

# Equality Analysis Form

## 1. Introduction

### 1.1 Purpose of Equality Analysis

The council has an important role in creating a fair society through the services we provide, the people we employ and the money we spend. Equality is integral to everything the council does. We are committed to making Croydon a stronger, fairer borough where no community or individual is held back.

Undertaking an Equality Analysis helps to determine whether a proposed change will have a positive, negative, or no impact on groups that share a protected characteristic. Conclusions drawn from Equality Analyses helps us to better understand the needs of all our communities, enable us to target services and budgets more effectively and also helps us to comply with the Equality Act 2010.

An equality analysis must be completed as early as possible during the planning stages of any proposed change to ensure information gained from the process is incorporated in any decisions made.

In practice, the term '**proposed change**' broadly covers the following:-

- Policies, strategies and plans;
- Projects and programmes;
- Commissioning (including re-commissioning and de-commissioning);
- Service review;
- Budget allocation/analysis;
- Staff restructures (including outsourcing);
- Business transformation programmes;
- Organisational change programmes;
- Processes (for example thresholds, eligibility, entitlements, and access criteria).

## 2. Proposed change

<b>Directorate</b>	<b>Place</b>
<b>Title of proposed change</b>	<b>Tollers Lane Estate – highway changes in connection with the introduction of a new bus service</b>
<b>Name of Officer carrying out Equality Analysis</b>	<b>Richard Lancaster</b>

## 2.1 Purpose of proposed change (see 1.1 above for examples of proposed changes)

The Council proposes to introduce highway and parking changes within the Tollers Lane Estate. The key reason for these changes is to facilitate proposals by Transport for London (TfL) to enable the 404 bus service to be extended to access and serve Tollers Lane Estate. TfL's consultation on the bus changes follows a long-standing desire from some residents and the Council to improve public transport access to the area. TfL is also concerned that there are around 300 homes within the Estate and it remains relatively remote from the public transport network. Should the TFL project progress as planned these homes will benefit from better access to public transport.

The Tollers Lane Estate is not currently served by buses, with the closest bus stops a 7 – 13 minute walk away depending on the service required. To enable a bus to serve the Estate safely and efficiently, the Council has consulted on proposals to introduce on-street double yellow line waiting restrictions and the widening of key junctions. As part of the work the Council has also sought to provide a general increase in the number of parking bays within the Estate to accommodate future demand from residents in the area and replace parking capacity removed by a recent planning proposal. No existing disabled parking spaces will be lost to facilitate the proposals, and 3 additional disabled parking spaces will be provided as part of the increased provision.

As stated, the possibility of a bus serving the Estate has been discussed for a number of years, but this is the first time that the proposals have been subject to a full consultation process by the Council and TfL.

## 3. Impact of the proposed change

**Important Note:** It is necessary to determine how each of the protected groups could be impacted by the proposed change. Who benefits and how (and who, therefore doesn't and why?) Summarise any positive impacts or benefits, any negative impacts and any neutral impacts and the evidence you have taken into account to reach this conclusion. Be aware that there may be positive, negative and neutral impacts within each characteristic.

Where an impact is unknown, state so. If there is insufficient information or evidence to reach a decision you will need to gather appropriate quantitative and qualitative information from a range of sources e.g. Croydon Observatory a useful source of information such as Borough Strategies and Plans, Borough and Ward Profiles, Joint Strategic Health Needs Assessments <http://www.croydonobservatory.org/> Other sources include performance monitoring reports, complaints, survey data, audit reports, inspection reports, national research and feedback gained through engagement with service users, voluntary and community organisations and contractors.

### 3.1 Deciding whether the potential impact is positive or negative

**Table 1 – Positive/Negative impact**

For each protected characteristic group show whether the impact of the proposed change on service users and/or staff is positive or negative by briefly outlining the nature of the impact in the appropriate column. . If it is decided that analysis is not relevant to some groups, this should be recorded and explained. In all circumstances you should list the source of the evidence used to make this judgement where possible.

