



Equality Impact Assessment

Parking Standards for New Developments
Supplementary Planning Document

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Revision History

Version	Description	Date	Initials
1	First draft	19/05/23	AS
2	Final version	05/06/23	AS

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The Public Sector Equality Duty

The Equality Duty requires public bodies to have due regard to the need to:

- *Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.*
- *Advance equality of opportunity between people who share a protected characteristic and people who do not share it.*
- *Foster good relations between people who share a protected characteristic and people who do not share it.*

Protected Characteristics

The protected characteristics are:

- *Age*
- *Disability*
- *Gender reassignment*
- *Pregnancy and maternity*
- *Marriage and civil partnership (elimination of discrimination only)*
- *Race*
- *Religion or belief*
- *Sex*
- *Sexual orientation*

Due regard

Due regard means consciously thinking about the three aims of the duty as part of the process of decision-making. For example:

- *How they act as employers*
- *How they develop, evaluate and review policy*
- *How they design, deliver, and evaluate services*
- *How they commission and procure from others*

Advancing equality of opportunity

- *Advancing equality of opportunity involves considering the need to:*
- *Remove or minimise disadvantages suffered by people because of their protected characteristics.*
- *Meet the needs of people with protected characteristics.*
- *Encourage people with protected characteristics to participate in public life or in other activities where their participation is low.*

Fostering good relations

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

Complying with the Equality Duty

Complying with the Equality Duty may involve treating some people better than others, as far as this is allowed in discrimination law. This could mean making use of an exception or positive action provisions to provide a service in a way that is appropriate for people who share a protected characteristic.

Record Keeping

Officers should:

- *Keep an adequate record showing that the equality duties and relevant questions have been actively considered.*
- *Officers should be rigorous in both inquiring and reporting to members the outcome of the assessment and the legal duties.*

Approval

Final approval of a proposal can only happen after the completion of an Equality Impact Assessment. It is unlawful to adopt a proposal contingent on an Equality Impact Assessment.

Stage 1 – Setting out the nature of the proposal and potential outcomes.

1.1 What are the objectives of the proposal under consideration?

Parking Standards for New Developments is a new supplementary planning document (SPD) which builds upon the parking related policies adopted in the Local Plan. It updates and replaces existing standards, whilst providing more detailed guidance.

The document covers cycle parking, car parking, disabled parking, powered two-wheeler parking and operational parking requirements. It sets out the number of parking spaces required for new developments in both residential and commercial settings. The document gives more comprehensive guidance on the types of parking that should and shouldn't be provided.

Producing detailed guidance on Parking Standards for New Developments is a priority for the Council. The Government is clear that Local Authorities are expected to have up to date plans in place to guide development within their area to enable them to deliver the infrastructure, homes, and jobs that our residents need.

1.2 Why is this being done?

The existing parking standards are dispersed across several documents, and require updating to ensure they reflect current policy, guidance, and practice.

1.3 What will be the impact on staff or customers?

Staff will be guided in their work, in line with national guidance and the council's strategic aims, enabling them to provide the public with the best possible level of service.

Developers will benefit from having clear guidance in place when planning new developments.

The outcome for customers will be that the quality of parking provision in new developments will improve. This will benefit some users with protected characteristics, particularly groups of people that need additional space when getting in and out of a parked vehicle, or on the footway such as those with a disability, older people, pregnant mothers, and those with young children.

1.4 How does this proposal contribute or relate to other Council initiatives?

Parking Standards for New Developments is a new supplementary planning document (SPD). A supplementary planning document is a document that builds upon and provides more detailed guidance on policies adopted in the [Local Plan](#). The current version of the Local Plan was adopted in July 2021. Section 14 of the Local Plan covers transport, with section 14.9 relating to parking. Policy T3 gives an overview of the policies related to parking. The Parking Standards for New Developments SPD gives more detail to the policies outlined in T3 of the Local Plan.

1.5 In which ways does the proposal support Central Bedfordshire's legal duty to:

- Eliminate unlawful discrimination harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it.
- Foster good relations between people who share a protected characteristic and people who do not share it.

For example, does it consider the needs of people who are at greater risk of lower quality of life outcomes, close achievement gaps, reduce racial tensions, increase participation in decision making and service delivery processes or increase a sense of belonging amongst different communities or groups?)

