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Grangewaters – EIA

Community Equality Impact Assessment

The Equality Act 2010 states that public bodies must have “due regard” to a variety of Equalities objectives (Equality Act 2010, Section 149) and consequently, Equality Analysis must be carried out to demonstrate that decision-makers are fully aware of the impact that changes may have on stakeholders.

The concept of ‘due regard’ was reinforced in 2012 during the review of the Public Sector Equality Duty (PSED) which “requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”

‘Due regard’ is dependent on the relevance and potential impact of the decision being considered. The greater the relevance and impact, the higher the regard due.

As an authority, we have made a commitment to apply a systematic screening process to new policy, strategy, functions or service development including reviews or changes to existing policy, strategy, functions or services.

This is to determine whether the proposals are likely to have a significant impact on different groups within our community.

This process has been developed, together with [full guidance](#), to support officers in meeting our duties under the:

- Equality Act 2010
- Public Sector Equality Duty
- The Best Value Guidance
- The Public Service (Social Value) 2012 Act

In addition, the guidance supports officers to consider our commitments set out in the [Thurrock Joint Compact](#) with the voluntary sector.

As well as supporting you to look at whether there is, or will be, a significant impact, the guidance will also consider ways in which you might mitigate this in the future.

About the service and reason for the development or review process

| | |
|-----------------|--|
| Name of service | Children’s Services – Mid Year Fee Increase Grangewaters |
| Lead Officer | Michele Lucas |
| Contact Details | mlucas@thurrock.gov.uk |

Why is this policy, strategy, function or service development/review needed?

The current financial position of the council has meant we have to give consideration to an in-year price increase linked to our current fee and charges. Grangewaters is an outdoor education centre which covers its running costs year and year and has over the past two years made a profit, Grangewaters offers the local communities of Thurrock the opportunity to participate in outdoor learning programmes. Its unique selling point is the work it undertakes with children and young people who have special education needs and this attracts customers from both within and outside of Thurrock. It is one of the key providers for the government's national holiday activities programmes.

1. Community impact (this can also be used to assess impact on staff although a cumulative impact should be considered)

1.1 What impacts will this policy, strategy, function or service development/review have on communities and workforce?
 Look at what you know? What does your research tell you?

Consider:

- National and local data sets – please see guidance
- Complaints
- Consultation and service monitoring information
- Voluntary and community organisations
- The Equality Act places a specific duty on people with ‘protected characteristics. The table below details these groups and helps you to consider the impact on these groups.

| | Positive | Neutral | Negative | What are the positive and negative impacts? | How will benefits be enhanced and negative impacts minimised or eliminated? |
|-------------------------------------|----------|---------|----------|---|--|
| Local communities in general | | x | x | The price increases are in line with the increased running costs. | The in-year increases have been considered in line with the local competitors and we do not believe they will have a negative impact on the bookings for a proportion of our local residents |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| | | | | | |
|--|--|--|---|---|--|
| | | | | | Some of our local residents will struggle to pay any in year price increase due to the current rate of inflation – we will continue to seek external funding to ensure vulnerable children are not disadvantaged due to the in-year price increases. |
| Age | | | x | The new price increases directly impact on children and young. | This in year price increases will be monitored and considers – external funding will be sought to mitigate the price increase. |
| Disability | | | x | Grangewaters offers a range of programmes specifically targeting children and young people with disability any increase in costs will place additional challenge on parents/carers. | Holiday Activities programme supported children and young people on free school meals we will undertake further targeted information to families with children with a disability. |
| Gender reassignment | | | | N/A | N/A |
| Marriage and civil partnership | | | | N/A | N/A |
| Pregnancy and maternity | | | | N/A | N/A |
| Race (including Gypsies, Roma and Travellers) | | | x | Please refer to above due to vulnerability of children and young people related to cost increases. | Please refer to above further external funding to be sought. |
| Religion or belief | | | | N/A | |
| Sex | | | | N/A | |
| Sexual orientation | | | | N/A | |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| | | | | | |
|---|--|----------|--|--|---|
| <p>Any community issues identified for this location? <i>See above link to ward profiles.</i> If the project is based in a specific location please state where, or whether Borough wide. Please include any detail of relevance – for example, is it an area with high unemployment, or public transport limited?</p> | | | | <p>The in-year price increase will impact on all areas on communities within Thurrock</p> | <p>All work within the Children’s Services is monitored via our Brighter Futures Strategy which is focussed on outcomes for children and young people.</p> |
| <p>Workforce</p> | | <p>x</p> | | <p>The current workforce are trained to deliver high quality outdoor learning activities</p> | <p>We appoint a number of apprentices into the team to ensure that we are growing our workforce and supporting both young people and adults with apprenticeship roles in outdoor learning</p> |

2. Consultation, data and intelligence

2.1 Please highlight the steps you have taken, or plan to take, to consult the whole community or specific groups affected by the policy, strategy, function or service development/review e.g., on-line consultation, focus groups, consultation with representative groups? For further guidance please contact: consultations@thurrock.gov.uk
This is a vital step

The new in year increases will cause some concern re local residents however we have undertaken some market testing and feel they can be increased from October 2023. A further review of all fees and charges will be undertaken over the summer to ensure that we can increase fees from April 1st 2024.

2.2 Please also provide details on the sources of data or intelligence you have used to inform your assessment of impact and how they have helped you to understand those that will be affected by the policy, strategy, function or service development/review outlined?

Grangewaters continually looks at what other local outdoor learning sites are charging for similar programmes – we have had to ensure that we remain competitive as this is cost neutral to the council and provides much needed activities for families across Thurrock and SEND children and young people. We will undertake further investigations over the summer to enable to consider price increases from April 2024. As outlined in the document we do believe we can increase some of the charges from October 2023 this are outlined document that was sent across.

3. Monitoring and Review

3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented?
*These actions should be developed using the information gathered in **Section 1 and 2** and should be picked up in your departmental/service business plans.*

| Action | By when? | By who? |
|--------|----------|---------|
|--------|----------|---------|

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented?

*These actions should be developed using the information gathered in **Section 1 and 2** and should be picked up in your departmental/service business plans.*

| | | |
|---|------------------------------|-----|
| Children’s O&S approve the in-year increase of charges | June 2023 | TBC |
| Communication sent to all current customers to inform them of the price increase from October 2023. | 1 st August 2023 | |
| The new fee structure will be in place from October 2023. | 1 st October 2023 | |

4. Next steps

It is important to ensure that the information gathered is used to inform any council reports that are presented to Cabinet or Overview and Scrutiny committees. This will allow members to be furnished with all the facts in relation to the impact their decisions will have on different equality groups and the community as a whole.

