

Equality Impact Assessment (EIA)

Proposed A Boards Policy

Equality impact, needs and requirements assessment form

Please use this form to record your findings, proposed actions, equality objectives and targets. Use the guidance notes to help you do the assessment or contact the Equality Standard Project Manager if you need some advice

About the policy, practice, service or function you are assessing

Name of policy, practice, service or function: Proposed A Boards policy

Assessment team leader name:

Department responsible:

Service Area:

Other members of assessment team:

Name	Position	Area of expertise	Comments
Ann Webster	Equalities Standard Project Manager	Equality issues	
Mick Watts	Access Officer	Disabled people's issues	
John Hansed	Head of Streetcare	Management of public highways issues	

Question	Response/ findings
<p>What are the main aims and objectives or purpose of the policy, practice, service or function that you are assessing?</p>	<p>To make the city more accessible to disabled people and parents with pushchairs by reducing the number of A Boards, set out by local businesses, to a more reasonable level.</p>
<p>Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person, team, department, or body – and include any outside organisations who deliver under procurement arrangements</p>	<p>Streetcare Section in Regeneration and Community</p>
Question	Response/ findings

Who is affected by the policy, practice, service or function, or by how it is delivered? Such as, who are the external and internal customers, groups, or communities?

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Disabled people (especially visually impaired people), parents with pushchairs, all other pedestrians, City centre businesses and traders

What outcomes do we want to achieve, why and for whom?
For example, what do you want to be providing, how well,
what changes or improvements, and what should the
benefits be for customers, groups or communities?

1. The City Centre to be accessible to disabled people, parents with pushchairs, and all other pedestrians, without unnecessary obstruction by reducing the number of A Boards to a reasonable level and controlling the remaining ones.
2. Local City Centre businesses to remain viable after introduction of any policy to restrict the use of A Boards.
3. To provide suitable alternative signing where practicable and justified. The signing to recognise and apply latest advice and guidance on catering for people with learning difficulties or whose first language is not English.
4. To remove street "Clutter" within the principles of the Public Realm Strategy.

Question

Response/ findings

<p>What existing or previous inspections of the policy, practice, service or function are there? For example, Best Value Inspections, policy reviews, research into the effects of a policy or practice.</p> <p>What did they tell you?</p>	<p>Currently there is no policy on A Boards. A Boards are thus uncontrolled.</p>
<p>Identifying potential equality issues and factors</p>	
<p>Question</p>	<p>Response/ findings</p>

<p>What do you already know about the equality impact or need? For example, from research, feedback, consultation or any performance monitoring</p>	<p>We know from disabled people that A Boards currently are a significant barrier to access within the city centre. Previous meetings with DPAC (now DPDF), over a number of years, evidence this. Visually impaired people face particular barriers; wheelchair users and parents with pushchairs are also adversely affected. A focus group of city centre businesses has also brought to light a significant concern that the loss of ability to display an A Board could affect the viability of their business. However due to repeated concerns of disabled people and the Council's duty under the Disability Equality Duty the Council now needs to introduce a policy.</p>
<p>Question</p>	<p>Response/ findings</p>
<p>Is there any evidence of higher or lower take up under the policy or practice, or of the service or function for any particular groups? For example, who uses the service, who doesn't and why not?</p>	<p>N/A – no current policy</p>

<p>Have there been any important demographic changes or trends locally? For example is the population changing, and if so, how and what might that mean for the service or function?</p>	<p>N/A – no current policy</p>
Question	Response/ findings

Is there an indication that any of the policies or practices involved with the service or function creates particular problems or difficulties for any groups of customers or communities?

No policy currently in place. The proposed policy is intended to substantially reduce the number of A Boards with the intention of overcoming the particular problem experienced by disabled people and parents with pushchairs.

<p>What information or data exists? For example, statistics, customer feedback, complaints, research, monitoring – who keeps it and can you get hold of it?</p>	<p>Minutes of meetings of DPAC, available from the Council's records</p> <p>A focus group of City Centre businesses held in June 2005, available from John Hansed, Streetcare.</p> <p>An audit of the A Boards present in the city centre, carried out in August 2006, available from CCM Derby, Irongate.</p>
Question	Response/ findings

Does any equality or diversity objectives already exist?
If so, what are they and what is current performance like
against them?

No

Is the service having a positive or negative effect on particular people in the community, or particular groups or communities?

The lack of a service (or policy) is having a negative effect on the parties mentioned above.