In compiling the parking standards, one of the aims is to improve the quality of the parking provision within all new developments. This is to ensure that the parking spaces provided are used as intended, but also that they meet the needs of as many residents as possible.

Parking can be an emotive subject, particularly where insufficient parking is provided or the parking that is provided is inconvenient to use. This can lead to neighbourhood disputes, particularly when there is a high demand for on-street parking in a particular area.

Providing good quality, useable parking spaces is likely to mean less obstructive parking such as on footways or at junctions. This seriously disadvantages wheelchair users and those with young children in a pushchair and can put more vulnerable people at risk if they are forced to walk in the road.

Some of the benefits of the updated parking standards for those with protected characteristics are as follows:

Residential parking spaces:

- The new requirement to provide cycle parking spaces for non-standard cycles such as recumbents, tricycles, hand cycles, cargo cycles, e-bikes, and cycles with trailers will benefit people with a disability who use an adapted bike.
- Where a solid structure is proposed both sides of a driveway (for example the wall of a house and a boundary fence) a driveway will have the minimum width of 4.2 metres (in the existing standards this is 3.5 metres). This will enable a wheelchair user to wheel both sides of a vehicle parked on a driveway and for car doors to be fully opened. This will benefit disabled people, older people that perhaps need assistance getting in and out of a vehicle, pregnant people and those with young children.
- For flats and apartments that have a shared car park, an inclusive design standard is introduced where all ground floor properties will have a parking space(s) that are the dimensions of a disabled parking space (but not marked as disabled) and are allocated to each property. This will mean that all ground floor flats and apartments should be suitable to be adapted for a disabled person's specific needs. This will increase the accommodation options available for disabled people.
- Where visitor parking is provided on-street in a lay-by, the dimensions shown for a lay-by (2.5 metres wide) gives more width than a standard lay-by (typically 1.8-2.2

metres wide). This should benefit disabled people, older people, pregnant people and those with young children to be able to get in and out of their vehicle without having to open a car door into the carriageway.

Non-residential parking spaces:

- Two layout options for disabled parking spaces are included in the standards, one for disabled parking bays on-street and one for disabled parking bays in off-street locations. Both include a dropped kerb to enable a disabled person to access the adjacent footway. This will be the first time that disabled parking standards are adopted.
- Where a row of parking spaces includes electric vehicle charge points, a 1.5-metre-wide walkway is shown around the parking bays so that a wheelchair user can access the charge points. Parking bays on each end of the row adjacent to the walkway use inclusive design principles to enable someone who needs additional space to use the bays. This is in addition to an electric vehicle charge point being provided for at least one disabled parking bay in a car park.
- The parking standards include the number of disabled parking spaces required compared to the number of standard parking spaces. This should assist disabled blue badge holders by ensuring that there are sufficient disabled parking spaces. This will be the first time that disabled parking standards are adopted.

1.6 Is it possible that this proposal could damage relations amongst groups of people with different protected characteristics or contribute to inequality by treating some members of the community less favourably?

For example, people of different ages, men or women, people from black and minority ethnic communities, disabled people, carers, people with different religions or beliefs, new and expectant mothers, lesbian, gay, bisexual, and transgender communities?

There is no evidence to suggest that the proposed supplementary planning document will damage relations. The use of inclusive design principles where proposed should benefit all groups of people.

Stage 2 - Consideration of national and local research, data, and consultation findings to understand the potential impacts of the proposal.

2.1 What data was used to formulate the document and / or this assessment, and how did the data influence the outcomes?

(Examples of internal desktop research: place survey, customer satisfaction data, local needs analysis, other local research, demographic profiles – Census and ONS, service monitoring, performance information.)

(Examples of third-party guidance: national or regional research, best practice, guidance, inspection reports, analysis of service outcomes for different groups, benchmarking with other organisations.)

(Examples of public consultation related activities: consultation with service users, consultation with staff, data about the physical environment for example the housing market, employment, education and training provision, transport, spatial planning, and public spaces, consultation with community or voluntary sector, customer feedback or complaints.)

Examples of consulting members, stakeholders, and specialists: elected members, specialist staff or service expertise, expert views of stakeholders representing diverse groups).

Please bear in mind that whilst sections of the community will have common interests and concerns, views and issues vary within groups. For example, women have differing needs and concerns depending on age, ethnic origin, disability etc.

