

## Chesterfield Borough Council

### Equality Impact Assessment - Full Assessment Form

Service Area: HR

Section: HR

Lead Officer: Sandy Gillham-Hardy

Title of the policy, project, service, function or strategy the preliminary EIA is being produced for: Staff Car parking

Is the policy, project, service, function or strategy:

Existing

Changed

New/Proposed

#### **STEP 1 – MAKE SURE YOU HAVE CLEAR AIMS AND OBJECTIVES**

What is the aim of the policy, project, service, function or strategy?

The aim of reviewing car parking arrangements is to provide a fair and equal scheme for all employees.

Following consideration of a number of options (previously subject to EIA), the project group are proposing to consult with employees on option 4. The EIA has therefore been updated in relation to option 4 which involves:

- Ceasing all free staff permits when they are due to expire apart from 14 CBC employees with long service.
- All service areas assessing whether employees are required to use their car on a regular basis for their role and to purchase a pool pass for the post on behalf of the service to be used at Rose Hill car park.
- Offering all staff, even those not based at the Town Hall, the opportunity to purchase a car park pass for £120 per annum to park in designated car parks around the town, which may not be Rose Hill car park.

Who is the policy, project, service, function or strategy going to benefit and how?

In broad terms, the changes to car parking will benefit employees, the Council and local residents overall by contributing to the wider cost-savings agenda, releasing more spaces at Rose Hill car park for the public and therefore supporting the sustainability of the Council's services.

Employees as a whole are anticipated to benefit from being able to access a discounted parking scheme which is currently not available to employees.

The current agreement would cease at the same time as the permits for 7 senior managers, 60 essential users, 33 casual users and 3 pool permits.

Each department to assess if employees are required to use their car on a regular basis for their role and to purchase a pool pass for them on behalf of the department. Departments to pay a nominal fee for a pool pass to take effect from XX.

If an employee has mobility issues they will be considered on an individual basis.

What outcomes do you want to achieve?

- An equitable car parking scheme which is consistently applied.
- Provide a reward package which has been requested by employees.
- Release car park spaces at Rose Hill for the public.
- Generate additional revenue for the Council.
- Maintain the recognition of long service to staff currently in receipt of a car park pass.

What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved?

Pre-existing car parking arrangements disproportionately impact on employees on the grounds of age. Option 4 proposes to enable 14 council employees to keep their free parking passes via a long-service scheme which, by its nature, is only available to employees of a particular age group (41 years and over). There is a negative impact on younger employees and a positive impact on older employees already in receipt of a car park pass.

Departments can assess if any employee requires a pass due to their specific circumstances eg disability, pregnancy, or if a pass is required for employees who are required to carry equipment or attend late meetings.

## **STEP 2 – COLLECTING YOUR INFORMATION**

What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

- The current staff with car park passes are:

TYPE	CBC STAFF	NON CBC STAFF*	TOTAL
Senior Manager	7	0	7
Longest Serving employees	14	4 (Arvato)	18
Essential users	45	15 (Kier & Arvato )	60
Casual users	23	10 (Kier)	33
Pool	3	0	3
<b>TOTAL</b>	<b>92</b>	<b>29</b>	<b>121</b>

- When an employee leaves who receives a car park pass for long service HR are contacted to advise who is the next eligible long serving employee.
- Details of income and costs to the council as set out in the detailed report on each option.
- Staff car parking agreement dated 5 June 2006
- Pay and reward employee survey findings
- In other Councils across the County free car parking is provided to employees, the only exception is Derby City where car park passes are given to employees if it required for the post in the Job Description, however it can only be used from Monday to Friday. Derby City employees can purchase an annual car park pass at a discount rate of £640 which can be used 7 days per week. (approximately £53 per month/ £2.60 per week day).
- In other public services around the County, for example the NHS each Trust has its own policy and some choose to charge employees and the public for parking. Locally car park charges are made for Calow Hospital with a reduction for employees based on their pay band eg around £14 per month for a band 2 employee. However car parking is free for staff and the public at Walton, Clay Cross and Bolsover Hospitals.
- Non CBC staff are staff who have TUPE'd to Arvato and Kier and are not employees of CBC and therefore not directly affected by the changes, this will be subject to their current employer. The numbers are shown for illustrative purposes only so the full picture is shared at this stage.

### STEP 3 – FURTHER ENGAGEMENT ACTIVITIES

Please list any additional engagement activities undertaken to complete this EIA e.g. met with the Equalities Advisory Group, local BME groups, Employee representatives etc. Could you also please summarise the main findings.

