

Initial Equalities Screening Record Form

Date of Screening:	Directorate: Delivery	Section: Contract Services		
1. Activity to be assessed	Please give full details of the activity – Car parking charges for four town centre car parks (The Avenue, Weather Way, Braccan Walk, High Street)			
2. What is the activity?	<input checked="" type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change			
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing			
4. Officer responsible for the screening	Louise Watkins			
5. Who are the members of the screening team?	As above			
6. What is the purpose of the activity?	To review the town centre car parking charges in four locations. Parking charges to be effective from 1 st Oct 2021 and reviewed annually in line with the opening of the Lexicon. Payment methods are not changing so customers can continue to use cash, credit card or cashless (app payments).			
7. Who is the activity designed to benefit/target?	Any car park user of the four locations.			
Protected Characteristics	Please tick yes or no		Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both? If the impact is neutral please give a reason.	What evidence do you have to support this? E.g. equality monitoring data, consultation results, customer satisfaction information etc Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data
8. Disability Equality – this can include physical, mental health, learning or sensory disabilities and includes conditions such as dementia as well as hearing or sight impairment.	Y	N	Neutral impact as any increase is applied to all users	Disabled blue badge holders do not have free concessions and are required to make payment for their parking.
9. Racial equality	Y	N	Neutral impact as any increase is applied to all users	
10. Gender equality	Y	N	Neutral impact as any increase is applied to all users	

11. Sexual orientation equality	Y	N	Neutral impact as any increase is applied to all users	
12. Gender re-assignment	Y	N	Neutral impact as any increase is applied to all users	
13. Age equality	Y	N	Neutral impact as any increase is applied to all users	
14. Religion and belief equality	Y	N	Neutral impact as any increase is applied to all users	
15. Pregnancy and maternity equality	Y	N	Neutral impact as any increase is applied to all users	
16. Marriage and civil partnership equality	Y	N	Neutral impact as any increase is applied to all users	
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders, armed forces communities) and on promoting good community relations.	As above			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	N/A			
19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	N/A			
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?	Y	N	Please explain for each equality group	
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?	N/A			

22. On the basis of sections 7 – 17 above is a full impact assessment required?	Y	N	Please explain your decision. If you are not proceeding to a full equality impact assessment make sure you have the evidence to justify this decision should you be challenged.
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.			
Action	Timescale	Person Responsible	Milestone/Success Criteria
24. Which service, business or work plan will these actions be included in?	Parking management and enforcement.		
25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?	No change to any service as a result of these changes.		
26. Assistant director's signature.	Signature: D.W.James		Date: 18 th August 2021