

## EQUALITY IMPACT ASSESSMENT

<b>Name of activity:</b>	Variation to Parking Fees	<b>Date Completed:</b>	25/09/2023		
<b>Directorate / Division responsible for activity:</b>	Technical Services	<b>Lead Officer:</b>	Nat Slade		
<b>Existing Activity</b>	<b>Yes</b>	<b>New / Proposed Activity</b>	<b>Yes</b>	<b>Changing / Updated Activity</b>	<b>Yes</b>

### What are the aims / main purposes of the activity?

The proposal is to increase our off-street parking charges, to continue to support the needs of businesses, workers, shoppers, commuters, and visitors, whilst optimising yield from parking in 24/25 in line with the corporate charging principles.

To update Arun District Council's Parking Order to regularise operational matters and support the proposed tariff and charging structure changes.

To agree the installation of parking ticket machines within the three free car parks operated in partnership with Middleton-On-Sea and Felpham Parish Councils.

To undertake a feasibility assessment of the potential of installing a solar canopy in a Littlehampton seafront car park.

To develop a plan for the improvement and introduction of fees to the car park to the rear of the Bluebird Café, Ferring

To propose a commission of review of the Councils off street parking services to make recommendations on how to obtain best value from these assets.

### What are the main actions and processes involved?

To increase off-street parking charges within the district.

To update and amend Arun District Council's Parking Order to support proposed changes to the parking charges and structure, alongside regularising operational matters.

To appoint independent consultants to complete review on increasing the assets from our car parks whilst facilitating economic growth.

### **Who is intended to benefit & who are the main stakeholders?**

The main stakeholders are users of our Car Parks. This includes residents and people who work within the district. The car parks support significant volumes of visitors to the area, particularly during summer season and school holidays. Local business rely upon availability of car parking spaces for their customers and staff. The Council's car parks help facilitate events run by a variety of organisers including Town and Parish Councils. All our car park customers will benefit from an adequately resourced parking service with well-maintained car parks and modern, convenient ways of transacting business. Disabled users of our car parks who display a blue badge benefit from free all-day parking in all of our car parks in any space. Users of certain town centre car parks in Littlehampton are able to park for 2 hours free for a modest annual fee, proposed to be £3, when displaying a Littlehampton Disc. Users of certain town centre car parks can also obtain a disc from Bognor Regis Business Improvement District which allows 2-hour free parking for a year for a modest £3 annual fee.

The beneficiaries of the Parking Review will be the users of our car parks.

### **Have you already consulted on / researched the activity?**

Consultation is not required regarding the proposed increase to the charging tariffs as part of the process of preparing this report for decision. The proposed changes are allowed under of a Notice of Variation under Section 35C of the Road Traffic Regulation Act 1984 and Regulation 25 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. If Committee agree to these changes, we are required to advertise to advertise these changes in the press for 21 days. Bench marking has been completed comparing other district councils' charges. We have however, made West Sussex County Council aware of the proposed changes, in line with our contractual agreements and obligations. We have also consulted with Fitzalan Pool (Lido) in Arundel to provide them the opportunity to review their charges in line with the proposed changes by ADC.

Consultation has been undertaken with both Middleton-On-Sea and Felpham Parish Council regarding the proposed changes to the free car parks. Middleton-On-Sea Parish Council oppose the introduction of a free parking ticket machine and a no-return period describing it as counterproductive, unnecessary, bureaucratic and self-defeating and cited the following concerns:

- Residents, many are elderly or infirm use the car park when accessing the pharmacy, local shops and Health Centre. They would be required to walk to a machine to get a ticket and then walk back to their car and walk again to where they wish to go – this will cause drivers to park outside of the shops on no parking areas. There is no enforcement in place to stop them.

Consultation has not been undertaken regarding the commission of a Parking Review as part of the process of preparing this report for decision. If Committee agree that a review should be commissioned, the specification will require the Reviewer to engage with and seek the views of all key stakeholders including Town/Parish Councils, West Sussex County Council and Bognor Regeneration Board. These views will be considered by the Reviewer when preparing their recommendations.