Take some time to précis your findings below. This can then be added to your report template and the Equality and Diversity Implications section for sign off by the Community Development and Equalities team at the consultation stage of the report cycle.

| Implications/ Customer Impact |
|---|
| <p>We will continue to monitor the impact from October to April re the price increases we are looking to introduce from October 2023, and this will enable us to have a secure picture of the price increases from April 1st 2024.</p> <p>We will continue to identify external funding opportunities to support families who would not be able to afford any price increase and use our funded places to support disadvantaged children and young people.</p> |

5. Sign off

The information contained in this template should be authorised by the relevant project sponsor or Head of Service who will be responsible for the accuracy of the information now provided and delivery of actions detailed.

| Name | Role – for example, project sponsor, head of service) | Date |
|---------------|---|---------------------------|
| Michele Lucas | Assistant Director | 10 th May 2023 |
| | | |
| | | |
| | | |

Parking and Enforcement – EIA

Community Equality Impact Assessment

The Equality Act 2010 states that public bodies must have “due regard” to a variety of Equalities objectives (Equality Act 2010, Section 149) and consequently, Equality Analysis must be carried out to demonstrate that decision-makers are fully aware of the impact that changes may have on stakeholders.

The concept of ‘due regard’ was reinforced in 2012 during the review of the Public Sector Equality Duty (PSED) which “requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”

‘Due regard’ is dependent on the relevance and potential impact of the decision being considered. The greater the relevance and impact, the higher the regard due.

As an authority, we have made a commitment to apply a systematic screening process to new policy, strategy, functions or service development including reviews or changes to existing policy, strategy, functions or services.

This is to determine whether the proposals are likely to have a significant impact on different groups within our community.

This process has been developed, together with [full guidance](#), to support officers in meeting our duties under the:

- Equality Act 2010
- Public Sector Equality Duty
- The Best Value Guidance
- The Public Service (Social Value) 2012 Act

In addition, the guidance supports officers to consider our commitments set out in the [Thurrock Joint Compact](#) with the voluntary sector.

As well as supporting you to look at whether there is, or will be, a significant impact, the guidance will also consider ways in which you might mitigate this in the future.

About the service and reason for the development or review process

| | |
|-----------------|--|
| Name of service | Parking services and Environmental Enforcement |
| Lead Officer | Phil Carver |
| Contact Details | Pcarver@thurrock.gov.uk |

| |
|--|
| Why is this policy, strategy, function or service development/review needed? |
| Proposed increase in Fees & Charges |

1. Consultation, data and intelligence

1.1 Please highlight the steps you have taken, or plan to take, to consult the whole community or specific groups affected by the policy, strategy, function or service development/review e.g. on-line consultation, focus groups, consultation with representative groups? For further guidance please contact: consultations@thurrock.gov.uk

This is a vital step

We also have completed notices regarding car park charges.

We also plan to use the council website and use comms.

This is also published within the annual Fees & Charges report which is uploaded online

1.2 Please also provide details on the sources of data or intelligence you have used to inform your assessment of impact and how they have helped you to understand those that will be affected by the policy, strategy, function or service development/review outlined?

The table below shows a comparison of Thurrock’s proposed charges compared to that of our neighbouring boroughs and surrounding areas, Thurrock are still drastically lower than any of our neighbouring boroughs

| Residents Permits 22/23 | 1st | 2nd | 3rd | Rank | % > TC |
|----------------------------------|------------|-----|-----|------------|-----------|
| Thurrock (Proposed 23/24) | £10 | £20 | £80 | 1st | 0% |
| Southend | £15 | £25 | £50 | 2nd | 50% |
| Chelmsford | £26 | £26 | £26 | 3rd | 160% |
| Medway | £31 | £31 | £31 | 4th | 210% |
| Basildon | £34 | £34 | £34 | 5th | 235% |
| Brentwood | £34 | £34 | £34 | 6th | 235% |
| Havering | £35 | £60 | £85 | 7th | 250% |
| Rochford | £50 | £50 | £50 | 8th | 400% |
| Castle Point | £52 | £52 | £52 | 9th | 420% |
| Maldon | £54 | £54 | £54 | 10th | 440% |

Ranking based off 1st permit pricing

| Residents Permits | 1st | 2nd | 3rd | 4th | 5th+ |
|-------------------------------|-------------------------------------|-----|--------|--------|--------|
| Barking & Dagenham | Table - Emissions (CO2) g/km | | | | |
| Band 1: 0 to 50* | £0 - Up to 2 | | £45 | £45 | £45 |
| Band 2: 50 to 100 | £18 - Up to 2 | | £45 | £45 | £45 |
| Band 3: 101 to 140 | £36 - Up to 2 | | £45 | £54 | £63 |
| Band 4: 141 to 160 | £45 - Up to 2 | | £56.25 | £67.50 | £78.75 |
| Band 5: 161 to 180 | £51 - Up to 2 | | £63.75 | £76.50 | £89.25 |
| Band 6: 181 to 255 | £80 - Up to 2 | | £100 | £120 | £140 |
| Band 7: Over 256 | £140 - Up to 2 | | £175 | £210 | £245 |

** Hybrid or Electric vehicle*

Barking & Dagenham offer a reduced rate for permits to residents driving low emission vehicles to help reduce their carbon footprint, this was an option that Thurrock proposed in 2021 but was not taken forward at that time

2. Community and workforce impact

1.1 What impacts will this policy, strategy, function or service development/review have on communities, workforce and the health and wellbeing of local residents? Look at what you know? What does your research tell you?

Consider:

- National and local data sets – please see guidance
- Complaints
- Consultation and service monitoring information
- Voluntary and community organisations
- The Equality Act places a specific duty on people with ‘protected characteristics’. The table below details these groups and helps you to consider the impact on these groups.

