

# Equality Impact Assessment Toolkit

## (January 2021)

### **Section 1: Your details**

**EIA lead Officer:** Joanne Evans

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**Head of Section:** Simon Fox

**Chief Officer:** Nicola Butterworth

**Directorate:** Neighbourhood Services

**Date:** 21/06/2021

### **Section 2: What Council proposal is being assessed?**

Proposal to introduce a Permit Parking Area (PPA) on the small section of highway in front of the Lych gate at St Mary's Church located on Stanley Lane, Eastham. The permits for use will be controlled by the church and are specifically for funeral and wedding vehicles and the restriction will operate every day between 10am and 5pm.

### **Section 2a: Will this EIA be submitted to a Committee meeting?**

**Yes / No**

**If 'yes' please state which meeting and what date**

Report to Simon Fox, Interim Assistant Director, Highways & Infrastructure

**Hyperlink to where your EIA is/will be published on the Council's website**

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

**Section 3: Does the proposal have the potential to affect.....** (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 4:**

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

<b>Which group(s) of people could be affected</b>	<b>Potential positive or negative impact</b>	<b>Action required to mitigate any potential negative impact</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>
Religion or belief	Reduce the potential for having to carry a coffin during a funeral service along a public highway due to there being no space outside the church.	Potential positive impact by reserving space adjacent to the church entrance for funeral / wedding vehicles relating to church services.	Joanne Evans	From implementation	Existing staff resources
Disability & Age	Existing disabled bays to be relocated slightly so this means a slightly longer journey to the church entrance for blue badge holders.	Disabled bays are to be relocated to the next closest available location and no overall disabled bay capacity is to be reduced.	Joanne Evans	From implementation	Existing staff resources

**Section 4a: Where and how will the above actions be monitored?**

Monitoring will take place through the Council's parking enforcement team.

**Section 4b: If you think there is no negative impact, what is your reasoning behind this?**

The proposal will reduce the capacity for some on-street parking within the area during the day time. Some of the existing disabled parking capacity is also to be relocated slightly further away from the gate but the same amount of disabled parking is to be retained.

**Section 5: What research / data / information have you used in support of this process?**

The Blue Badge Scheme – Government Guidelines  
Traffic Signs Manual  
Road Traffic Regulation Act 1984

**Section 6: Are you intending to carry out any consultation with regard to this Council proposal?**

**Yes / No** – (please delete as appropriate)

**If 'yes' please continue to section 7.**

**If 'no' please state your reason(s) why:**

Statutory Consultation has already taken place which has led to 2 objections being received and the requirement to report and deal with the objections.

(please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 7: How will consultation take place and by when?**

As part of the consultation exercise for this scheme letters were delivered to local residents in the vicinity of the scheme, informing them of the proposals. In addition, consultation has been undertaken with Party Spokespersons, Ward Members, Active Travel Forum,

Emergency Services, Freight Transport Association, Road Haulage Association, and Merseytravel. Notices were also posted on site and with local press. The consultation exercise was undertaken between 30<sup>th</sup> September 2020 and 30<sup>th</sup> October 2020. The residents were then consulted again in February 2021 regarding a change in the proposal in order to reduce the operational hours to 10am – 5pm daily, from 8am to 6pm daily, which was originally proposed.

Before you complete your consultation, please email your preliminary EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing.

## **Section 8: Have you remembered to:**

- a) Select appropriate directorate hyperlink to where your EIA is/will be published (section 2a)**
- b) Include any potential positive impacts as well as negative impacts? (section 4)**
- c) Send this EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer?**
- d) Review section 4 once consultation has taken place and sent your updated EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer for re-publishing?**