



Ref No: EQ572688092

Please click this button to download copy of the 'Equality Impact Assessment Guidance' :
Download Instructions

Officer Name: mark whiting

Email Address: mark.whiting@ipswich.gov.uk

Title of report: Parking Enforcement & Debt Recovery Process

Report : The purpose of parking enforcement is to improve traffic flow within Ipswich and surrounding areas, we do this by issuing penalty charge notices and enforcing parking restriction in on-street and off-street locations, and any resulting immobilisation or removal action taken by the enforcement team.

The purpose of debt recovery in this context is to ensure any outstanding fines are paid by the debtor concerned and ensures due process is followed in the form of recovery or seizure of good or assets by enforcement agents.

What evidence/data is being used to support this equality analysis? Please select all that apply.: Penalty Charge Notice Flow Chart, Blue Badge Guide, Blue Badge Rights and Responsibilities, Enforcement Agent Contracts Relevant Sections (Marston & Rundles)

Service area: Parking

Corporate Manager: Robin Payne

Corporate Manager email: hannah.leys@ipswich.gov.uk

Links to supporting documents where available:

Please upload any supporting documents: Marston SLA - Updated May 2023 - highlighted page (1).pdf, Rundles RT Service Level Agreement May 2023 - highlighted.pdf, Parking - Issue of a PCN.pdf, Blue Badge - rights-and-responsibilities-easy-read.pdf

What is proposed?: The purpose of parking enforcement is to improve traffic flow within Ipswich and surrounding areas, we do this by issuing penalty charge notices and enforcing parking restriction in on-street and off-street locations, and any resulting immobilisation or removal action taken by the enforcement team.

The purpose of debt recovery in this context is to ensure any outstanding fines are paid by the debtor concerned and ensures due process is followed in the form of recovery or seizure of good or assets by enforcement agents.

Why are the changes being introduced?: In accordance with our enforcement agreement with Suffolk County Council and other impacted Councils, To patrol restricted parking areas, Ipswich

Borough Council car parks, on street pay and display parking bays and residents parking zones to monitor compliance and enforce the law contained within the Relevant Traffic Regulation and Parking Orders made in accordance with the Traffic Management Act (2004), the Road Traffic Regulation Act (1984) and any subsequent legislation.

What evidence is being used to support this Equality Impact Assessment, and how is it being used?: Penalty Charge Notice Flow Chart, Blue Badge Guide, Blue Badge Rights and Responsibilities, Enforcement Agent Contracts Relevant Sections (Marston & Rundles)

How will this change be implemented?: Via visible and physical enforcement activities in Ipswich and surrounding areas and associated recovery processes.

Age: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the age of the debtor and all cases are treated on an equal basis.

Disability: Positive

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: Through Suffolk County Council's delivery of the Blue badge scheme throughout Suffolk, holders of a valid blue badge, are permitted to park on a number of restrictions.

Ipswich Borough Council provides 3 hours of free parking for blue badge holders within our off-street car parks.

When an invalid blue badge is present the initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by any disability of the debtor and all cases are treated on an equal basis.

Marriage & Civil Partnership: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and

consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the Marriage or Civil Partnership status of the debtor and all cases are treated on an equal basis.

Race: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the race of the debtor and all cases are treated on an equal basis.

Pregnancy & Maternity: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the Pregnancy or Maternity status of the debtor and all cases are treated on an equal basis.

Religion or Belief: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the religion or beliefs of the debtor and all cases are treated on an equal basis.

On a positive note, we do issue permits where required for religious organisations to facilitate the attendance of their congregations based on the discretion of the organisations to which they are issued.

Gender Reassignment: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the

vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the gender reassignment status of the debtor and all cases are treated on an equal basis.

Sex: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the sex of the debtor and all cases are treated on an equal basis.

Sexual Orientation: No impact

Please provide an explanation of this impact and actions to mitigate any adverse impact, or further promote positive impact.: The initial enforcement processes are carried out against the vehicle deemed to be in contravention, and not the individual or registered keeper, all observations are carried out by Civil Enforcement Officers is non-discriminatory.

The recovery processes requires us to contact the registered keeper and attempt to recover the fine(s) accordingly, where this requires the use of a recovery agent, all relevant mitigation and consideration is given to the possible vulnerability of the debtor and such elements such a payment plans can be considered.

None of the processes above are impacted by the sexual orientation of the debtor and all cases are treated on an equal basis.

I can confirm the report does meet Ipswich Borough Council's equality objectives: I can confirm the report does meet Ipswich Borough Council's equality objectives

The report helps us to 'eliminate unlawful discrimination, harassment & victimisation' in the following way(s): Given that all our assessment highlights that there is either positive or no impact this show no unlawful discrimination.

The report helps us to 'advance equality of opportunity...' in the following way(s): We have considered all of the impacts and this only highlights positive or no impact against the protected characteristics.

The policy helps us to 'foster good relations...' in the following way(s): We have considered all of the impacts and this only highlights positive or no impact against the protected characteristics.

The new provisions will be reviewed in the following way(s): We continue to review and monitor the impact of our processes and policies against the protected characteristics on an annual

basis or when changes dictate.
