

## Equality impact assessment form for quick COVID 19 decisions only

Directorate	Communities and Place
Service area	Traffic and Transportation
Proposal	Introduction of one way on Albert Street and Victoria Street. Rationalisation of bus stops and creation of more space for passengers boarding and alighting the bus. Removal of the right turn lane on Wardwick on the approach to the traffic signals, to accommodate more cyclists using the contraflow facility.
Reason for proposal	To help support meeting the Government requirements for social distancing and road space reallocation for cyclists and pedestrians and improved social distancing for bus passengers. Forms part of the DfT's Emergency Active Travel Fund.
Sign off (Director/Head of Service)	Nigel Brien
Date of assessment	30/07/2020

***Please read the support notes before completing your assessment that are set out in Appendix 1.***

### The form

You need to attach the completed form to any report to help councillors and colleagues make their decisions by taking equality implications into account.

### The assessment team or name of individual completing this form

Team leader's name and job title – Ian Butler, Area Manager, Traffic & Transportation

Other team members if appropriate

Name	Job title	Organisation	Area of expertise
Nigel Brien	Head of Service	Derby City Council	Traffic & Transportation
Steven Millington	Engineer	Derby City Council	Traffic & Transportation
Ann Webster	Lead on Equality and Diversity	Derby City Council	Equality, Diversity and Inclusion
Ian Butler	Area Manager	Derby City Council	Traffic & Transportation

### Step 1- setting the scene

Make sure you have clear aims and objectives on what you are impact assessing – this way you keep to the purpose of the assessment and are less likely to get side- tracked.

1. What are the main aims, objectives and purpose of the decision you want to make?	To respond to the government's requirement that local authorities in areas with high levels of public transport use should take measures to reallocate road space to people walking and cycling, both to encourage active travel and to enable social distancing.
2. Why do you need to make this decision?	The coronavirus (COVID-19) crisis has had a terrible impact on the lives and health of many of Derby's citizens, as well as severe economic consequences. But it has also resulted in

	<p>cleaner air and quieter streets, transforming the environment in many of our towns and cities.</p> <p>And millions of people have discovered, or rediscovered, cycling and walking. In some places, there's been a huge rise in the number of people on bikes - for exercise, or for safe, socially distanced travel.</p> <p>Government guidance also emphasises that the Equality Act is still in force and needs to be followed, when considering and implementing social distancing measures</p>
<p>3. Who delivers/will deliver the changed service/policy including any consultation on it and any outside organisations who deliver under procurement arrangements?</p>	<p>The Council will undertake the work to implement temporary traffic management changes to the highway network. This is in conjunction with measures put in place by retail premises to manage queues inside and outside their premises. The Government has provided new emergency temporary traffic regulation order powers to local authorities. The government therefore expects local authorities to make significant changes to their road layouts to reallocate road space to pedestrians to enable social distancing during restart.</p> <p>Measures should be taken as swiftly as possible, and in any event within weeks, given the urgent need to change travel habits before the restart takes full effect. Emergency orders will be used in the first instance to address the challenging timescales (as advised by Government guidance). In addition to the guidance on safe space for retail and business the government has also issued guidance on changing travel habits during the recovery.</p>
<p>4. Who are the main customers, users, partners, colleagues or groups affected by this decision?</p>	<p>Bus operators and passenger, those gaining access to premises on Albert Street and Victoria Street</p>

## Step 2 – collecting information and assessing impact

<p>5. Who have you consulted and engaged with so far about this change, and what did they tell you? Who else do you plan to consult with? – tell us here how you did this consultation and how you made it accessible for the equality groups, such as accessible locations, interpreters and translations, accessible documents.</p>	<p>Bus operators</p>
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6. Using the skills and knowledge in your assessment team or what you know yourself, and from any consultation you have done, what do you already know about the equality impact of the proposed change on particular groups? Also, use any other information you know about such as any customer feedback, surveys, national research or data. Indicate by a tick for each protected characteristic group whether this is a negative or a positive impact. Only fill in the mitigation box if you think the decision will have a negative impact and then you'll need to explain how you are going to lessen the impact.

