

Guildford Borough Council

Equalities Impact Assessment

Screening/Scoping Pro Forma

Section	Transportation Services / Parking Services	Officer responsible for the screening/scoping	Derek Trawber		
Name of Policy to be assessed	Park and Ride	Date of Assessment	27/10/08	Is this a proposed new or existing policy/procedure/practice?	Existing
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	<p>The park and ride service aims to reduce the amount of traffic entering the town by providing a convenient, cost effective means of transport for work, shopping or leisure.</p> <p>The responsibility for the service is shared between Guildford Borough Council (GBC) and Surrey County Council (SCC). GBC identify, build and run the sites. SCC runs the bus service contract.</p> <p>There are several sites around the town operating a Monday to Friday and/or Saturday service.</p>				
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	<ul style="list-style-type: none"> • To reduce the impact of the car on the local environment. • To increase the number of park and ride spaces by 2012. • To ensure that sites are clean, safe and well maintained. • To ensure equal access to services. 				
3. Who is intended to benefit from this policy and in what way?	<ul style="list-style-type: none"> • All residents, visitors and those who work in the town (convenient, cost effective way of travelling to the town, less pressure on car parks). • Other road users (less congestion). • GBC (part of travel plan, positive publicity). • SCC (part of travel plan, positive publicity). 				
4. What outcomes are wanted from this policy/procedures/practice?	<ul style="list-style-type: none"> • High participation. • Reduced number of cars entering the town. • Satisfied customers. 				

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5. What factors/forces could contribute/detract from the outcomes?	<ul style="list-style-type: none"> • Location of the sites. • Consultation, communication and publicity. • Systems and procedures. • Staff training. • Reliability of the contractor. 		
6. Who are the main stakeholders in relation to the policy?	All GBC residents, Councillors, managers and staff, local businesses and their employees, visitors to the town, SCC and their bus contractor.	7. Who implements the policy, and who is responsible for the policy?	<ul style="list-style-type: none"> • Head of Operational Services • Transportation Projects Manager • Parking Manager
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	Yes	Need to consider the effectiveness of communications material for those who do not speak English as their first language. Existing material is available in alternative formats upon request. Consider increasing the amount of non-textual information.	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.		
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	No	Sites are designed to make all customers feel safe, especially women.	
What existing evidence (either presumed or otherwise) do you have for this?	No evidence. Consider carrying out consultation with users / non-users.		
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	No	We ensure equality of access to services as far as is reasonably practicable. All sites are DDA compliant. The number of disabled parking spaces available at sites is agreed with the Access Group Guildford. All buses have low access floors suitable for wheelchairs and pushchairs.	
What existing evidence (either presumed or otherwise) do you have for this?	No evidence. Consider carrying out consultation with users / non-users.		

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11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	No	We aim to encourage the use of park and ride by all age groups. Children under 16 ride free with an accompanying adult. All buses have low access floors. These provide easy access for the elderly.
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils. Experience of providing the service in the past.	
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	No	Buses with low access floors also provide easy access for parents / carers with push chairs.
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils. Experience of providing the service in the past.	
15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	

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16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	Yes	Need to ensure the service is publicised to all racial groups to maximum use.
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?		Race: No, however due to the low percentage of BME groups in Guildford, communications material will not automatically be available in different formats.
Business improvement 19. Is there any concern that there are unmet needs in relation to any of the above groups?	Yes	There is currently no equalities monitoring data. Further investigation is required on the impact to certain racial groups. Need to consult with users / non-users to confirm the assumptions made in relation to gender, disability and age.
20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?	Yes	Potentially both race, gender, disability and age.

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21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?	Yes	Needs to be conducted by GBC Transportation Service and Parking Service in liaison with SCC.
22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?	No	

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23. Should the policy proceed to a full equality impact assessment?	Yes	
24. If No, are there any changes required to the policy to improve it around the equality agenda?	N/A	

Signed
(completing officer):

Date: 27 October 2008

Signed
(Head of Section):

Date:

Countersigned
(Corporate Diversity/Diversity/Policy Team)

Date: October 2008