Protected characteristic group(s)	Positive impact	Negative impact	Source of evidence
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Age	Shorter journey time to access a bus service. Whilst there are existing bus stops within the vicinity of the Tollers Lane Estate, to reach them from a central point within the Estate requires a 7 – 13 minute walk (based on a standard walk time of 80 metres per minute) depending on the service required. The combined changes via the Council's highway / parking consultation and TfL's bus consultation offers residents / visitors the opportunity to have a bus stop within 200 metres (or a 2.5 minute walk) of all of the properties within the Estate.		Evidence based on average walking distance measurements to nearest bus stops
Disability	Shorter journey time to access a bus service. Whilst there are existing bus stops within the vicinity of the Estate, to reach them from a central point within the Estate requires a 7 – 13 minute walk (based on a standard walk time of 80 metres per minute) depending on the service required. The combined changes via the Council's highway / parking consultation and TfL's bus consultation offers residents / visitors the opportunity to have a bus stop within 200 metres (or a 2.5 minute walk) of all of the properties within the Estate.		Evidence based on average walking distance measurements to nearest bus stops
Gender	This proposal has no obvious impact		
Gender Reassignment	This proposal has no obvious impact		
Marriage or Civil Partnership	This proposal has no obvious impact		
Religion or belief	This proposal has no obvious impact		
Race	This proposal has no obvious impact		

Sexual Orientation	This proposal has no obvious impact		
Pregnancy or Maternity	Shorter journey time to access a bus service. Whilst there are existing bus stops within the vicinity of the Estate, to reach them from a central point within the Estate requires a 7 – 13 minute walk (based on a standard walk time of 80 metres per minute) depending on the service required. The Council's highway / parking consultation and TfL's bus consultation offers residents / visitors the opportunity to have a bus stop within 200 metres (or a 2.5 minute walk) of all of the properties within the Estate.		Evidence based on average walking distance measurements to nearest bus stops

**Important note:** You must act to eliminate any potential negative impact which, if it occurred would breach the Equality Act 2010. In some situations this could mean abandoning your proposed change as you may not be able to take action to mitigate all negative impacts.

When you act to reduce any negative impact or maximise any positive impact, you must ensure that this does not create a negative impact on service users and/or staff belonging to groups that share protected characteristics. **Please use table 4 to record actions that will be taken to remove or minimise any potential negative impact**

### 3.2 Additional information needed to determine impact of proposed change

**Table 2 – Additional information needed to determine impact of proposed change**

If you need to undertake further research and data gathering to help determine the likely impact of the proposed change, outline the information needed in this table. Please use the table below to describe any consultation with stakeholders and summarise how it has influenced the proposed change. Please attach evidence or provide link to appropriate data or reports:		
Additional information needed and or Consultation Findings	Information source	Date for completion

For guidance and support with consultation and engagement visit <https://intranet.croydon.gov.uk/working-croydon/communications/consultation-and-engagement/starting-engagement-or-consultation>

### 3.3 Impact scores

### Example

If we are going to reduce parking provision in a particular location, officers will need to assess the equality impact as follows;

1. Determine the Likelihood of impact. You can do this by using the key in table 5 as a guide, for the purpose of this example, the likelihood of impact score is 2 (likely to impact)
2. Determine the Severity of impact. You can do this by using the key in table 5 as a guide, for the purpose of this example, the Severity of impact score is also 2 (likely to impact )
3. Calculate the equality impact score using table 4 below and the formula **Likelihood x Severity** and record it in table 5, for the purpose of this example - **Likelihood (2) x Severity (2) = 4**

**Table 4 – Equality Impact Score**

<b>Severity of Impact</b>	3	3	6	9
	2	2	4	6
	1	1	2	3
		1	2	3
	<b>Likelihood of Impact</b>			