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
<b>Age</b> – older and younger people	More reliant on public transport.	Suspension of bus stop near Farmfoods due to not enough footway width. Additional width created at bus stops on Albert Street and Victoria Street to support social distancing by moving the bus boarding point more into the carriageway.	One way means only outbound services. Inbound services have been rerouted	Additional temporary bus stops created on Bold Lane, Full Street and Corporation Street to make provision for the additional inbound bus services. These will be clearly signposted.
<b>Disability</b> – the effects on the whole range of disabled people, including Deaf people, hearing impaired people, visually impaired people, people with mental health issues, people with learning difficulties, people living with autism and people with physical impairments	<p>Many disabled people are blue badge holders - for most, cars are technical aids to help independence and without them there would be no going out. Blue badge spaces are at a premium as since last Summer, more disabled people are eligible for a blue badge, such as people with mental health issues, people living with autism and other people with hidden impairments.</p> <p>The Ministry of Housing, Communities and Local Government is looking into stores and</p>	No impact on blue badge parking.	Some bus stops moved out into the carriageway to provide greater width for social distancing whilst boarding/ alighting the bus.	<p>Installing temporary tarmac ramps at the right gradient from the existing footway and to the new temporary bus boarding points.</p> <p>Further communications to visually impaired people to raise the profile of the temporary changes. The temporary bus stops will be clearly signposted to make sure visually impaired people know they are there</p> <p>The Lead on Equality and Diversity has produced a letter advising businesses of their responsibilities towards disabled people under the Equality Act and offering to help where this is needed.</p>

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
	<p>organisations that remove blue badge holder spaces, without replacing them to make way for social distancing, raised by Derby City Council Lead on Equality and Diversity</p> <p>Dropped kerbs are essential access requirements for disabled people.</p> <p>Advertising Boards on the pavement can cause horrendous difficulties for visually impaired people and wheelchair users, particularly with the need to social distance.</p> <p>New wayfinding signs will be really difficult for some visually impaired people to negotiate the one-way systems</p>			<p>Issues such as allowing disabled people to go to the front of the queue if their condition means they cannot queue. Queue Managers have been advised about this information too.</p> <p>Highways Inspectors will keep a look out for businesses breaching the A Board Policy.</p> <p>Floor Signs are in bright yellow contrasting with the pavement with red arrows, soon to be replaced with black arrows.</p>
<b>Gender identity-</b> trans and those people who don't identify with a particular gender	N/A			
<b>Marriage and Civil Partnership</b>	N/A			
<b>Pregnancy and maternity</b> - women who are pregnant or who have recently had a baby, including breast feeding mothers	Government advice is to reduce risk of getting sick with Covid 19 due to limited data on risks so practice social distancing	The measures provide additional width to promote social distancing, reduced traffic flows and rationalisation of the bus		

	What do you already know?	Positive impact	Negative impact	Mitigation - what actions will you take to lessen impact?
		stops to ensure that there is sufficient room for social distancing.		
<b>Race</b> - the effects on minority ethnic communities, including newer communities, Gypsies and Travellers and the Roma community	Recent Public Health England report identifies higher risks to BAME community	The measures provide additional width to promote social distancing, reduced traffic flows and rationalisation of the bus stops to ensure that there is sufficient room for social distancing.		
<b>Religion or belief or none</b> - the effects on religious and cultural communities, customers and colleagues	N/A			
<b>Sex</b> - the effects on both men and women and boys and girls	N/A			
<b>Sexual orientation</b> - the effects on lesbians, gay men bisexual people and those questioning their sexuality	N/A			

**Important** - For any of the equality groups you don't have any information about, then please contact our Lead on Equality and Diversity for help. You can also get lots of information on reports completed from organisations' websites such as the Equality and Human Rights Commission, Stonewall, Press for Change, Joseph Rowntree Trust and so on. Please don't put down that the impact affects 'everyone the same' – it never does!

### Step 3 – deciding on the outcome

7 What outcome does this assessment suggest you take? – You might find more than one applies. Please also tell us why you have come to this decision?

<b>Outcome 1</b>	<b>No major change needed</b> – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken
<b>Outcome 2</b>	<b>Adjust the proposal</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?

<b>Outcome 3</b>	✓	<p><b>Continue the proposal</b> despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:</p> <ul style="list-style-type: none"> <li>• sufficient plans to stop or minimise the negative impact</li> <li>• mitigating actions for any remaining negative impacts</li> <li>• plans to monitor the actual impact.</li> </ul>
<b>Outcome 4</b>		<b>Stop and rethink</b> the proposal when the EIA shows actual or potential unlawful discrimination

Why did you come to this decision?

