

Part A

Initial Impact Assessment

Proposal name

Investment, Climate Change & Planning: annual fee increase – Advisory markings

Brief aim(s) of the proposal and the outcome(s) you want to achieve

Advisory markings are road markings as set out below. The 'H' road marking is used to discourage other drivers from parking across or blocking your drive or property access road.

Fees comprise of two elements: the application fee (covering the assessment) and the cost of the road marking (by Amey). The proposal is to increase the fees for both elements to seek to reduce financial losses, principally resulting from increasing staff costs.

Application fee

- The proposal is for a 10%-20% (approx. £10-£20 increase), which compares to a £5 flat rate increase in previous years.

Road marking

- The proposal is for a 13% (£14-£20) increase, which compares to a £5-£10 increase in previous years.

Advisory disabled parking bay markings are used to make other drivers aware that a parking space (on a street) is needed by a person with mobility problems or hidden disabilities. If you are a Blue Badge holder you can request an advisory disabled parking bay.

Lining alterations – if a change is required

Repainting 'keep clear' (road marking cost only)

Removing disabled bay (road marking cost only)

Aim of the proposal: increase the charge for the processing of advisory markings in light of increased service costs e.g. pay award, and increased charge from Amey. Setting of fair fees is a principle of the council's financial regulations and annual review is best practice.

Outcome: to ensure that the amount the service charges covers the cost of the work involved and that we recharge Amey's costs fully

Proposal type

- Budget non-Budget

If Budget, is it Entered on Q Tier?

- Yes No

If yes what is the Q Tier reference

Year of proposal (s)

- 21/22 23/23 23/24 24/25 Other

Decision Type

- Coop Exec
- Committee (e.g. Health Committee)
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g. Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

Lead Committee Member

CLlr M Iqbal / CLlr J Grocutt

Lead Director for Proposal

William Stewart

Person filling in this EIA form

Lorna Jackson / Andrew Butler

EIA start date

22/02/2023

Equality Lead Officer

- | | |
|--------------------------------------|--|
| <input type="radio"/> Adele Robinson | <input checked="" type="radio"/> Ed Sexton |
| <input type="radio"/> Bashir Khan | <input type="radio"/> Louise Nunn |
| <input type="radio"/> Beverley Law | <input type="radio"/> Richard Bartlett |

Lead Equality Objective ([see for detail](#))

- | | | | |
|---|---|---|---|
| <input type="radio"/> Understanding Communities | <input type="radio"/> Workforce Diversity | <input type="radio"/> Leading the city in celebrating & promoting inclusion | <input checked="" type="radio"/> Break the cycle and improve life chances |
|---|---|---|---|

Portfolio, Service and Team

Is this Cross-Portfolio

- Yes No

Portfolio

[Redacted]

Is the EIA joint with another organisation (eg NHS)?

- Yes No Please specify

[Redacted]

Consultation

Is consultation required (Read the guidance in relation to this area)

- Yes No

If consultation is not required please state why

Not required to consult on fee increase, and in the current climate a review of fees at financial year start is to be expected

Are Staff who may be affected by these proposals aware of them

- Yes No

Are Customers who may be affected by these proposals aware of them

- Yes No

If you have said no to either please say why

Fees are openly advertised on the council website alongside a line which notes the charges are subject to annual review. These are adhoc charges rather than a regular customer base, so people making the request know the cost when they apply.

Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Identify Impacts

Identify which characteristic the proposal has an impact on tick all that apply

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input checked="" type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Partners
<input type="radio"/> Race	<input type="radio"/> Cohesion
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

Cumulative Impact

Does the Proposal have a cumulative impact

Yes No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

If yes, details of impact

Proposal has geographical impact across Sheffield

Yes No

If Yes, details of geographical impact across Sheffield

Local Area Committee Area(s) impacted

All Specific

If Specific, name of Local Committee Area(s) impacted

Initial Impact Overview

Based on the information about the proposal what will the overall equality impact?

Negative but minor overall.

We understand that the increase in charges for disabled parking bay markings directly affects those who are disabled. The principle of charging for disabled bay markings is however well established. The increase seeks only to cover our increased costs to ensure the service remains financially sustainable.

But the proposed fee increase represents a higher increase than in other years and its impact will need to be monitored closely on a continual basis – i.e. to assess whether there is any evidence of a deterring effect on disabled applicants. The EIA should be reviewed in year to consider this monitoring and to coincide with a wider proposed review of of the model bay usage, applications and funding. It is likely that will require this EIA to cover a full (Part B) assessment.

Is a Full impact Assessment required at this stage? Yes No

If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.

Initial Impact Sign Off

EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?

Yes No

Date agreed

08/03/2023

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Name of EIA lead officer

Ed Sexton

Part B

Full Impact Assessment

Health

Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?

Yes No *if Yes, complete section below*

Staff

Yes No

Customers

Yes No

Details of impact

Comprehensive Health Impact Assessment being completed

Yes No

Please attach health impact assessment as a supporting document below.

Public Health Leads has signed off the health impact(s) of this EIA

Yes No

**Name of Health
Lead Officer**

Age

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Disability

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Pregnancy/Maternity

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Race

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Religion/Belief

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Sex

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Sexual Orientation

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Gender Reassignment (Transgender)

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Carers

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Voluntary, Community & Faith sectors

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Partners

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Cohesion

Staff

Yes No

Customers

Yes No

Details of impact

Poverty & Financial Inclusion

Impact on Staff

Yes No

Impact on Customers

Yes No

Please explain the impact

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Other

Please specify

Impact on Staff

Yes No

Impact on Customers

Yes No

Details of impact

Action Plan and Supporting Evidence

What actions will you take, please include an Action Plan including timescales

Supporting Evidence (Please detail all your evidence used to support the EIA)

Detail any changes made as a result of the EIA

Following mitigation is there still significant risk of impact on a protected characteristic. Yes No

If yes, the EIA will need corporate escalation? Please explain below

Sign Off

EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?

Yes No

Date agreed

Name of EIA lead officer

Review Date