

Equality Impact Assessment Form

Please ensure you have read the EIA Policy and Guidance document before completing this form.
If you need assistance please contact the EDU. Please return the completed form to the EDU.

STEP 1 - Define policy/ practice

i. Name of policy/ practice/ significant change

Proposed Parking Management & Enforcement Scheme for introduction in 2018

ii. Owner of policy/ practice (College, School or Service)

Car Parking Working Group Chaired by David Duncan

iii. Date of policy/ practice approved

14/11/2017

iv. Approved by? (Committee, College, School or Service)

Dr David Duncan, Chief Operating Officer and Chair of Car Parking Working Group

STEP 2 - Description of policy/ practice

i. What are the aims?

Background

Car parking management, the permit scheme and vehicle enforcement at the University of Glasgow are under review. There are several reasons for this:

1. The Gilmorehill campus will undergo significant change over the next 5 to 10 years to deliver the campus development. This will see intensified contractor activity during the delivery of major construction works. We need clear policies and regulations around vehicle management and enforcement during this period to ensure safety for pedestrians, cyclists and road users who access the campus.
2. The pressure for parking spaces is intensifying at Gilmorehill; we need to optimise use of the limited number of spaces we have on campus.
3. The current permit scheme has been in place for a considerable time without any significant review. Some members of staff have held permits since the early 1970s, while more recent members of staff have not had an opportunity to apply for a permit. We want to put policies in place that are as fair as possible to all members of staff, taking into account their personal circumstances.
4. Changes to Salary Sacrifice schemes announced by the Chancellor in 2016 mean that the Parking Plus (Salary Sacrifice) will be closed to new entrants from 6 April 2018. We believe this is an opportune date to introduce new parking arrangements on the campus.

Aims

The aims of the new parking management scheme are as follows:

1. Ensure parking spaces are allocated to those with the greatest need by assessing applications against agreed criteria;
2. Manage available parking to create a safe environment for pedestrians and cyclists;
3. Ensure parking can be managed to meet the changing business needs of the University;
4. Manage parking and vehicle movements during a period of major construction works;
5. Change parking arrangements to reflect 2018 changes to the Salary Sacrifice scheme.

ii. Who does it cover?

Changes to the parking management scheme potentially affect all staff and students as follows:

1. Existing permit holders may have their permit revoked
2. All staff have an option to apply for permits (including those who do not currently have one)
3. Some students may be eligible for a permit (likely to be limited to blue badge holders and Students at Garscube)
4. All staff, students and visitors will benefit from the improved environment that is safer and pro-actively managed
5. Visitors will benefit from the new management scheme

iii. How often is this policy / practice reviewed?

The policy will be reviewed annually by the Car Parking Working Group or as and when the scheme is amended.

STEP 3 - Could there be any implications for a protected characteristic group (as defined by the Equality Act 2010) in this (or the development of) policy/ practice?

STEP 3a - Yes, there is a potential implication or barrier for a protected characteristic group.

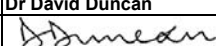
Please tick all that are relevant

Notes

| | | Notes |
|--------------------------------|-------------------------------------|---|
| Age | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Disability | <input checked="" type="checkbox"/> | It is expected that blue badge holders will automatically qualify for a parking permit. See detail for mobility and impairments. |
| Gender Reassignment | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Marriage and Civil Partnership | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Pregnancy and maternity | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Race | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Religion or Belief | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |
| Sex | <input checked="" type="checkbox"/> | The system will introduce point allocation and criteria weighting that will include criteria for staff with caring responsibilities for dependants; this may impact women more than men. Any weighting relating to part time workers will impact women, as 2/3rds of part time staff are female. |
| Sexual Orientation | <input type="checkbox"/> | The parking permit allocation system will not ask for this information, or take into consideration. |