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Collecting the information and data about how the policy, practice, service or function, impacts on communities

Please record your information and data in this table and think about:

- what information or data you will need
- using both quantitative and qualitative data
- making sure that where possible there is information that allows all perspectives to be considered
- identifying any gaps in the information/ data and what it can tell you

Data or information	When and how was it collected?	Where is it from?	What does it tell you? You need to consider all six equality strands where you can	Gaps in information

Customer feedback and complaints	The Disabled People's Diversity Forum (DPDF) have considered this issue on a number of occasions, the latest being 2 November 2006.		DPDF have consistently resolved to support a zero tolerance approach to the control of A-boards.	
Consultation and community involvement	A Focus Group of City Centre Businesses, held in June 2005	All Businesses were invited and 10 attended	<ol style="list-style-type: none"> 1. That there are a small number of businesses whose only means of advertising their presence is via an A Board. 2. That a number of businesses "off the beaten track" said they needed an A Board on a main thoroughfare to advertise their remote presence. 	
Performance information including Best Value				

Take up and usage data	CCM Derby carried out an audit in August 2006 of the A Boards placed at that time in the City Centre		Where each board is as well as commenting on its degree of justification compared to draft guidelines drawn up with the intention of limiting boards.	
Comparative information or data where no local information	Information has been obtained from other local authorities	Leeds, Hull, Nottingham	How some other authorities have introduced policies and what their experiences have been.	
Census, national or regional statistics	N/A			
Access audits or assessments such as DDA assessments	None			

Workforce profile	N/A			
Where service delivered under procurement arrangements – workforce profile for deliverers	N/A N/A			
Monitoring and scrutiny outcomes	None			

Analysing the information and data and setting equality objectives and targets

Please give your detailed findings in this table

Service or function	Policy or practice	Findings	Which groups are affected and how	Whose needs are not being met and how?
Control of A Boards	No Current policy	Adverse effects on access to and within City Centre	See above	Disabled people (especially visually impaired people), parents with pushchairs.

Objectives - process, impact or outcome based

Please give your proposed objectives/ targets in this table

Objective/Target:	
Specific	Produce a report to Planning Control Committee seeking approval to an A Board policy
Measurable	Yes, report produced
Achievable	Yes, though competing workloads
Relevant	Yes, New policy must be approved by the Committee
Timed	8 th March 2007, the report must have prior approval by political cabinet

Objective/Target:	
Specific	Introduce new policy
Measurable	Yes, policy approved by Planning Control Committee for implementation
Achievable	Yes
Relevant	Yes, whole purpose of exercise
Timed	Mid March 2007

Objective/Target:	
Specific	Provide alternative signing for remote businesses
Measurable	Yes, signing erected to locations agreed by Planning Control Committee
Achievable	This is uncertain as its dependent on budgets yet to be identified and agreed
Relevant	Yes, these signs should reduce the risk of adverse effects on City Centre Businesses
Timed	Yet to be programmed, subject to design and consultation work

Objective/Target:	
Specific	Provide alternative signing for clusters of A Boards to listed building premises
Measurable	Yes, signing erected to locations agreed by Planning Control Committee
Achievable	This is uncertain as its dependent on budgets yet to be identified and agreed

Relevant	Yes, these signs should reduce the risk of adverse effects on City Centre Businesses
Timed	Yet to be programmed, subject to design and consultation work

Objective/Target:	
Specific	Advise businesses of the policy and its effects
Measurable	Yes, business advised
Achievable	Subject to assistance form CCMDerby
Relevant	Yes, if properly done will reduce the likelihood of an adverse reaction for City Centre Businesses
Timed	From Mid March 2007

Objective/Target:	
Specific	Train Highways Inspectors on new policy and its application
Measurable	Yes, training completed
Achievable	Yes, task is relatively straightforward
Relevant	Yes, they will need to police the guidelines in the new policy
Timed	From Mid March 2007

Objective/Target:	
Specific	Agree legal measures and procedures to call on in cases of non compliance with policy
Measurable	Yes, measures agreed with Stuart Leslie
Achievable	To be confirmed with Stuart
Relevant	Yes, it is essential we have robust procedures ready to avoid the policy losing credibility if challenged
Timed	

Objective/Target:	
Specific	Review effectiveness of policy
Measurable	Yes, review completed

Achievable	Subject to all affected groups being able to provide necessary input
Relevant	The new policy is based o assumptions which need to be checked out to check effectiveness and robustness
Timed	One year after implementation

Monitoring and reviewing - incorporating into performance management

Please summarise your objectives and targets in this table with your proposed monitoring and reporting arrangements

Objective	Planned action	Target performance			Responsible lead officer	Reporting cycle, for example, quarterly
		2005/6	2006/7	2007/8		
Produce a report to Planning Control Committee seeking approval to an A Board policy	Report to PCCM and Cabinet 2 Feb 2007 and then to Planning Control Committee 8 th March 2007		March 2007		J Hansed	
Introduce new policy	Advise stakeholders that new policy in place, DPDF, CCMDerby, legal Section		March 2007		J Hansed	
Provide alternative signing for remote businesses	Signs to be manufactured and erected		June 2007		Helen Oakes	
Provide alternative signing for clusters of A Boards to listed building premises	Signs to be manufactured and erected		June 2007		Helen Oakes	
Advise businesses of the policy and its effects	Letters issued via CCMDerby		March 2007		J Hansed / Melanie Allen	

Train Highways Inspectors on new policy and its application	Arrange a training session of relevant inspectors		March 2007		J Hansed / John Edgar	
Agree legal measures and procedures to call on in cases of non compliance with policy	Discuss with Legal Section In February so that procedure sin place for introduction of policy		March 2007		J Hansed / Stuart Leslie	
Review effectiveness of policy	Consult all stakeholders, including proportion of businesses, for views			March 2008	J Hansed	