Lack of local knowledge or data is not a justification for assuming there is not a negative impact on some groups of people. Further research may be required.

- Census data (2021) was used to understand car ownership levels in Central Bedfordshire and demographics.
- A benchmarking exercise of neighbouring authorities parking standards was carried out, to understand the number of parking spaces required and the dimensions of the parking spaces required.
- During the drafting of the document, various council officers with different knowledge and experience that could shape the document were engaged with. This included understanding the types of complaints received about parking specifically in new developments, including those that directly relate to people with a protected characteristic.
- A draft copy of Parking Standards for New Developments SPD was subject to a public consultation from 8th November 2022 until 5th January 2023. During this time consultees and interested parties were given the opportunity to express their views on the content of the draft document. This included inviting community and voluntary sector representatives to have their say as well as elected members and residents.

- Data from the Householder Travel Survey, completed in June 2022 was reviewed in relation to the document, to understand residents parking requirements and concerns.

The following national, regional, and local guidance documents were used to help shape the document:

National guidance:

[BPA Parking Know How Bay Sizes \(2016\)](#)

[Cycle Infrastructure Design \(LTN 1/20\)](#)

[Electric Vehicles Accessible Charging Specification \(PAS 1899: 2022\), BSI](#)

[Equality Act 2010](#)

[Inclusive Mobility \(DfT, 2021\)](#)

[National Planning Policy Framework \(NPPF\)](#)

[Traffic Signs Manual Chapter 3 \(2019\)](#)

[Traffic Signs Manual Chapter 5 \(2019\)](#)

[Traffic Signs Regulations and General Directions \(2016\)](#)

Regional guidance:

[England's Economic Heartland Regional Transport Strategy](#)

Local guidance:

[Bus Service Improvement Plan](#)

[Central Bedfordshire Sustainability Plan \(2020\)](#)

[Disabled Persons Parking Bay Guidance Document \(2021\)](#)

[Electric Vehicle Charge Point Plan \(2021\)](#)

[Electric Vehicle Charging Technical Guidance for New Development SPD](#)

[Highway Construction Standards & Specification Guidance \(2019\)](#)

[Highways Development Management Handbook](#)

[Design Guide \(2014\)](#)

[Local Plan \(adopted 2021\)](#)

2.2 Summary of the existing data and consultation findings: Service delivery, considering the impact on customers and residents.

In this section, please summarise findings and the conclusions you have drawn from those findings in relation to each area. Please set out in an appendix to this assessment the details of data and consultation findings relating to diversity areas shown below.

2.2.1 Age

(Under 16 years, 16-19 years, 20-29 years, 30-44 years, 45-59 years, 60-64 years, 65-74 years, 75+).

Best practice indicates that the proposed document approaches are beneficial to all age groups:

- Younger people who are unable to drive, and people of all ages who do not drive, will benefit from the improved quality of parking, which should result in less inappropriate parking on footways.
- Older people will benefit from the increased dimensions for parking spaces.
- People of all ages will benefit from improved safety, air quality and quality of place.

Different age groups and stakeholder / voluntary sector organisations representing them were invited to take part in the public consultation prior to this document's intended adoption and given the opportunity to comment. No equalities concerns were raised in response to the consultation.

2.2.2 Disability

(Physical impairment, sensory impairment, mental health condition, learning disability or difficulty, long-standing illness or health condition, severe disfigurement).

Best practice indicates that the proposed document approaches will be beneficial to people with disabilities. Disabled people can be particularly disadvantaged by inappropriate parking as they try to get around, such as parking on the footway or across a dropped kerb. A better quality of parking provision should encourage people to use their allocated parking, and not to park in a way that disadvantages others.

Disabled people will benefit from:

- The dimensions provided for a driveway at a residential property will enable a wheelchair user to wheel all the way around a parked vehicle and will enable the vehicles doors to be fully opened.
- The provision of wider parking spaces for ground floor flats and apartments will increase the number of properties that could be suitably converted for a disabled person, which will increase accommodation options available for disabled people.

This group and stakeholder / voluntary sector organisations representing it were included in the public consultation prior to this document's intended adoption. No equalities concerns were raised in response to the consultation.

2.2.3 Carers

(A person of any age who provides unpaid support to family or friends who could not manage without this help due to illness, disability, mental ill-health, or a substance misuse problem).