<b>Impact on people with a protected characteristic</b> (What is the potential impact of the activity? Are the impacts high, medium or low?)		
<b>Protected characteristics / groups</b>	<b>Is there an impact (Yes / No)</b>	<b>If Yes, what is it and identify whether it is positive or negative</b>
<b>Age</b> (older / younger people, children)	Yes	<p>At this stage the majority of proposals have no impact on any person, regardless of age.</p> <p>Middleton-On-Sea Parish Council have raised concerns regarding the proposed changes to Shrubbs Field car park and the impact this would have on elderly and infirm drivers. All drivers require a certain degree of mobility to be able to drive a vehicle safely. Due to the size of the car park, there would be two pay and display machines to limit the walking distances to and from the machines. Arun District Council car parks throughout the district have ticket machines installed, where motorists are required to either pay by phone or obtain a ticket to display in their vehicles. The installation of pay and display machines, alongside the requirement to obtain a ticket, is not considered to have an adverse impact on elderly residents or visitors.</p> <p>The review may suggest changes in charging, layout of bays and location our Car Parks and the needs of the protected characteristics group will be considered.</p>
<b>Disability</b> (people with physical / sensory impairment or mental disability)	Yes	<p>Middleton-On-Sea Parish Council have raised concerns regarding the proposed changes to Shrubbs Field car park and the impact this would have on elderly and infirm drivers. All drivers require a certain degree of mobility to be able to drive a vehicle safely. Due to the size of the car park, there would be two pay and display machines to limit the walking distances to and from the machines. Arun District Council car parks throughout the district have ticket machines installed, where motorists are required to either pay by phone or obtain a ticket to display in their vehicles. The installation of pay and display machines, alongside the requirement to obtain a ticket, is not considered to have an adverse impact on disabled residents or visitors.</p>

		<p>All car park users continue to have access to 2 hours free parking for certain town centre car parks in Bognor and Littlehampton.</p> <p>Holders of blue badges can continue to park for free all day in all our off street car parks, in any car parking space.</p> <p>There will continue to be an option to purchase permits for both town centre and seasonal car parks. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerable reduced rate.</p> <p>The Parking Review may suggest changes in charging, layout of bays and location our Car Parks and the needs of the protected characteristics group will be considered.</p>
<b>Gender reassignment</b> (the process of transitioning from one gender to another.)	No	
<b>Marriage &amp; civil partnership</b> (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	No	
<b>Pregnancy &amp; maternity</b> (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	
<b>Race</b> (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	
<b>Religion &amp; belief</b> (religious faith or other group with a	No	

recognised belief system)		
<b>Sex</b> (male / female)	No	
<b>Sexual orientation</b> (lesbian, gay, bisexual, heterosexual)	No	
Whilst <b>Socio economic</b> disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	Yes	<p>Whilst there is no intended impact based on socio economically disadvantaged people, all who use our off-street parking will see an increase in charges. However, the costs of parking stays equate only to a small percentage of the annual costs of running a motor vehicle and therefore the impact is small.</p> <p>All Car Park users will still be able to park for 2 hours free in some town centre car parks in Littlehampton &amp; Bognor Regis for a small charge of £3 per year. There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerable reduced rate.</p>

#### What evidence has been used to assess the likely impacts?

The Government published information in December 2022 advising the cost of living has been increasing across the UK since early 2021. Higher inflation affects the affordability of goods and services for households.

#### Decision following initial assessment

<b>Continue with existing or introduce new / planned activity</b>	<b>Yes</b>	<b>Amend activity based on identified actions</b>	<b>No</b>
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#### Action Plan

<b>Impact identified</b>	<b>Action required</b>	<b>Lead Officer</b>	<b>Deadline</b>
Yes	Middleton-On-Sea Parish Council have raised concerns		

	<p>regarding the proposed changes to Shrubbs Field car park and the impact this would have on elderly and infirm drivers. All drivers require a certain degree of mobility to be able to drive a vehicle safely. Due to the size of the car park, there would be two pay and display machines to limit the walking distances to and from the machines. Arun District Council car parks throughout the district have ticket machines installed, where motorists are required to either pay by phone or obtain a ticket to display in their vehicles. The installation of pay and display machines, alongside the requirement to obtain a ticket is not considered to have an adverse impact on elderly residents or visitors.</p>		
Yes	<p>Middleton-On-Sea Parish Council have raised concerns regarding the proposed changes to Shrubbs Field car park and the impact this would have on elderly and infirm drivers. All drivers require a certain degree of mobility to be able to drive a vehicle safely. Due to the size of the car park, there would be two pay and display machines to limit the walking distances to and from the machines. Arun District Council car parks throughout the district have ticket machines installed, where motorists are required to either pay by phone or obtain a ticket to display in their vehicles. The installation of pay and display machines, alongside the requirement to obtain a ticket is not considered to have an adverse impact on elderly residents or visitors.</p> <p> Holders of blue badges can continue to park for free all day in all our off street car parks, in any car parking space.</p>		
Yes	<p>To minimise the risk of having a socio-economic impact, the proposal is to continue to provide 2-hour free parking in certain town centre car parks in Bognor and</p>		

	Littlehampton for a £3 administrative fee. The Council will continue to offer annual/monthly permits at a reduced rate, which provides 24-hour parking in town centre car parks along with an option to purchase seasonal permits.		
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<b>Monitoring &amp; Review</b>	
<b>Date of last review or Impact Assessment:</b>	n/a
<b>Date of next 12 month review:</b>	n/a
<b>Date of next 3 year Impact Assessment (from the date of this EIA):</b>	n/a

<b>Date EIA completed:</b>	02/11/2023
<b>Signed by Person Completing:</b>	Jasmine Gander – Principal Parking Services Officer