| | Positive | Neutral | Negative | What are the positive and negative impacts? | How will benefits be enhanced and negative impacts minimised or eliminated? |
|--|----------|---------|----------|--|---|
| Local communities in general | x | | | This will allow the upkeep of maintenance such as lines, signs and resurfacing | We have a robust approach to monitoring as it is a part of officers duty to review the standards of locations. Inflation has been considered in the Increases |
| Age | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |
| Disability | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |
| Gender reassignment | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |
| Marriage and civil partnership | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |
| Pregnancy and maternity | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |
| Race (including Gypsies, Roma and Travellers) | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in ‘local communities in general’ above. |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| | | | | | |
|---|---|--|---|---|---|
| Religion or belief | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in 'local communities in general' above. |
| Sex | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in 'local communities in general' above. |
| Sexual orientation | x | | | the impact applies to all regardless of protected characteristics | the same applies as detailed in 'local communities in general' above. |
| Any other community issues identified for this location? If the project is based in a specific location please state where, or whether Borough wide. Please include any detail of relevance – for example, is it an area with high unemployment, or public transport limited? | | | | This is borough wide, paying fair rates for the upkeep as detailed in the Local communities in general above | |
| Workforce of Thurrock Council (e.g. in the case of service change/s) | x | | | | |
| Health and wellbeing of residents Please see guidance. | | | x | This may have a negative impact on the health & Wellbeing of residents as they may not be able to afford to pay which in turn may cause stress and upset as well as not being able to access facilities due to increased charges that aid in health and wellbeing e.g. parks and open spaces, | |
| Socio-economic outcomes Please see guidance. | | | X | Those living on a low income may have their ability to access services and amenities reduced or restricted. | This is mitigated by keeping increases low in comparison to other neighbouring boroughs |
| Veterans and serving members of the armed forces Please see guidance. | x | | | paying fair rates for the upkeep as detailed in the Local communities in general above | |

3. Monitoring and Review

3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented?

*These actions should be developed using the information gathered in **Section 1 and 2** and should be picked up in your departmental/service business plans.*

| Action | By when? | By who? |
|---|-----------------|-------------|
| To undertake regular quality monitoring visits during officers patrols ensuring quality standards at locations | Patrolled daily | CEOs & EEOs |
| To carry out consultation with residents and other stakeholders to gather intelligence to further inform this CEIA and assess if the assumed impacts are accurate or need amending. | | |

4. Next steps

It is important to ensure that the information gathered is used to inform any council reports that are presented to Cabinet or Overview and Scrutiny committees. This will allow members to be furnished with all the facts in relation to the impact their decisions will have on different equality groups and the community as a whole.

Take some time to précis your findings below. This can then be added to your report template and the Equality and Diversity Implications section for sign off by the Community Development and Equalities team at the consultation stage of the report cycle.

| Implications/ Customer Impact |
|---|
| <p>Paying fair rates for the upkeep will allow quality standards of maintenance such as lines, signs and resurfacing. Quality standards prevent trips and falls, less damage to vehicle and public confidence to pay and use locations</p> <p>There is no consultation for parking increases. Information is provided as per point 1 above. Fees and Charges are reviewed yearly, proposed changes are put before members to support or oppose.</p> |

5. Sign off

The information contained in this template should be authorised by the relevant project sponsor or Strategic Lead who will be responsible for the accuracy of the information now provided and delivery of actions detailed.

| Name | Role – for example, project sponsor, head of service) | Date |
|-------------|---|--------------------------|
| Phil Carver | Strategic Lead | 5 th May 2023 |
| | | |
| | | |
| | | |

Registrars- EIA

Community Equality Impact Assessment

The Equality Act 2010 states that public bodies must have “due regard” to a variety of Equalities objectives (Equality Act 2010, Section 149) and consequently, Equality Analysis must be carried out to demonstrate that decision-makers are fully aware of the impact that changes may have on stakeholders.

The concept of ‘due regard’ was reinforced in 2012 during the review of the Public Sector Equality Duty (PSED) which “requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”

‘Due regard’ is dependent on the relevance and potential impact of the decision being considered. The greater the relevance and impact, the higher the regard due.

As an authority, we have made a commitment to apply a systematic screening process to new policy, strategy, functions or service development including reviews or changes to existing policy, strategy, functions or services.

This is to determine whether the proposals are likely to have a significant impact on different groups within our community.

This process has been developed, together with [full guidance](#), to support officers in meeting our duties under the:

- Equality Act 2010
- Public Sector Equality Duty
- The Best Value Guidance
- The Public Service (Social Value) 2012 Act

In addition, the guidance supports officers to consider our commitments set out in the [Thurrock Joint Compact](#) with the voluntary sector.

As well as supporting you to look at whether there is, or will be, a significant impact, the guidance will also consider ways in which you might mitigate this in the future.

About the service and reason for the development or review process

| | |
|-----------------|---------------|
| Name of service | Registrars |
| Lead Officer | Tracie Heiser |
| Contact Details | 07766 206658 |

Why is this policy, strategy, function or service development/review needed?

Following the mid year review of fees and charges for the following;

- Registrar attendance at approved premises for Marriage/Civil Partnership
- Registrar attendance at Register Office for Naming Ceremonies/ Renewal of Vows/Commitment Ceremony (Civil Ceremonies Ltd Partnership)
- Registrar attendance at Approved Premise for Naming Ceremonies/Renewal of Vows/Commitment Ceremony (Civil Ceremonies Ltd Partnership)
- Ceremonies held in Thameside Theatre
- Postage and Packing Charge (1st Class Recorded)
- Private Citizenship Ceremony
- Postage and Packing Charge (Special Delivery 24hr Guaranteed)

1. Consultation, data and intelligence

1.1 Please highlight the steps you have taken, or plan to take, to consult the whole community or specific groups affected by the policy, strategy, function or service development/review e.g. on-line consultation, focus groups, consultation with representative groups? For further guidance please contact: consultations@thurrock.gov.uk

This is a vital step

As this is an optional service for customers, they can choose whether to use the service or not with the fees and charges clearly displayed on our website.

We do provide different options at varying prices to ensure that our service is available to a range of customers. For example with Citizenships they do have the option to attend a free group ceremony or they can pay for the private ceremony.

The annual fee increase is discussed with customers when they contact us to make a booking especially when the requested date falls into a new financial year.

Any changes to the fees and charges are updated on the website within the Registrars area along with the annual Fees & Charges report which is also available.

Due to the nature of the service and inline with other local authorities and private venues, annual price increases are common.

1.2 Please also provide details on the sources of data or intelligence you have used to inform your assessment of impact and how they have helped you to understand those that will be affected by the policy, strategy, function or service development/review outlined?

A benchmarking exercise has been carried out to compare with other local authorities. Fees and charges are provided for Registration services on local authority websites which allows the comparison to be made.

It is difficult to compare the charges for ceremonies as the venues and facilities do vary, however our fees are lower than other local authorities.

We are proposing higher fees for postage and private citizenships, compared to others but we do also have the other pricing options available.

2. Community and workforce impact

1.1 What impacts will this policy, strategy, function or service development/review have on communities, workforce and the health and wellbeing of local residents? Look at what you know? What does your research tell you?