Mitigation has been identified to take forward to address the identified negative impacts.

If you have decided on **Outcome 3**, then please tell us here the justification for continuing with the proposal. You also need to make sure that there are actions in the Mitigation Box to lessen the effect of the negative impact. This is so important and may face a legal challenge in the future.

As this is works being done under emergency temporary orders and further assessment will continue to be made of the scheme and the ongoing situation, including any further government guidance and changes in guidance over time, it will enable the situation to be kept under review.

If you have decided on **Outcome 4** then if the proposal continues, without any mitigating actions, it may be likely that we will face a legal challenge and possibly a Judicial Review on the process - it is so important that the equality impact assessment is done thoroughly, as this is what the Judge will consider.

## Equality impact assessment form for quick decisions concerning COVID 19 – please read this section first before you do the assessment

We've adapted our usual equality impact assessment form so you can use it for quick decisions needed concerning COVID 19. Remember it needs to be completed **before** that decision is made, but we hope it will just act as a reminder that we still need to 'pay due regard to equality' under our **Public Sector Equality Duty** as this is still very much in force. The Equality and Human Rights Commission are keeping an eye on examples of discrimination and collecting evidence so it's important we still check for equality impact.

The Public Sector Equality Duty is part of the Equality Act 2010 and this Duty requires us as a public body to have '**due regard**' to eliminating discrimination, harassment and victimisation and any other conduct that is prohibited by or under the Act. It requires us to advance equality of opportunity and foster good relations between people who share a '**relevant protected characteristic**' and people who don't. Protected characteristics are age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Having 'due regard' means:

- removing or minimising disadvantages suffered by people due to their protected characteristics
- taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people – this also involves taking account of disabled people's barriers and may involve treating some people more favourably than others to achieve this
- encouraging people with certain protected characteristics to participate in public life or in other activities where the participation is disproportionately low.

We usually ask for teams to complete Equality impact assessments, but we realise this is not helpful for quick decisions to do with COVID 19 so you can complete them yourself, if you can't get a team together. Please ask Ann Webster, our Lead on Equality and Diversity for help and advice if you're not sure about something. You'll need to pull together all the information you can about how your proposal affects different groups of people so you can check whether they will be negatively or positively affected. Then you'll need to look at ways of lessening any negative effects or making the service more accessible. Against every negative impact you will need to complete the mitigation section to explain how you will lessen the impact and what action you will take.

When you have completed the assessment, get it signed by your Head of Service or Service Director and **send it to our Lead on Equality and Diversity for checking and to publish on our website**. It's a public document so make it easy to understand and no jargon please.

### Contact for help

Ann Webster – Lead on Equality and Diversity  
[ann.webster@derby.gov.uk](mailto:ann.webster@derby.gov.uk) Tel 01332 643722 Mobile 07812301144

We can give you this information in any other way, style or language that will help you access it. Please contact us on: 01332 Minicom: 01332 640666

#### Polish

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku. Prosimy o kontakt: Tel. tekstowy: 01332 640666

#### Punjabi

ਇਹ ਜਾਣਕਾਰੀ ਅਸੀਂ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੀ ਹੋਰ ਤਰੀਕੇ ਨਾਲ, ਕਿਸੇ ਵੀ ਹੋਰ ਰੂਪ ਜਾਂ ਬੋਲੀ ਵਿੱਚ ਦੇ ਸਕਦੇ ਹਾਂ, ਜਿਹੜੀ ਇਸ ਤੱਕ ਪਹੁੰਚ ਕਰਨ ਵਿੱਚ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੀ ਹੋਵੇ। ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਟੈਲੀਫੋਨ ਮਿਲੀਕਮ 01332 640666 'ਤੇ ਸੰਪਰਕ ਕਰੋ।

#### Slovakian

Túto informáciu vám môžeme poskytnúť iným spôsobom, štýlom alebo v inom jazyku, ktorý vám pomôže k jej sprístupneniu. Skontaktujte nás prosím na tel.č: Minicom 01332 640666

#### Urdu

یہ معلومات ہم آپ کو کسی دیگر ایسے طریقے، انداز اور زبان میں مہیا کر سکتے ہیں جو اس تک رسائی میں آپ کی مدد کرے۔ براہ کرم مٹی کام 01332 640666 پر ہم سے رابطہ کریں۔



Derby City Council

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