



Comprehensive Impact Assessment

Version 0.1

Following the elimination of tax discs, it became impossible for us to distinguish between Blue Badge holders and Blue Badge holders who also had tax-exempt vehicles. Previously tax-exempt motorists had been entitled to three hours free parking in our off-street car parks.

In addition, some customers whose vehicles were tax-exempt due to low emissions mistakenly thought that this period of free parking also applied to them.

Comprehensive Impact Assessment Template

Assessment being undertaken		Elimination of three hours free parking for tax-exempt motorists
Group:		Commercial Services
Service:		Environment Services
Name of Officer/s completing assessment:		Cathy Aubertin
Date of Assessment:		12th September 2016
1.	Why are you doing this CIA? – A brief explanation of the reason. Is it for: new/change in policy, procedures, strategy, function, service.	To review the policy in respect of free parking for tax-exempt customers
2.	What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?	Due to the inability to check a vehicle's tax status, it was resolved that tax-exempt customers who are also Blue Badge holders should purchase P&D tickets. A concession was already in place for Blue Badge holders, which allows them to an additional hour's parking free of charge, following the expiry of a P&D ticket.
3.	Who implements or delivers the above? State if this is undertaken by more than one team, service, and department including any external partners.	DCC issue Blue Badges. The SHDC Parking Order allows one hour's free parking to motorists who display their badge, following the expiry of a P&D ticket, and this is enforced by Environment Services officers.
4.	Equality and Diversity - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks? If so what are they? What plans do you have in place, or are developing, that will	Motorists whose vehicles are tax-exempt due to their disability are now entitled to one hour's free parking on the expiry of a P&D ticket, rather than the previous three hour parking allowance. This is a negative impact,

	mitigate the likely identified negative impacts/risks?	<p>although only two objections were received during the public consultation period, and only one complaint letter since implementation 12 months ago.</p> <p>We have reviewed the policies in other Local Authorities, almost all of whom have the same Blue Badge policy as South Hams. Only one other authority makes additional concessions for tax-exempt motorists, and that is Teignbridge, who issue an additional permit to the Blue Badge for Teignbridge residents only.</p> <p>Using the Teignbridge permit as a basis, which is £12 per annum, and issuing 500 per annum, would generate £4,800 (net) for SHDC.</p> <p>The staff cost of issuing that number of permits would be approximately £3,360 based on a L8 Case Manager taking 30 minutes to check evidence and issue each permit. It will be necessary for evidence to be provided for each application to ensure that the applicant qualifies for a tax-exempt vehicle, and that the applicant is a South Hams resident.</p> <p>In addition, it would cost approximately £1 to print and send out each permit, so a further £500 per annum.</p> <p>Furthermore, there would be the lost P&D income, but this is not quantifiable.</p>
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5.	Safeguarding - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks? If so what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?	Not applicable.
6.	Information Management – What type of information will be required to deliver this proposal? Is the proposal likely to result in increased risks to the information? If so, what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?	Website and notices in car parks to display updated information. Furthermore, following the implementation of the new policy, warning notices were issued to vehicles in place of PCNs for the first four weeks of implementation. CEOs have been actively approaching and talking to Blue Badge holders about this issue also.
7.	Community Safety/Crime and Disorder - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks? If so what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?	Not applicable.

8.	<p>Health, Safety and Wellbeing - Who will be affected by this proposal? Is the proposal likely to result in positive or negative impacts/risks arising from: Individual lifestyles, social and community influences, living, working and economic conditions, access to or quality of services or any other direct or indirect effects on health, safety and well-being? If so what are they? What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts/risks?</p>	<p>As detailed above, this policy has had a negative impact on motorists who have Blue Badges and whose vehicles are tax-exempt as a result of their disability.</p> <p>In respect of the previous level of service, it is impossible to continue to provide this without increasing our resource, as it was provided based on tax-disc evidence which is no longer available.</p>
9.	<p>Have the impacts identified in Questions 4 to 8 been assessed using up to date and reliable evidence and data? Please provide a link to the evidence/data or state what the evidence/data is. The data and research page on the intranet is a useful resource.</p> <p>Do you need to engage or consult with any representative group/s?</p> <p>Are our staff affected? Have the unions or staff forums been involved? If not do they need to be?</p>	<p>Other local authority websites give details of each area's concessions for Blue Badge holders. In almost every case, this is as per our current policy of one free hour's parking upon the expiry time of a P&D ticket.</p> <p>When the public consultation exercise is repeated, information will be made available via South Hams Lifestyles, which is a registered charity offering help and assistance to people with disabilities who live in the South Hams.</p> <p>No members of staff are affected.</p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? The full impact of the policy/decision may only be</p>	<p>The policy has already been implemented and resulted in one complaint.</p>

	known after the proposals have been implemented.	
11.	<p>Are there other implications not covered by this CIA that need to be considered? These can include: staffing, procurement and contracts, property, climate change, transport, waste and economy. If yes then please explain.</p> <p>Refer to the Committee Report Template Guidance page for further information.</p>	

Summary of Comprehensive Impact Assessment Implications (These should be copied and pasted into your report)

Equality and Diversity	You need to set out what the Equality and Diversity implications are.
Safeguarding	You need to set out what the Safeguarding implications are.
Community Safety, Crime and Disorder	Is there any potential positive or negative impact on crime and disorder reduction?
Health, Safety and Wellbeing	
Other implications	

Appendix 1

Fire, Rescue and Community Safety Service Plan and Integrated Risk Management Plan (IRMP) Consultation 2016-19 Stakeholder list

Who (stakeholder)		
Elected Members	Housing agencies	Health and Wellbeing Board
Staff	Community Network Panels	Health Scrutiny Committees
General Public	Libraries and one stop shops	Healthwatch
Council heads of service (to all CC staff)	BT Cornwall	Registered social landlords
Service partners	CORMAC Solutions	Cornwall AONB Partnership
Town and parish Councils	Cornwall Development Company	Inclusion Cornwall/ Future Cornwall
Cornwall Association of Local Councils	Cornwall Housing	Local Enterprise Partnership
Secondary schools	Newquay Cornwall Airport	Local Safeguarding Adult's Board
Disability Cornwall Forum	Tempus Leisure	Local Safeguarding Children's board
Cornwall Chamber of Commerce and Federation of Small Businesses Cornwall	Care providers	11+ Commissioning
Southwest Ambulance Service Foundation Trust	Churches Together/ Transformation Cornwall	Cornwall Association of Secondary Heads (CASH)
Devon and Cornwall Police	Cornwall People First	Cornwall Association of Primary Heads (CAPH)
LGBT Forum	Cornwall Racial Equality Council	Cornwall Youth Work Partnership
Cornwall PRIDE	Learning Disabilities Carer Support	Family Information Service
FBU	Other Fire Authorities	Cornwall rural community charity
Voluntary Sector Forum	Unity	Schools Messenger Service
Local MP's	Cornwall Partnership Foundation trust	Cornwall College

Volunteer Cornwall	World Heritage Site	Gypsy and traveller group
Cornwall Sports Partnership	Landlords Forum	Voluntary Forum
Learning Disability Partnership Board	Age Concern	PCDT
Visit Cornwall	Disability Cornwall	Chaplain to the Bishop of Truro
Localism - Town and parish Councils		