Consider:

- National and local data sets – please see guidance
- Complaints
- Consultation and service monitoring information
- Voluntary and community organisations
- The Equality Act places a specific duty on people with ‘protected characteristics’. The table below details these groups and helps you to consider the impact on these groups.

| | Positive | Neutral | Negative | What are the positive and negative impacts? | How will benefits be enhanced and negative impacts minimised or eliminated? |
|---------------------------------------|----------|---------|----------|---|---|
| Local communities in general | | * | | | |
| Age | | * | | | |
| Disability | | * | | | |
| Gender reassignment | | * | | | |
| Marriage and civil partnership | | | * | Negative – higher costs | |
| Pregnancy and maternity | | * | | | |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

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|---|--|---|---|---|--|
| Race (including Gypsies, Roma and Travellers) | | * | | | |
| Religion or belief | | * | | | |
| Sex | | * | | | |
| Sexual orientation | | * | | | |
| Any other community issues identified for this location? If the project is based in a specific location please state where, or whether Borough wide. Please include any detail of relevance – for example, is it an area with high unemployment, or public transport limited? | | | * | New citizens who would like a private citizenship may not be able to afford this due to the increase. | Group citizenship ceremonies are available free of charge as the cost is in the Home Office application fee. |
| Workforce of Thurrock Council (e.g. in the case of service change/s) | | * | | | |
| Health and wellbeing of residents Please see guidance. | | * | | | |
| Socio-economic outcomes Please see guidance. | | * | | | |
| Veterans and serving members of the armed forces Please see guidance. | | * | | | |

3. Monitoring and Review

3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented?

*These actions should be developed using the information gathered in **Section 1 and 2** and should be picked up in your departmental/service business plans.*

| Action | By when? | By who? |
|--|-----------------|---------------------------------|
| Monitoring customer feedback | March 2024 | Jenny Osborne |
| Review of income to see if customers continue to use these services with us or book elsewhere. | March 2024 | Tracie Heiser and Jenny Osborne |
| | | |
| | | |
| | | |

4. Next steps

It is important to ensure that the information gathered is used to inform any council reports that are presented to Cabinet or Overview and Scrutiny committees. This will allow members to be furnished with all the facts in relation to the impact their decisions will have on different equality groups and the community as a whole.

Take some time to précis your findings below. This can then be added to your report template and the Equality and Diversity Implications section for sign off by the Community Development and Equalities team at the consultation stage of the report cycle.

| Implications/ Customer Impact |
|--|
| <p>These fee increases relate to services which are optional to our residents, there are alternatives available.</p> <p>The impact would be that residents may choose to use services outside of Thurrock.</p> |

5. Sign off

The information contained in this template should be authorised by the relevant project sponsor or Strategic Lead who will be responsible for the accuracy of the information now provided and delivery of actions detailed.

| Name | Role – for example, project sponsor, head of service) | Date |
|------|---|------|
| | | |
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Land Charges – EIA

Community Equality Impact Assessment

The Equality Act 2010 states that public bodies must have “due regard” to a variety of Equalities objectives (Equality Act 2010, Section 149) and consequently, Equality Analysis must be carried out to demonstrate that decision-makers are fully aware of the impact that changes may have on stakeholders.

The concept of ‘due regard’ was reinforced in 2012 during the review of the Public Sector Equality Duty (PSED) which “requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”

‘Due regard’ is dependent on the relevance and potential impact of the decision being considered. The greater the relevance and impact, the higher the regard due.

As an authority, we have made a commitment to apply a systematic screening process to new policy, strategy, functions or service development including reviews or changes to existing policy, strategy, functions or services.

This is to determine whether the proposals are likely to have a significant impact on different groups within our community.

This process has been developed, together with [full guidance](#), to support officers in meeting our duties under the:

- Equality Act 2010
- Public Sector Equality Duty
- The Best Value Guidance
- The Public Service (Social Value) 2012 Act

In addition, the guidance supports officers to consider our commitments set out in the [Thurrock Joint Compact](#) with the voluntary sector.

As well as supporting you to look at whether there is, or will be, a significant impact, the guidance will also consider ways in which you might mitigate this in the future.

About the service and reason for the development or review process

| | |
|-----------------|----------------------------|
| Name of service | Land Charges |
| Lead Officer | Anthony Fletcher |
| Contact Details | A.FLETCHER@THURROCK.GOV.UK |

Why is this policy, strategy, function or service development/review needed?

A corporate decision has been made to review all material fees and where possible increase them mid-year (October 2023). Land charge fees fit into this category

1. Consultation, data and intelligence

1.1 Please highlight the steps you have taken, or plan to take, to consult the whole community or specific groups affected by the policy, strategy, function or service development/review e.g. on-line consultation, focus groups, consultation with representative groups? For further guidance please contact: consultations@thurrock.gov.uk

This is a vital step

Benchmarking is regularly completed against other local authorities and national unitary authorities and the fees increases still keep us in line. Our searches are submitted by search agents (The same 10 – 15) who we will discuss the changes with for comment via individual consultation

1.2 Please also provide details on the sources of data or intelligence you have used to inform your assessment of impact and how they have helped you to understand those that will be affected by the policy, strategy, function or service development/review outlined?

Benchmarking among other local and unitary authorities indicated that fees are still consistent with other unitary and local authorities.

The average house price in Thurrock is £400,000.00. The impact of increasing our fees in the total cost of purchasing a house is minimal – accounting for under 0.0006%.

Although we compete over 4000 searches a year. Many submitted by the same 10 – 15 search agents who pass cost on to applicante.

2. Community and workforce impact

1.1 What impacts will this policy, strategy, function or service development/review have on communities, workforce and the health and wellbeing of local residents?

Look at what you know? What does your research tell you?

Consider:

- National and local data sets – please see guidance
- Complaints
- Consultation and service monitoring information
- Voluntary and community organisations
- The Equality Act places a specific duty on people with ‘protected characteristics’. The table below details these groups and helps you to consider the impact on these groups.

| | Positive | Neutral | Negative | What are the positive and negative impacts? | How will benefits be enhanced and negative impacts minimised or eliminated? |
|---------------------------------------|----------|---------|----------|---|---|
| Local communities in general | | X | | | |
| Age | | X | | | |
| Disability | | X | | | |
| Gender reassignment | | X | | | |
| Marriage and civil partnership | | X | | | |
| Pregnancy and maternity | | X | | | |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| | | | | |
|---|--|---|--|--|
| Race (including Gypsies, Roma and Travellers) | | X | | |
| Religion or belief | | X | | |
| Sex | | X | | |
| Sexual orientation | | X | | |
| Any other community issues identified for this location? If the project is based in a specific location please state where, or whether Borough wide. Please include any detail of relevance – for example, is it an area with high unemployment, or public transport limited? | | X | | |
| Workforce of Thurrock Council (e.g. in the case of service change/s) | | X | | |
| Health and wellbeing of residents Please see guidance. | | X | | |
| Socio-economic outcomes Please see guidance. | | X | | |
| Veterans and serving members of the armed forces Please see guidance. | | X | | |

3. Monitoring and Review

| | | |
|---|-----------------|----------------|
| <p>3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented? <i>These actions should be developed using the information gathered in Section 1 and 2 and should be picked up in your departmental/service business plans.</i></p> | | |
| Action | By when? | By who? |
| Land Searches are completed during the process of a house sale, to understand the history of the land to inform the buyer before purchase. There will be no impact on community or equality as a result of the fee change. | N/A | N/A |

3.1 How will you review community and equality impact once the policy, strategy, function or service has been implemented?