Depending on the type of care provision, the proposed parking standards should benefit carers, as the additional space surrounding parking spaces should help them when transporting the person that they are caring for.

This group and stakeholder / voluntary sector organisations representing it were included in the public consultation prior to this document's intended adoption and did not raise any concerns.

2.2.4 Gender reassignment

(People who are proposing to undergo, are undergoing, or have undergone a process, or part of a process to reassign their sex by changing physiological or other attributes of sex).

Best practice and available guidance do not identify any impacts in relation to gender reassignment.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to gender reassignment.

2.2.5 Pregnancy and maternity

(Pregnant women, women who have given birth and women who are breastfeeding (26-week time limit then protected by sex discrimination provisions)).

Pregnancy can lead to reduced mobility, which can be sustained by the need to travel with children and associated paraphernalia. This can both increase car dependence and exacerbate the effect of poor parking such as it being difficult to pass a car parked on the footway with a pushchair, forcing parents to struggle up and down kerbs and to take risks walking in the carriageway.

The increased dimensions for parking spaces in residential settings should benefit pregnant women and those with young children, as the additional space should make it easier to get in and out of a parked vehicle. Encouraging residents to park in their designated parking spaces through quality provision should result in less footway obstructions caused by footway parking.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to pregnancy and maternity.

2.2.6 Race

(Asian or Asian British, Black, or Black British, Chinese, gypsies and travellers, mixed heritage, White British, White Irish, White Other).

Best practice and available guidance do not identify any impacts in relation to race.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to race.

2.2.7 Religion or belief

(Buddhist, Christian, Hindu, Jewish, Muslim, Sikh, no religion, other).

Best practice and available guidance do not identify any impacts in relation to religion or belief.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to religion or belief.

2.2.8 Sex

(Women, girls, men, boys).

Best practice and available guidance do not identify any impacts in relation to sex.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to sex.

2.2.9 Sexual Orientation

(Lesbians, gay men, bisexuals, heterosexuals)

Best practice and available guidance do not identify any impacts in relation to sexual orientation.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to sexual orientation.

2.2.10 Other

(Advice and information needs, community cohesion, wellbeing and sustainability, deprivation and poverty, human rights, social class and mobility, other vulnerable groups, looked after children, offenders etc.)

Low-income households are more likely to be influenced by negative externalities of driving and parking, and at the same time less likely to own a car. Improving the quality of parking for all will benefit low-income families – wider parking spaces will make it easier for residents who own a car to be able to carry out basic maintenance or washing their vehicle at home. Those that don't own a car will benefit from footways that are less likely to be blocked by parked vehicles, through the improved quality of the parking required.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to other equalities impacts.

2.3 Summary of Existing Data and Consultation Findings: Employment, considering the impacts on employees.

In this section, please summarise findings and the conclusions you have drawn from those findings in relation to each area. Please set out in an appendix to this assessment the details of data and consultation findings relating to diversity areas shown below.

2.3.1 Age

(16-19 years, 20-29 years, 30-39 years, 40-49 years, 50-59 years, 60+)

The document is likely to have a positive impact.

- The introduction of EV charge points at non-residential developments will give the opportunity for all employees to charge an electric vehicle at work.
- Improvements to the quality of cycle parking at workplaces will give the opportunity for employees of all ages to consider cycling to work and having a safe covered space to store their cycle. This has the wider benefit of improving health and encouraging employees to carry out regular exercise.

Different age groups and stakeholder / voluntary sector organisations representing them were invited to take part in the public consultation prior to this document's intended adoption and given the opportunity to comment. No equalities concerns were raised in response to the consultation.

2.3.2 Disability

(Physical impairment, sensory impairment, mental health condition, learning disability or difficulty, long-standing illness or health condition, severe disfigurement).

The document is likely to have a positive impact.

- Having approved parking bay layouts and dimensions for disabled parking bays will ensure the quality of the spaces that are provided.
- A parking standard is introduced in the document for the number of disabled parking spaces required in comparison to the number of standard parking spaces for any given development. This will help to ensure that there are sufficient disabled parking spaces to benefit disabled people.
- The introduction of electric vehicle charge points and the associated parking bays has been carefully considered to ensure that disabled people can park and use an electric vehicle charge point.