Date	Engagement Activity	Main findings
January 2017	Formal consultation	Trade unions to formally consult with members.
12/01/17	Pay and reward Project group	Proposals shared with trade unions and put on aspire for all staff to view.
17/11/16	Pay and reward Project group	Cllr Huckle was concerned about there being no disadvantage to staff who have to bring their car to

		<p>work for the needs of the business. This is dealt with under option 4.</p> <p>The trade unions stated that they had come with an open mind and would take option 4 forward to consult with their members on.</p>
20/10/16	Pay and reward Project group	The 2006 staff car parking agreement between CBC and UNISON needs reviewing as it uses out of date terminology.
13/09/16	<p>Pay and reward Staff survey data:</p> <p>Typical comments:</p>	<p>54.6% felt free parking was a high priority, 19.2% felt it was a medium priority and 25.6% felt it was a low priority.</p> <p>When employees were asked if 'Discounted/free car parking' be considered in a future pay and reward package 50.8% were interested, 21.1% said maybe and 25.3% were not interested. The response to this question was the second highest most popular reward staff wanted to be considered in future pay and reward packages.</p> <p><i>"The system is a very unfair one especially as senior officers and members are allocated free car parking spaces at the Town Hall"</i></p> <p><i>"Everybody should get the same and we have so much capacity in car parks we could offer it to staff with no real financial cost to the Council."</i></p> <p><i>"Get rid of free car parking at the Town Hall car park based on length of service and/or seniority (ie just keep it for staff who need to use their cars daily for work). This will free up some space for the public we are supposed to be serving."</i></p> <p><i>"Free car parking is arbitrary, does not reflect the various roles performed."</i></p> <p><i>"I don't expect free car parking but a reduced rate for council staff would be nice."</i></p> <p><i>"Free car parking – this is not available to all employees who have a car they use to travel to work."</i></p> <p><i>"Councillors and higher pay grades should not receive free parking."</i></p>

**STEP 4 – WHAT'S THE IMPACT?**

Is there an impact (positive or negative) on some groups/people with protected characteristics in the community? (think about race, disability, age, gender, religion or belief, sexual orientation and other socially excluded communities or groups). You may also need to think about sub groups within each equalities group or protected characteristics e.g. older women, younger men, disabled women etc.

Please describe the potential impacts both positive and negative and any action we are able to take to reduce negative impacts or enhance the positive impacts.

Group or Protected Characteristic	Positive impacts	Negative impacts	Action
<p>Overall impact – removal of current inequitable scheme. Assessments based on role undertaken rather than historical and unfair information.</p> <p>All employees will be able to access a discounted parking pass. This discounted price is significantly lower than employees currently pay using the scratch cards or multi-use passes that are available to the general public. The following surface car parks in the town centre are included:  Devonshire Street  Durrant Road  Albion Road  Theatre Lane  Derbyshire Time  Spa Lane  Station Road  Queens Park North  Queens Park South  Queens Park Annex  Hollis Lane</p> <p>Releasing additional spaces at Rose Hill car park for the public to access including spaces for disabled drivers.</p>			
Age – including older people and younger people.	Proposal fair to all staff based on use of car for work purposes and not length of service.	Employees with long service	No additional car park passes will be issued to employees with long service. Review of who needs a car park pass for work purposes.
Disabled people – physical, mental and sensory including learning disabled people and people living with HIV/Aids and cancer.		Parking passes for meetings / equipment	Departments can assess if any employee requires a pool pass due to their specific circumstances.
Gender – men, women and		Parking passes for meetings /	Departments can assess if any

transgender.		equipment	employee requires a pool pass due to their specific circumstances.
Marital status including civil partnership.	No disproportionate impact anticipated		
Pregnant women and people on maternity/paternity. Also consider breastfeeding mothers.		Parking passes for meetings / equipment	Departments can assess if any employee requires a pool pass due to their specific circumstances.
Sexual Orientation – Heterosexual, Lesbian, gay men and bi-sexual people.	No disproportionate impact anticipated		
Ethnic Groups	No disproportionate impact anticipated		
Religions and Beliefs including those with no religion and/or beliefs.	No disproportionate impact anticipated		

From the information gathered above does the policy, project, service, function or strategy directly or indirectly discriminate against any particular group or protected characteristic?

- Yes   
 No

If yes what action can be taken to stop the discrimination?

**STEP 5 – RECOMMENDATIONS AND DECISION MAKING**

How has the EIA helped to shape the policy, project, service, function or strategy or affected the recommendation or decision?

How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

**STEP 6 – KNOWLEDGE MANAGEMENT AND PUBLICATION**

Please note the draft EIA should be reviewed by the appropriate Head of Service/Service Manager and the Policy Service before WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Head of Service/Service Manager

Name: S Gillham-Hardy

Date: 13/2/17

Reviewed by Policy Service

Name:

Date:

Final version of the EIA sent to the Policy Service

Decision information sent to the Policy Service