*These actions should be developed using the information gathered in **Section 1 and 2** and should be picked up in your departmental/service business plans.*

| | | |
|--|--|--|
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| | | |

4. Next steps

It is important to ensure that the information gathered is used to inform any council reports that are presented to Cabinet or Overview and Scrutiny committees. This will allow members to be furnished with all the facts in relation to the impact their decisions will have on different equality groups and the community as a whole.

Take some time to précis your findings below. This can then be added to your report template and the Equality and Diversity Implications section for sign off by the Community Development and Equalities team at the consultation stage of the report cycle.

Implications/ Customer Impact

The increase in fee is still in line with what is charged at neighbouring authorities and unitary authorities. Our searches have a statutory target of 20 working days, Thurrock average 7.2 working days so the service is high. The average house price in Thurrock is £479,231. Our fees are as a % the least costly part of the whole process, but the accurate information provided is incredibly important.

5. Sign off

The information contained in this template should be authorised by the relevant project sponsor or Strategic Lead who will be responsible for the accuracy of the information now provided and delivery of actions detailed.

| Name | Role – for example, project sponsor, head of service) | Date |
|------------|---|------------|
| A.FLETCHER | Head of service | 09.05.2023 |
| | | |
| | | |
| | | |

Development Management – EIA

Thurrock Council

Community Equality Impact Assessment

Service area and lead officer

| | |
|-----------------------------------|--|
| Name of service | Development Management |
| Lead officer name | Leigh Nicholson completing on behalf of Louise Reid (Strategic Lead) |
| Lead officer job title | Assistant Director, Planning, Transport and Public Protection |
| Lead officer email address | lnicholson@thurrock.gov.uk |

Subject of this assessment

| |
|---|
| What specific policy, strategy, function or service is the subject of this assessment? |
| Development Management pre-application fees and charges |
| Borough-wide or location-specific? |
| <input checked="" type="checkbox"/> Borough-wide <input type="checkbox"/> Location-specific – please state locations below. |
| Click or tap here to enter text. |
| Why is this policy, strategy, function or service development or review needed? |
| The Council is seeking to increase fees and charges across all services. |

1. Consultation and supporting information

- 1.1. What steps you have taken, or do you plan to take, to consult or engage the whole community or specific groups affected by this development or review? **This is a vital step.**

| |
|--|
| Steps you have taken, or plan to take, to consult or engage |
| There is a corporate expectation that fees and charges will be increased in 23/24. No consultation has been carried out with customer groups, though previous benchmarking has found that Thurrock’s fees are within the upper / lower limits of those set by other LPAs in Essex. |

- 1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

| |
|---|
| Sources of data or intelligence, and how they have been used |
| See above. |

2. Community and workforce impact

- 2.1. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|--------------------------|-------------------------------------|-------------------------------------|---|---|
| Local communities in general | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Age | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Increased pre-application fees could deter residents with fixed incomes from engaging in the pre-application process. | Not possible to address this issue if fees are to be increased. It should be noted that pre-app is a discretionary service. |
| Disability | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Increased pre-application fees could deter residents with fixed incomes from engaging in the pre-application process. | Not possible to address this issue if fees are to be increased. It should be noted that pre-app is a discretionary service. |
| Gender reassignment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Marriage and civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Sex | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |
| Location-specific impact, if any | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|-------------------------------------|-------------------------------------|-------------------------------------|---|---|
| Health and wellbeing of residents | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The pre-application process tends to make the planning process smoother, with better designed built development at the end of the process. Increasing fees for pre-app could discourage residents from seeking advice, resulting in avoidable refusals. + | Click or tap here to enter text. |
| Socio-economic outcomes | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Veterans and serving members of the armed forces | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Not relevant / applicable | Click or tap here to enter text. |

3. Monitoring and review

- 3.1. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

| Action | By when | By who |
|--|---|-----------------------------------|
| To review the number of pre-application submissions made | This data is collating on a rolling monthly basis | Business Improvement team – PTPP. |

4. Next steps

- 4.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

Summary of implications and customer impact

Thameside Theatre – EIA

Thurrock Council

Community Equality Impact Assessment

Service area and lead officer

| | |
|-----------------------------------|------------------------|
| Name of service | Thameside Theatre |
| Lead officer name | Dianna Ferry |
| Lead officer job title | Theatre Manager |
| Lead officer email address | dferry@thurrock.gov.uk |

Subject of this assessment

| |
|--|
| What specific policy, strategy, function or service is the subject of this assessment? |
| Thameside Theatre – Fees and Charges Policy |
| Borough-wide or location-specific? |
| <input type="checkbox"/> Borough-wide <input checked="" type="checkbox"/> Location-specific – please state locations below. |
| Thameside Complex, Grays |
| Why is this policy, strategy, function or service development or review needed? |
| As a result of the S114 notice and financial position of the Council all services have been asked to review fees and charges with a view to increasing them to, as a minimum, reflect the cost of inflation over the past 5 years. |
| The Thameside Theatre is one of the services that charges for services. In general fees and charges have increased in line with inflation except during the pandemic years. There is no legal reason why they should not be increased in line with inflation. |
| On that basis an in year review of fees and charges has taken place in line with the corporate approach. |

1. Consultation and supporting information

- 1.1. What steps you have taken, or do you plan to take, to consult or engage the whole community or specific groups affected by this development or review? **This is a vital step.**

Steps you have taken, or plan to take, to consult or engage

All fees and charges will be considered by Members through relevant overview and scrutiny committee(s) prior to final decision. A final decision will be taken by Members through Cabinet / Council (Kelly to confirm).

The information provided to hirers and promoters will clearly explain the costs associated with use of the venue and the services it provides.

The decision to increase fees and charges has been taken corporately as a result of the S114 notice.

- 1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

Sources of data or intelligence, and how they have been used

The decision to increase fees and charges in line with inflation has been taken corporately as a result of the S114 notice.

An increase in line with inflation will result in fees and charges that are in real terms the same as those charged five years ago. Some of the increases appear higher than others because charges were not increased through the COVID pandemic.

