

APPENDIX D

Equality Impact Assessment

Equality Impact Assessment

| General Information | |
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| 1. | <p>Title of strategy, policy, plan, project, contract, major change in service or decision:</p> <p>Cambridge City Centre Cycle Parking Project</p> |
| 2. | <p>What is the objective or purpose of the strategy, policy, plan, project, contract, major change in service or decision?</p> <p>The purpose of this project is to introduce, up to, one thousand (1,000) new cycle parking spaces located within the city centre of Cambridge.</p> <p>This will be carried out in two phases:</p> <p>Phase one will be to provide localised on-street cycle parking throughout the city centre where space is available and where demand is high.;</p> <p>Phase two will be to provide a dedicated secured undercover off-street cycle parking facility.</p> |
| 3. | <p>Who will be affected by this strategy, policy, plan, project, contract, major changes in services or decision? (Please tick those that apply)</p> <p><input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Staff</p> <p>A specific client group or groups (please state):</p> |
| 4. | <p>What type of strategy, policy, plan, project, contract, major change in service or decision is this? (Please tick)</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Revised <input type="checkbox"/> Existing</p> |

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| 5. | Responsible department, section, service manager and Head of Service. | <p>Department: Environment</p> <p>Service: Streets and Open Spaces</p> <p>Section: Project Delivery and Environment</p> <p>Head of Service: Toni Ainley – Head of Streets and Open Spaces</p> <p>Section Manager: Andrew Preston – Project Delivery and Environment Manager</p> |
| 6. | Are other departments or partners involved in delivering this strategy, policy, plan, project, contract, major change in service or decision? | <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes (please give details):</p> <p>Corporate Marketing (Web Team); Specialist Services; Cambridgeshire County Council (as Highway Authority).</p> <p>The Project may involve other partners, including the private sector, voluntary and community sector groups.</p> |

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| Gathering Performance Data | |
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| <p>7. How do you (or how will you) monitor the impact of the strategy, policy, plan, project, contract, major change in service or decision? <i>(Please tick any that apply and give examples e.g. bench marking with the Housing Quality Network)</i></p> | <p><input checked="" type="checkbox"/> Performance indicators/targets</p> <p><input type="checkbox"/> Benchmarking with other organisations</p> <p><input type="checkbox"/> User satisfaction survey results</p> <p><input checked="" type="checkbox"/> Consultation results</p> <p><input type="checkbox"/> Complaints information</p> <p><input type="checkbox"/> Freedom of Information requests</p> <p><input type="checkbox"/> Service uptake data</p> <p><input type="checkbox"/> External verification e.g. inspection results, views of organisations representing equalities groups</p> <p><input type="checkbox"/> Staff survey results</p> <p><input type="checkbox"/> Workforce monitoring data</p> <p><input checked="" type="checkbox"/> Partnership consultation</p> <p><input type="checkbox"/> Other (please state:)</p> <p><input type="checkbox"/> None</p> |

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| 8. | Which of the equalities groups does this monitoring data relate to? <i>(Please tick any that are relevant)</i> | <input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Gender/transgender <i>(inc gender re-assignment, pregnancy and maternity)</i> <input type="checkbox"/> Marriage and Civil Partnership <input type="checkbox"/> Race <input type="checkbox"/> Religion/belief <input type="checkbox"/> Sexual orientation <input type="checkbox"/> None | <p>Other factors that may lead to inequality e.g. social class, income or financial exclusion, children in care, ex-offenders <i>(please state)</i>:</p> <p>N/A</p> <p>If you collect different monitoring data for different groups for different aspects of your service please give details here:</p> <p>N/A</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------------------|--|---|---|-------------|-----------------|----------------------------|-----------------------|--------------------------|--------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|---------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| Analysing Performance Data | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | Using the monitoring information that you have or will be collecting, please indicate if the impact of the strategy, policy, plan, project, contract, major change in service or decision is/is likely to be the same for the equalities groups as it is for the population or the workforce as a whole. | Age Disability Gender <i>(Inc pregnancy and maternity)</i> Transgender <i>(inc gender re-assignment)</i> Marriage and Civil Partnership Race | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Same impact</th> <th style="width: 25%;">Not same impact</th> <th style="width: 25%;">Positive (P) / Negative(N)</th> <th style="width: 25%;">Insufficient evidence</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/> P</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/> P</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> | Same impact | Not same impact | Positive (P) / Negative(N) | Insufficient evidence | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> P | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> P | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Same impact | Not same impact | Positive (P) / Negative(N) | Insufficient evidence | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> P | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> P | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Religion/belief Sexual orientation Other factors that may lead to inequality (please state): 1. Income | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> |
|--|---|--|--|--|---|
| | Equalities Group Affected | What the potential negative impact is | | Evidence of potential negative impact if there is any. | |
| 10. List and explain any negative impacts identified in Qu 9. State which equalities group is/may be affected, what the negative impact is/may be and give details of any evidence of this impact/potential impact e.g. document titles, web links. If you have no evidence of the negative impact but believe it may exist, please say so. | N/A | | | | |