Go to Step 4

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| <p>STEP 3b - No, there is no potential implication for a protected characteristic group.</p> | | <p>Go to Step 8</p> |
| <p>STEP 4 - What evidence do you have for this conclusion (potential implication for a protected characteristic group)?</p> | | |
| <p>Briefly explain:</p> | | |
| <p>Dependants The permit allocation system will ask if applicants have dependants and if they do this will increase the points available towards qualifying for a parking permit. It could, therefore, be argued that those without dependants are being discriminated against.</p> <p>Salary / Grade The permit allocation scheme should not distinguish on the basis of salary / grade. However, it will consider those who have frequent and necessary business travel needs. This may result in greater points being allocated for business needs travel and therefore someone in this situation may have a higher chance of qualifying for a permit. Staff who have a need for frequent business travel or have to perform duties where they require access to their private vehicle to travel quickly or in emergency situations may have a higher chance of qualifying for a permit. This may include staff on higher salaries/grades whose roles require frequent business trips and attendance/participation in meetings/commitments out with University premises. It could also include staff whose duties include frequent travel between campuses, visiting off site locations and/or transporting materials/equipment requiring access to a vehicle. Consideration will also be given to staff who work shift patterns and hours of employment out with standard hours where public transport is available. This may include more staff on lower grades/salaries .</p> <p>Permits will continue to be paid on a monthly direct debit basis, rather than a one-off annual payment, to ensure affordability to all salaries / grades. Costs will be kept to an affordable but realistic level.</p> <p>Unsocial Hours The system is likely to favour those on early shifts or late shifts with no/limited access to public transport</p> | | |
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| <p>STEP 4a - Does the evidence show a positive impact?</p> | | <p>Go to Step 5</p> |
| <p>Please provide an example and attach evidence:</p> <p>The new system will allow the University to be more responsive by taking into account an individuals personal circumstances, the business requirements and any changes in these when issuing permits on an annual basis. The current system does not allow this. The aim of this process is to ensure more equitable access, including those whose personal circumstances require this (such as Disabled staff). The scheme will also aim to provide a choice in permit type to suit differing circumstances.</p> | | |
| <p>STEP 4b - Does the evidence show a negative impact?</p> | | <p>Go to Step 6</p> |
| <p>You need to consult with relevant stakeholders - the EDU will assist with this process Please provide brief details and attach evidence:</p> <p>Overall, there will be a reduction in permits and therefore some staff who currently have a permit will have this revoked.</p> | | |
| <p>STEP 4c - Does the evidence show no impact?</p> | | <p>Go to Step 8</p> |
| <p>Attach evidence to this form</p> | | |
| <p>STEP 5 - Continue to promote good opportunity for all people</p> | | <p>Go to Step 8</p> |
| <p>Promote and implement as exemplar policy/ practice</p> | | |
| <p>STEP 6 - Involve and consult stakeholders to address any negative impacts</p> | | <p>Go to Step 7</p> |
| <p>EDU will assist with this process Please provide brief details of involvement and consultations:</p> <p>The University has undertaken a number of steps to consult with staff and students on the changes to the parking management scheme. These include:</p> <ol style="list-style-type: none"> 1. Car Parking Statement (July 2017) outlining potential changes and inviting feedback. The response period was extended to the end of August 2017. 2. Questions and Answers from Feedback on Principles 3. Stage 1 Consultation Summary (10th August 2017) <p>The key equality points raised in the consultation include:</p> <ul style="list-style-type: none"> Expanding the definition of dependant to include elderly relatives; Annual review may make long-term caring responsibilities difficult to plan; Offering pro-rata payments/permits for part time staff; Only allowing student permits for Blue Badge holders, or extensive caring responsibilities; Allowing temporary permits for staff with short term mobility issues. <p>A Car Park Working Group has been formed to make decisions on how the parking permit scheme should be implemented. The University has received support from Peter Brett Associates (the University's appointed strategic transport consultants) who have provided advice based on experience of other parking schemes and case studies from other universities. In particular, the University of Edinburgh's scheme has been seen as the most relevant and provides an example of a scheme which is currently operating in practice under similar conditions.</p> | | |

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| STEP 7 - Outline any changes made to the policy/ practice as a result of the consultation | | Go to Step 8 |
| Please provide details of changes: | | |
| <p>Dependants The definition of dependants will need to be carefully considered and should include caring for the elderly.</p> <p>Salary / Grade The definition of business need will need to be clearly defined.</p> <p>Disability Blue Badge holders will automatically get a parking permit. Staff with other impairment types, who think they require a permit, will need an Occupational Health assessment to validate this.</p> | | |
| STEP 8 - Publish results (as required by law) | | Go to Step 9 |
| Please return this form, once completed, along with copy of amended policy or practice and any relevant information, to the EDU for annual reporting and for inclusion on the University website. Please note items sent to EDU here: | | |
| STEP 9 - Regular review | | |
| Regular reviews ensures that policy and practice is kept up to date and meets the requirements of current equality legislation. Where a negative impact has been identified and remedial actions is being implemented, the policy owner should define a timescale for review. | | |
| Please give details of review process: | To be reviewed regularly, but at least annually, by the Parking Working Group. | |
| SIGNING OFF PROCESS | | |
| Name of EIA Owner | Dr David Duncan | |
| Signature |  | |
| College/ School/ Service | Chief Operating Officer | |
| Date of Completion | 14/11/2017 | |
| Date received by EDU | 14/11/2017 | |
| Approved in principle? | Yes | <input checked="" type="checkbox"/> X |
| | | No |
| Any actions required? Please specify | | |
| Signed on behalf of EDU Date: 14/11/2017 | Signature Mhairi Taylor | |