### Key

<b>Risk Index</b>	<b>Risk Magnitude</b>
6 – 9	High
3 – 5	Medium
1 – 3	Low

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**Table 3 – Impact scores**

<p><b>Column 1</b></p> <p><b>PROTECTED GROUP</b></p>	<p><b>Column 2</b></p> <p><b>LIKELIHOOD OF IMPACT SCORE</b></p> <p>Use the key below to <b>score</b> the <b>likelihood</b> of the proposed change impacting each of the protected groups, by inserting either 1, 2, or 3 against each protected group.</p> <p><b>1 = Unlikely to impact</b>  <b>2 = Likely to impact</b>  <b>3 = Certain to impact</b></p>	<p><b>Column 3</b></p> <p><b>SEVERITY OF IMPACT SCORE</b></p> <p>Use the key below to <b>score</b> the <b>severity</b> of impact of the proposed change on each of the protected groups, by inserting either 1, 2, or 3 against each protected group.</p> <p><b>1 = Unlikely to impact</b>  <b>2 = Likely to impact</b>  <b>3 = Certain to impact</b></p>	<p><b>Column 4</b></p> <p><b>EQUALITY IMPACT SCORE</b></p> <p>Calculate the <b>equality impact score</b> for each protected group by multiplying scores in column 2 by scores in column 3. Enter the results below against each protected group.</p> <p><b>Equality impact score = likelihood of impact score x severity of impact score.</b></p>
Age	1	1	1
Disability	1	1	1
Gender	1	1	1
Gender reassignment	1	1	1
Marriage / Civil Partnership	1	1	1
Race	1	1	1
Religion or belief	1	1	1
Sexual Orientation	1	1	1
Pregnancy or Maternity	1	1	1

## 4. Statutory duties

### 4.1 Public Sector Duties

Tick the relevant box(es) to indicate whether the proposed change will adversely impact the Council's ability to meet any of the Public Sector Duties in the Equality Act 2010 set out below.

Advancing equality of opportunity between people who belong to protected groups

Eliminating unlawful discrimination, harassment and victimisation

Fostering good relations between people who belong to protected characteristic groups

**Important note:** If the proposed change adversely impacts the Council's ability to meet any of the Public Sector Duties set out above, mitigating actions must be outlined in the Action Plan in section 5 below.

## 5. Action Plan to mitigate negative impacts of proposed change

**Important note:** Describe what alternatives have been considered and/or what actions will be taken to remove or minimise any potential negative impact identified in Table 1. Attach evidence or provide link to appropriate data, reports, etc:

**Table 4 – Action Plan to mitigate negative impacts**

Complete this table to show any negative impacts identified for service users and/or staff from protected groups, and planned actions mitigate them.				
Protected characteristic	Negative impact	Mitigating action(s)	Action owner	Date for completion
Disability				
Race				
Sex (gender)				
Gender reassignment				
Sexual orientation				
Age				

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Religion or belief				
Pregnancy or maternity				
Marriage/civil partnership				

### 6. Decision on the proposed change

Based on the information outlined in this Equality Analysis enter <b>X</b> in column 3 ( <b>Conclusion</b> ) alongside the relevant statement to show your conclusion.		
Decision	Definition	Conclusion - Mark 'X' below
No major change	The proposals to introduce highway / parking changes to enable the extension of an existing bus service to serve the Estate will provide an overall improvement to bus service access for all local residents of the Tollers Lane Estate and their visitors – but in particular will benefit those who experience mobility difficulties, or require ease of travel for day to day activities. Whilst the highway changes will require the removal of some on-street parking, the Council has designed the scheme in such a way to enable an overall net increase in parking bays, including disabled parking bays	X
Adjust the proposed change	N/A	
Continue the proposed change	N/A	
Stop or amend the proposed change	N/A	
Will this decision be considered at a scheduled meeting? e.g. Contracts and Commissioning Board (CCB) / Cabinet		Meeting title: <b>Traffic Management Advisory Committee Meeting</b> Date: <b>2<sup>nd</sup> May 2019</b>

### 7. Sign-Off

## Equality Analysis

<b>Officers that must approve this decision</b>	
<b>Equalities Lead</b>	<b>Name:</b> Barbara Grant on behalf of Yvonne Okiyo <b>Date:</b> 03/04/2019 <b>Position:</b>
<b>Director</b>	<b>Name:</b> Heather Cheesbrough <b>Date:</b> 13/04/2019 <b>Position:</b> Director of Planning & Strategic Transport

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