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| 11. | <p>Are or will people from equalities groups take up services associated with the strategy, policy, plan, project, service, contract, major change in service or decision at the same rate as the population or the workforce as a whole?</p> | <p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Insufficient evidence </p> | <p>If no, please provide details....</p> |
| 12. | <p>Is your strategy, policy, plan, project, service, contract, major change in service or decision likely to exclude or disadvantage equalities groups in the longer term? <i>(Please tick)</i></p> | <p> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Insufficient evidence </p> | <p>If yes, please indicate which groups will be affected and what the impact will be...</p> |

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| Checking Delivery Arrangements | | | | Reason |
|---|---|--|--|--------|
| | Yes | No | Insufficient evidence | |
| 13. | <p>Please check the delivery arrangements for the strategy, policy, plan, project, service, contract, major change in service or decision against these criteria:</p> <p>Are any premises involved accessible to all?</p> <p>Is any ICT software and equipment accessible to all?</p> <p>Is consultation and participation inclusive of all?</p> <p>Are public events and meetings accessible to all?</p> <p>Do public meetings and events avoid conflict with religious events?</p> <p>Is electronic, web based and paper information accessible for all?</p> <p>Are images and text in documents and publicity campaigns representative of all?</p> | <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> | <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> | |
| 14. | <p>a) The evidence has not identified any disadvantages or negative impacts.</p> | | | |
| Conclusions and Next Steps | | | | |
| <p>No further action required. Sign off this form and send to Andrew Limb, Head of Corporate Strategy. Andrew.limb@cambridge.gov.uk who will arrange for it to be published on the Internet and Intranet.</p> | | | | |

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| | | Complete the Action Plan |
| b) The evidence indicates that there are no disadvantages or negative impacts that cannot be easily addressed. | | Complete the Action Plan |
| c) It has not been possible to say whether or not there is a disadvantage or negative impact e.g. there is insufficient evidence. | | Go to Question 15 |
| d) The evidence indicates potential disadvantages or negative impacts that cannot be easily addressed. | | Complete Action Plan |

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| Gathering additional information | |
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| <p>15. What additional evidence are you going to gather? <i>(Please tick any that apply)</i></p> | <p style="text-align: right;"><i>Other (please state):</i></p> <p><input type="checkbox"/> Advice from experts</p> <p><input type="checkbox"/> Demographic profile e.g. Census</p> <p><input type="checkbox"/> Existing consultation results</p> <p><input type="checkbox"/> Existing user data</p> <p><input type="checkbox"/> External verification e.g. expert views of people/organisations representing equality group(s)</p> <p><input type="checkbox"/> Local needs analysis e.g. Joint Strategic Needs Assessments</p> <p><input type="checkbox"/> National best practice information e.g. Audit Commission reports</p> <p><input type="checkbox"/> New consultation with a specific equality group(s)</p> <p><input type="checkbox"/> Research reports</p> <p><input type="checkbox"/> Relevant staff group expertise</p> |
| <p>16. If you have any additional comments please add them here.</p> | <p>None</p> |
| Completion | |
| <p>17. Name and job title of assessment lead officer:</p> | <p>Shah Hussain – Project Officer</p> |

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| | Date of completion: | 04 January 2013 |
| | Names of other assessment team members and people consulted: | N/A |
| | Date of next review of the EqIA <i>This should be within three years of the date of completion of the original EqIA.</i> | 04 January 2014 |