAS).

**Expand box as required*

Age: Consider the full range of age groups		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow. <i>*Expand box as required</i>
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: <i>*Expand box as required</i>		
Sources used: London Councils <i>*Expand box as required</i>		

Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow. <i>*Expand box as required</i>
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence: <i>*Expand box as required</i>		

Sources used:

OFN

**Expand box as required*

Sex/gender: Consider both men and women

<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow.
Positive	✓	
Neutral		
Negative		

**Expand box as required*

Evidence:

No data on sex/gender usage is currently available.

**Expand box as required*

Sources used:

**Expand box as required*

Ethnicity/race: Consider the impact on different ethnic groups and nationalities

<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow.
Positive	✓	
Neutral		
Negative		

**Expand box as required*

Evidence:	<i>*Expand box as required</i>
Sources used:	<i>*Expand box as required</i>

Religion/faith: Consider people from different religions or beliefs including those with no religion or belief			
<i>Please tick (✓) the relevant box:</i>	Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow.		
Positive			<input checked="" type="checkbox"/>
Neutral			<input type="checkbox"/>
Negative			<input type="checkbox"/>
		<i>*Expand box as required</i>	
Evidence:			
		<i>*Expand box as required</i>	
Sources used:			
		<i>*Expand box as required</i>	

Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual			
<i>Please tick (✓) the relevant box:</i>	Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow.		
Positive			<input checked="" type="checkbox"/>
Neutral			<input type="checkbox"/>

Negative		<i>*Expand box as required</i>
Evidence:		
<i>*Expand box as required</i>		
Sources used:		
<i>*Expand box as required</i>		

Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Havering roads as enforcement will improve road safety and traffic flow.
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
<i>*Expand box as required</i>		
Evidence:		
<i>*Expand box as required</i>		
Sources used:		
<i>*Expand box as required</i>		

Marriage/civil partnership: Consider people in a marriage or civil partnership		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use
Positive	<input checked="" type="checkbox"/>	

Neutral		Having roads as enforcement will improve road safety and traffic flow.
Negative		
<i>*Expand box as required</i>		
Sources used:		
<i>*Expand box as required</i>		

Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave		
<i>Please tick (✓) the relevant box:</i>		Overall impact: It is envisaged the proposals will impact positively on all who use Having roads as enforcement will improve road safety and traffic flow.
Positive	<input checked="" type="checkbox"/>	
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
<i>*Expand box as required</i>		
Sources used:		
<i>*Expand box as required</i>		

Socio-economic status: Consider those who are from low income or financially excluded backgrounds	
<i>Please tick (✓) the relevant box:</i>	It is envisaged the proposals will impact positively on all who use

Positive	<input checked="" type="checkbox"/>	Having roads as enforcement will improve road safety and traffic flow.
Neutral	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Evidence:		
<i>*Expand box as required</i>		
Sources used:		
<i>*Expand box as required</i>		

Action Plan

In this section you should list the specific actions that set out how you will address any negative equality impacts you have identified in this assessment.

Protected characteristic	Identified negative impact	Action taken to mitigate impact*	Outcomes and monitoring**	Timescale	Lead officer
No negative equality impacts have been identified.	No negative impact identified	Accident statistics will be monitored to establish improvement of driver behaviours.	Ongoing monitoring of accident statistics,	Assessment to be reviewed on an ongoing basis	Bob Wenman

* You should include details of any future consultations you will undertake to mitigate negative impacts

** Monitoring: You should state how the negative impact will be monitored; how regularly it will be monitored; and who will be monitoring it (if this is different from the lead officer).

Review every 2 years by Group Manger