This group and stakeholder / voluntary sector organisations representing it were included in the public consultation prior to this document's intended adoption. No equalities concerns were raised in response to the consultation.

2.3.3 Carers

(Parent, guardian, foster carer, person caring for an adult who is a spouse, partner, civil partner, relative or person who lives at the same address).

Depending on the type of care provision, the proposed parking standards should benefit carers, as the additional space surrounding parking spaces in certain contexts should help them when transporting the person that they are caring for.

This group and stakeholder / voluntary sector organisations representing it were included in the public consultation prior to this document's intended adoption and did not raise any concerns.

2.3.4 Gender reassignment

(People who are proposing to undergo, are undergoing, or have undergone a process, or part of a process, to reassign their sex by changing physiological or other attributes of sex).

Best practice and available guidance do not identify any impacts in relation to gender reassignment.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to gender reassignment.

2.3.5 Marriage and civil partnership

(The status of being unmarried or single is not protected).

Best practice and available guidance do not identify any impacts in relation to marriage and civil partnership.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to marriage and civil partnership.

2.3.6 Pregnancy and maternity

(Pregnancy, compulsory maternity leave, ordinary maternity leave, additional maternity leave).

Best practice and available guidance do not identify any impacts in relation to pregnancy and maternity.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to pregnancy and maternity.

2.3.7 Race

(Asian or Asian British, Black, or Black British, Chinese, gypsies and travellers, mixed heritage, White British, White Irish, White other).

Best practice and available guidance do not identify any impacts in relation to race.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to race.

2.3.8 Religion or belief

(Buddhist, Christian, Hindu, Jewish, Muslim, Sikh, no religion, other).

Best practice and available guidance do not identify any impacts in relation to religion or belief.

All members of the public were included in the public consultation prior to this document's intended adoption, and no concerns were raised relating to religion or belief.

2.3.9 Sex

(Women, men).

Best practice and available guidance do not identify any impacts in relation to sex.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to sex.

2.3.10 Sexual orientation

(Lesbians, gay men, bisexuals, heterosexuals).

Best practice and available guidance do not identify any impacts in relation to sexual orientation.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to sexual orientation.

2.3.11 Other

(Advice and information needs, community cohesion, wellbeing and sustainability, deprivation and poverty, human rights, social class and mobility, other vulnerable groups, looked after children, offenders etc.)

Best practice and available guidance do not identify any impacts in relation to equalities impacts.

All members of the public were included in the public consultation prior to this document's intended adoption and no concerns were raised relating to other equalities impacts.

2.4. To what extent are vulnerable groups more affected by this proposal compared to the population or workforce as a whole?

Vulnerable groups are likely to benefit more from the SPD, in comparison to the workforce overall, as the identified impacts are positive.

2.5 To what extent do current procedures and working practices address the above issues and help to promote equality of opportunity?

The proposed parking standards enhance the existing standards by considering the needs of disabled people and applying inclusive design standards where possible.

2.6 Are there any gaps in data or consultation findings?

Neither officer knowledge nor consultation with the public and with representative groups and organisations has identified any gaps in data or the findings of the consultation.

2.7 What action will be taken to obtain this information?

N/A.

Stage 3 – Providing an overview of impacts and potential discrimination - assessing positive and negative impacts.

3.1 Age

- **Impact:** Positive
- **Discrimination:** No

Summary of impacts and reasons: Improved mobility, increased equality between age groups.

3.2 Disability

- **Impact:** Positive
- **Discrimination:** No

Summary of impacts and reasons: Improved mobility and accessibility for disabled people.

3.3 Carers

- **Impact:** Positive
- **Discrimination:** No
- **Summary of impacts and reasons:** Improved mobility and accessibility for carers.

3.4 Gender reassignment

- **Impact:** N/A
- **Discrimination:** No
- **Summary of impacts and reasons:** No impact.

3.5 Marriage and civil partnership (employment only)

- **Impact:** N/A
- **Discrimination:** No
- **Summary of impacts and reasons:** No impact.

3.6 Pregnancy and maternity

- **Impact:** Positive
- **Discrimination:** No
- **Summary of impacts and reasons:** Improved mobility and accessibility for residential parking spaces.

3.7 Race

- **Impact:** N/A
- **Discrimination:** No

- **Summary of impacts and reasons:** No impact.