Data including bookings from previous years and anecdotal information from hirers suggests there will be an impact on hirers and promoters hoping to use the theatre as charges will be higher than previously expected. This may have an impact on the number and type of bookings.

The area we expect to be most affected will be the subsidised hire costs available to schools and community groups already struggling financially.

Given decisions taken on the Thameside Complex and the possibility it will close it is unclear whether the theatre will be able to continue to trade in the medium / longer term.

2. Community and workforce impact

1.3. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---------------------------------------|--------------------------|-------------------------------------|-------------------------------------|--|---|
| Local communities in general | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <p>Increased hire charges will mean costs are passed on to performers and customers which may reduce the number and type of activities at the theatre and therefore reduce income.</p> <p>However increased fees and charge may help address the Council's financial position.</p> | The Theatre will work with hirers and promoters to market shows and demonstrate value for money. |
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Disability | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The theatre hosts smaller events for groups with disabilities. These groups are stretched financially and may no longer be able to afford the cost of using theatre space and services. | Wherever possible the theatre will work with groups to try to reduce their costs or increase income to offset the additional charges. |
| Gender reassignment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Marriage and civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Sex | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|--------------------------|-------------------------------------|-------------------------------------|---|---|
| Sexual orientation | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | LGBT+ group meets regularly at the theatre. They have secured funding for the short term but an increase in costs may impact on their use of the theatre space once external funding ceases. | Click or tap here to enter text. |
| Location-specific impact, if any | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Health and wellbeing of residents | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Residents may be unable to afford tickets if prices increase. There is a wealth of evidence demonstrating how engagement with cultural activity improves health and wellbeing. | Click or tap here to enter text. |
| Socio-economic outcomes | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Local dance schools hire the theatre as an affordable space for their shows. Any increase in price could result in dance schools being unable to afford hire which will have an impact on their businesses. | Click or tap here to enter text. |
| Veterans and serving members of the armed forces | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |

3. Monitoring and review

1.4. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

| Action | By when | By who |
|---|---------|-----------------|
| Monitor impact on number and type of bookings and compare to previous years | Ongoing | Theatre Manager |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| | | |
|--|--|----------------------------------|
| Gather anecdotal evidence from hirers and promoters | Ongoing | Theatre Manager |
| Monitor income and compare to previous years | Ongoing | Theatre Manager |
| Gather evidence from other local venues to ensure the theatre is competitive in the local market | Sept to January 2024 when prices are set for the next financial year | Theatre Manager |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

2. Next steps

- 2.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

| Summary of implications and customer impact |
|---|
| <p>An increase in fees and charges could impact on the number and type of bookings received from hirers and promoters. There may be particular impact on organisations already struggling with cost of living and reductions in funding such as schools and community groups. Impact will be monitored and, if appropriate, recommendations made when fees and charges are reviewed for the next financial year.</p> <p>Thurrock has a low participation rate in cultural activity compared to other local authorities across the country. The increased fees and charges are likely to result in increases to ticket prices which could reduce numbers using the theatre. As a result numbers participating in cultural activity could fall. Again impact will be monitored and, if appropriate, recommendations made to amend fees and charges to maximise income and audience numbers.</p> |

3. Sign off

- 3.1. This Community Equality Impact Assessment must be authorised by the relevant project sponsor, strategic lead, or assistant director. Officers authorising this assessment are responsible for:
- the accuracy of the information
 - making sure actions are undertaken

| Name | Role | Date |
|----------------------------------|---------------------------------------|----------------------------------|
| Dianna Ferry | Theatre Manager | 10/05/2023 |
| Stephen Taylor | Strategic Lead – Economic Development | 10/05/2023 |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Burials – EIA

Thurrock Council Community Equality Impact Assessment

Service area and lead officer

| | |
|-----------------------------------|----------------------------------|
| Name of service | Clean and Green – Burials |
| Lead officer name | Vincent Taylor |
| Lead officer job title | Strategic Lead – Clean and Green |
| Lead officer email address | vtaylor@thurrock.gov.uk |

Subject of this assessment

| |
|---|
| What specific policy, strategy, function or service is the subject of this assessment? |
| Fees and Charges for Burial Services |
| Borough-wide or location-specific? |
| <input checked="" type="checkbox"/> Borough-wide <input type="checkbox"/> Location-specific – please state locations below. |
| Click or tap here to enter text. |
| Why is this policy, strategy, function or service development or review needed? |
| There is an annual review of fees and charges in this service area, this CEIA review is needed as an additional review of the fees and charges is being conducted. |

1. Consultation and supporting information

1.1. What steps you have taken, or do you plan to take, to consult or engage the whole community or specific groups affected by this development or review? This is a vital step.

| Steps you have taken, or plan to take, to consult or engage |
|---|
| There are no specific groups affected by this change. The fees and charges are in line with other local authorities |

1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

| Sources of data or intelligence, and how they have been used |
|---|
| The registrar of burials conducted a recent benchmarking exercise looking at the fees charged by neighbouring local authorities for these services and ensured that those charges by Thurrock are comparable to others. |

2. Community and workforce impact

2.1. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|--------------------------------|--------------------------|-------------------------------------|--------------------------|--|---|
| Local communities in general | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Disability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Gender reassignment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Marriage and civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|--------------------------|-------------------------------------|--------------------------|--|---|
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Sex | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Location-specific impact, if any | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Health and wellbeing of residents | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Socio-economic outcomes | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Veterans and serving members of the armed forces | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |

3. Monitoring and review

- 3.1. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

| Action | By when | By who |
|---|----------------------------------|-----------------------------------|
| To monitor the uptake in the services offered by the council and to see if there is an increase in complaints | January 2024 | Sue Newton – Registrar of Burials |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

4. Next steps

- 4.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

Summary of implications and customer impact

The charge for these services are in line with those offered elsewhere, our core burial services are only being increased in line with inflation, and those that are at the discretion of the service user are able to be increased in line with commercial demand.

5. Sign off

5.1. This Community Equality Impact Assessment must be authorised by the relevant project sponsor, strategic lead, or assistant director. Officers authorising this assessment are responsible for:

- the accuracy of the information
- making sure actions are undertaken

| Name | Role | Date |
|----------------------------------|----------------------------------|----------------------------------|
| Vincent Taylor | Strategic Lead – Clean and Green | 10/05/23 |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Abandoned Trolleys – EIA

Thurrock Council Community Equality Impact Assessment

Service area and lead officer

| | |
|-----------------------------------|--------------------------------------|
| Name of service | Clean and Green – Abandoned Trolleys |
| Lead officer name | Vincent Taylor |
| Lead officer job title | Strategic Lead – Clean and Green |
| Lead officer email address | vtaylor@thurrock.gov.uk |

Subject of this assessment

| |
|---|
| What specific policy, strategy, function or service is the subject of this assessment? |
| Fees and Charges for Abandoned Trolleys |
| Borough-wide or location-specific? |
| <input checked="" type="checkbox"/> Borough-wide <input type="checkbox"/> Location-specific – please state locations below. |
| Click or tap here to enter text. |
| Why is this policy, strategy, function or service development or review needed? |
| There is an annual review of fees and charges in this service area, this CEIA review is needed as an additional review of the fees and charges is being conducted. In addition this is a new charge following a Cabinet Decision to adopt the Abandoned Trolley Cost Recovery Policy |

1. Consultation and supporting information

1.1. What steps you have taken, or do you plan to take, to consult or engage the whole community or specific groups affected by this development or review? This is a vital step.

Steps you have taken, or plan to take, to consult or engage

There are no specific groups affected by this change. This charge will be on the Supermarkets that allow their trollies to be abandoned and blight the environment

This has gone through Overview and Scrutiny, Cabinet and has had a public consultation that was overwhelmingly positive

1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

Sources of data or intelligence, and how they have been used

The policy was written looking at the charging made by other Local Authorities and taking into consideration what was needed for cost recovery.

2. Community and workforce impact

2.1. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|--------------------------|-------------------------------------|--------------------------|--|---|
| Local communities in general | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Disability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Gender reassignment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Marriage and civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Sex | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Location-specific impact, if any | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Health and wellbeing of residents | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Socio-economic outcomes | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |
| Veterans and serving members of the armed forces | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text. | Click or tap here to enter text. |

3. Monitoring and review

3.1. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

| Action | By when | By who |
|--|----------------------------------|---|
| To monitor the number of trollies where fees for abandonment was needed and the uptake in the service offered by the authority to take back trollies to the stores, and to see if there is an increase in complaints | January 2024 | Vincent Taylor – Strategic Lead Clean and Green |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

4. Next steps

4.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

| Summary of implications and customer impact |
|---|
| This charge will be on the supermarkets, and will not have an impact on equalities / communities. |

5. Sign off

5.1. This Community Equality Impact Assessment must be authorised by the relevant project sponsor, strategic lead, or assistant director. Officers authorising this assessment are responsible for:

- the accuracy of the information
- making sure actions are undertaken

| Name | Role | Date |
|----------------------------------|----------------------------------|----------------------------------|
| Vincent Taylor | Strategic Lead – Clean and Green | 10/05/23 |
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Overarching Parking Strategy – EIA

Thurrock Council Community Equality Impact Assessment

Service area and lead officer

| | |
|-----------------------------------|--|
| Name of service | Planning, Transportation and Public Protection |
| Lead officer name | Navtej Tung |
| Lead officer job title | Strategic Transport Manager |
| Lead officer email address | ntung@thurrock.gov.uk |

Subject of this assessment

| |
|---|
| What specific policy, strategy, function or service is the subject of this assessment? |
| Parking Policy and Strategy; Parking Design and Development Standards Parking Enforcement Strategy |
| Borough-wide or location-specific? |
| <input checked="" type="checkbox"/> Borough-wide <input type="checkbox"/> Location-specific – please state locations below. |
| Click or tap here to enter text. |
| Why is this policy, strategy, function or service development or review needed? |

It is important to ensure that the Council’s approach to vehicle parking is in accordance with national and local policy and objectives. As part of the new Local Plan, it is necessary to develop an up-to-date Parking Policy and Strategy document and new Parking Standards to respond to current transport trends and demands and also to positively shape new development proposals, ensuring homes and businesses are supported by the right level of parking provision.

The Parking Policy and Strategy document has been developed to assist the Council to oversee the provision of parking across the borough now and in the future, as the borough looks to accommodate growth and to incorporate emerging vehicle technologies and infrastructure (namely electric vehicles and charging requirements). It includes a number of overarching objectives and principles covering how the Council will manage parking demand in the future and how decisions on parking arrangements can be taken across Thurrock.

The Parking Design & Development Standards document has been developed to clearly set out the parking requirements for new developments. It provides detail on the design and standards that will be applicable throughout the Borough. This includes details such as the number, size and location of parking stock for all types of vehicles. This will also become an important tool for Officers to use when discussing development proposals with developers.

The Parking Enforcement Strategy document has been developed to set out the processes and procedures for undertaking enforcement of inappropriate and illegal parking across on roads under the responsibility of the Council across the borough.

1. Consultation and supporting information

- 1.1. What steps you have taken, or do you plan to take, to consult or engage the whole community or specific groups affected by this development or review? **This is a vital step.**

Steps you have taken, or plan to take, to consult or engage

The Parking Policy and Strategy, Parking Design & Development Standards and Parking Enforcement Strategy have been developed as a result of community and stakeholder engagement with relevant parties and stakeholders.

A six week public consultation programme was undertaken between 2 November 2020 and 14 December 2020 to enable local residents, businesses, interest groups and key stakeholders to provide input and comment to shape the documents. The consultation was undertaken via the Thurrock Council consultation portal, with the published page and supporting documents available to view on the following web address - <https://consult.thurrock.gov.uk/parking-strategy-2020>.

In total, there were 358 visits to the Parking Strategy consultation page, which resulted in 31 individuals responding to the page via the survey. The survey consisted of 18 questions, with a mix of pre-populated (e.g. yes/no) and open ended/free choice questions.

Based on the responses received, where questions asked whether respondents supported or opposed the documents, they were generally in favour of the documents.

When reviewing the open text questions, there was, as expected, a wide variety of answers and priorities for respondents. The mix of responses do not sway support for nor against the policies and documents. However, there is a predominant ask for a greater level of enforcement against poor parking, parking on verges and the blocking of footpaths, as well as more enforcement within residential areas and those areas outside town centres. Additionally, the emotive nature of parking has resulted in some responses identifying factors outside the remit of the strategy and policy documents, such as routing of traffic and learner HGV routes. This is being addressed through an increase in the number of Civil Enforcement Officers deployed by the council, with the recruitment of an additional ten officers.

Following the completion of the consultation, there has been no identified changes to the policies or standards themselves, but it has been necessary to amend the structure and information within the documents. The changes are not material to the nature or purpose of the documents and would not invalidate the outcome of the public consultation, but they are considered necessary to make the documents more easily accessible.

- 1.2. What data or intelligence sources have you used to inform your assessment of the impact? How have these helped you understand who will be affected by the development or review?

Sources of data or intelligence, and how they have been used

The development of the parking strategy undertook a review of existing data sources and includes a key summary of the existing picture within the borough related to parking. No specific external sources have been consulted to further inform the EQIA, though feedback from the consultation has helped to identify key themes which were identified, along with the details within the policies.