3.8 Religion or belief

- **Impact:** N/A
- **Discrimination:** No
- **Summary of impacts and reasons:** No impact.

3.9 Sexual orientation

- **Impact:** N/A
- **Discrimination:** No
- **Summary of impacts and reasons:** No impact.

3.10 Other

(Advice and information needs, community cohesion, wellbeing and sustainability, deprivation and poverty, human rights, social class and mobility, other vulnerable groups, looked after children, offenders etc.)

- **Impact:** Positive
- **Discrimination:** No
- **Summary of impacts and reasons:** Improved equality of access to transport and health impacts for lower income households.

Stage 4 - Identifying mitigating actions that can be taken to address adverse impacts - conclusions, recommendations, and action planning.

4.1 What are the main conclusions and recommendations from the assessment?

Equalities impacts identified are all positive or will not affect other groups of people with protected characteristics. The type of parking outlined in the document will benefit groups with protected characteristics including age, disability, carers and pregnancy, and maternity. Other groups with protected characteristics will not be negatively impacted by the document.

The public consultation was used as an opportunity to engage with different groups and with representative organisations. This has not identified any negative equality impacts.

4.2 What changes will be made to address or mitigate any adverse impacts that have been identified?

No adverse impacts have been identified.

4.3 Are there any budgetary implications?

No budgetary implications have been identified.

4.4 Actions to be taken to mitigate against any adverse impacts:

No actions required.

Stage 5 - Quality assurance and scrutiny - checking that all the relevant issues and mitigating actions have been identified.

5.1 What methods have been used to gain feedback on the main issues raised in the assessment?

The assessment has not raised any negative issues.

5.2 Has the Community Intelligence Manager reviewed this assessment and provided feedback?

Yes, this assessment was reviewed by Clare Harding on 01/06/23.

5.3 Provide a summary of the Community Intelligence Manager's comments:

No comments were made.

5.4 Feedback from Central Bedfordshire Equality Forum:

(The Community Intelligence Manager will advise whether this step is necessary).

N/A

Stage 6 - Ensuring that the actual impact of proposals is monitored over time.

Please give details and make clear whether this is already planned, or just a possibility. Clear ownership in terms of team etc. must be given.

6.1 How will implementation of the actions be monitored?

The Highways Development Management Team will be fully briefed on the changes to the parking standards to ensure that developments that are approved have parking that meets the standards. In the Executive Report approval is requested for minor amendments to be made to the document which will enable the document to be kept up to date.

Parking Standards for New Developments is an SPD which links to the Local Plan. The document will be refreshed alongside the Local Plan or when required, for example due to changes in legislation.

A bi-annual Householder Travel Survey is undertaken to ask residents their views on transport related issues, the next survey is due to take place in spring / summer 2024. Part of this survey looks at residents' attitudes towards parking. The survey responses related to parking will be reviewed in line with Parking Standards for New Developments, to ascertain if the measures within the document are still relevant or if a full review of the document is required.

6.2 What sort of data will be collected and how often will it be analysed?

Householder Travel survey: every 2 years. Analysis of results and publication of key findings.

6.3 How often will the proposal be reviewed?

A biannual review will be carried out in relation to the Householder Travel Survey. Further reviews may take place on an ad hoc basis subject to new or updated guidance. Any other reviews will fit with the required update timescales of the Local Plan.

6.4 Who will be responsible for this?

The Strategic Transport Team.

6.5 How have the actions from this assessment been incorporated into the proposal?

No actions have been identified.

Stage 7 - Finalising the assessment - accountability and signing off.

Finalised Assessments can be used to inform the Equality Section of Committee Reports and should be saved with the strategy, policy, project, contract, or decision file for audit purposes and Freedom of Information Act requests.

7.1 Has the lead Assistant Director or Head of Service been notified of the outcome of the assessment?

Name: Caroline Danby

Job title: Head of Strategic Growth

Date: 24/05/23

7.2 Has the Community Intelligence Manager provided confirmation that the Assessment is complete?

Name: Clare Harding

Job title: Community Intelligence Manager

Date: 01/06/23

**Central
Bedfordshire**

Central Bedfordshire in contact

Find us online: www.centralbedfordshire.gov.uk

Email: customers@centralbedfordshire.gov.uk

Write to: Central Bedfordshire Council, Priory House,
Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