2. Community and workforce impact

- 2.1. What impacts will this development or review have on communities, workforce and the health and wellbeing of local residents?

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---------------------------------------|-------------------------------------|-------------------------------------|--------------------------|---|---|
| Local communities in general | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Appropriate parking policies will help control how vehicles are parked across the borough, within designated areas. Haphazard parking, or a lack of control creates dangers for all road users, and impacts users in need of parking controls – such as blue badge holders, the most. | By providing appropriate parking mechanisms, with appropriate provisions and backed up by enforcement, all members of the community are able to best enjoy the built environment, whether vehicle users or not. |
| Age | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Disability | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The policies specifically focus on disabled persons with blue badge parking provision with specifications for parking provision for blue badge holders and sizing specification for spaces within new developments. Policies TPP 10, 11 and 12 are specific to support disabled people entitled to a Blue Badge to have accessible parking in key locations and destinations. Blue badge parking provisions are generally identified through national guidance and legislation. | New developments are required to show and commit to disabled parking provision through the Development Management Process and the standards in this policy set a minimum level of provision. Enforcement of these are undertaken on the public highway by the council's team of enforcement officers in line with legal provisions. |
| Gender reassignment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Marriage and civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Pregnancy and maternity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Race | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Religion or belief | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Sex | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |
| Sexual orientation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|-------------------------------------|--------------------------|-------------------------------------|--|--|
| Location-specific impact, if any | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The suite of policies are borough wide, and not specific to any one community. However some parts of the borough are more likely to be impacted than others, such as locations where there is a high demand for destination parking – such as town centres or near transport hubs. | Controls of parking are best managed by the council’s enforcement team, to ensure the best balance between quality of life for residents and access to parking. |
| Workforce | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The strategies identify measures to restrict free parking across all parts of the public highway. Typically, where there is a high demand for parking by workers, such as town centres or near railway stations, there is likely a need to balance the need for residents to have parking near their properties against access to parking for all. | Enforcement by CEO’s allows for the right people to have access to the right parking zones. Enforcement ensures that where applicable, permit areas are adhered to as well as P&D Zones that are implemented |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

| Communities and groups | Positive | Neutral | Negative | Summary of positive and negative impacts | How will positives be maximised, and negatives minimised or eliminated? |
|---|-------------------------------------|-------------------------------------|--------------------------|--|---|
| Health and wellbeing of residents | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The parking strategy suite of documents is produced to support the provision of parking to create fairness and a balance for all users. While many residents will be car owners, not all residents have a private space to keep their vehicle, and when in using their vehicles will need somewhere to park when away from home. Conversely the public highway need to be passible, and inappropriate parking and levels need to be managed, so that the highway and footways remain accessible, and provision for blue badge holders can be maintained. | N/A |
| Socio-economic outcomes | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | There is an economic impact of parking and the management of parking, though effective land provision and management. There are also charges associated with parking, such as for parking permits, or for charged parking at key destinations and locations or in off-street parking at popular destinations. | N/A |
| Veterans and serving members of the armed forces | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | N/A | N/A |

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

3. Monitoring and review

- 3.1. How will you review community and equality impact once the policy, strategy, function or service has been implemented? These actions should be developed using the information gathered in sections 1 and 2 and included in your service area's business plans.

| Action | By when | By who |
|---|---|----------------------------------|
| Review the Parking Strategy suite of papers every 3 years or in extraordinary circumstances, ensuring data and strategy comply with legislation and current work trends, feeding a review of the CEIA | 3 years or in extraordinary circumstances | Transport Development |
| Reporting and escalate any concerns with street furniture, to ensure community impacts are low | constant action | Parking Enforcement |
| Review of best practise guidance for parking enforcement | 3 years or in extraordinary circumstances | Parking Enforcement |
| Continue to review restrictions to further inform this CEIA and assess if the assumed impacts are accurate or need amending | 3 years | Parking Enforcement |
| To consider any alternative parking solutions that are available | Yearly | Transport and Development |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

4. Next steps

- 4.1. The information gathered must be used to inform reports presented to Cabinet or overview and scrutiny committees. This will give members a necessary understanding of the impact their decisions will have on different groups and the whole community.

Summarise the implications and customer impact below. This summary should be added to the committee reports template in the Diversity and Equality Implications section for review and sign-off at the consultation stage of the report preparation cycle.

Summary of implications and customer impact

Appendix 5 – EIA (Equalities Impact Assessments) & Legal Commentary

The report was presented to Planning, Transportation and Regeneration Overview and Scrutiny Committee in July 2021 and again in February 2022, before being presented for adoption to Cabinet in March 2022.

The key implications of the policies, and standards identifies that disabled persons are directly identified within the policy to be supported with parking provision to help meet their needs, in line with national guidance and policy. The policy identifies minimum parking requirements for new developments off the public highway, and where blue badge holders can and cannot park on the public highway. The policy identifies how these users can also access a disabled bay within an appropriate distance from their home.

Other persons with protected characteristics are not directly impacted specifically due to their protected characteristics. However, the policy does identify the opportunity to impose restrictions in key locations which may not currently exist. These new restrictions would not exclude disabled persons from accessing the appropriate provisions as provided in the policy.

5. Sign off

5.1. This Community Equality Impact Assessment must be authorised by the relevant project sponsor, strategic lead, or assistant director. Officers authorising this assessment are responsible for:

- the accuracy of the information
- making sure actions are undertaken

| Name | Role | Date |
|----------------------------------|--|----------------------------------|
| Navtej Tung | Strategic Transport Manager | 19/05/2023 |
| Mat Kiely | Strategic Lead for Transportation Services | 19/05/2023 |
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Legal Commentary

It was lovely meeting with you both this afternoon and I appreciate the time that you spent in reiterating your instructions and providing myself and Kevin with context regarding the same.

In the meeting this afternoon we discussed the basis in which the Council is able to increase the fees and charges for some of the services that it provides in line with carrying out its functions. I advised that it is standard practice for fees and charges to be subject to an annual inflation uplift but the Council may deviate from this having provided reason. Ultimately the Council is to decide whether the inflation uplift is appropriate in each circumstance when reaching a decision to increase a charge.

You mentioned that at this stage in particular your focus is with a segment of the services that are provided by the Council that arise from the Council's discretionary powers to increase fees and charges. I advised that where a discretionary power exists (under the Local Government Act 2003, Localism Act 2011) the Council is to ensure that the charge that it decides to set is reasonable and in any event is a fee that does not exceed the costs of the provision of the service.

I will undertake the required work on the draft policy and return to you as soon as possible.