



County Offices  
Newland  
Lincoln  
LN1 1YL

25 November 2022

**Planning and Regulation Committee**

A meeting of the Planning and Regulation Committee will be held on **Monday, 5 December 2022 at 10.30 am in the Council Chamber, County Offices, Newland, Lincoln LN1 1YL** for the transaction of business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink that reads 'Debbie Barnes'. The signature is written in a cursive, flowing style.

Debbie Barnes OBE  
Chief Executive

**Membership of the Planning and Regulation Committee**  
**(15 Members of the Council)**

Councillors I G Fleetwood (Chairman), Mrs C L E Vernon (Vice-Chairman), P Ashleigh-Morris, T R Ashton, Mrs A M Austin, S A J Blackburn, I D Carrington, A M Hall, Mrs M J Overton MBE, N H Pepper, R P H Reid, N Sear, P A Skinner, T J N Smith and 1 Vacancy



**PLANNING AND REGULATION COMMITTEE AGENDA  
MONDAY, 5 DECEMBER 2022**

<b>Item</b>	<b>Title</b>	<b>Pages</b>
1.	Apologies/replacement members	
2.	Declarations of Members' Interests	
3.	Minutes of the previous meeting of the Planning and Regulation Committee held on 7 November 2022	5 - 8
4.	Minutes of the site visit held on 17 November 2022	9 - 10
5.	<b>TRAFFIC ITEMS</b>	
5.1	West Willoughby A153, Willoughby Road - proposed 40mph speed limit extension	11 - 16
5.2	Spalding, A151 Winsover Road - Proposed Puffin Crossing Facility	17 - 24
5.3	Lincoln, Proposed Permit Parking Scheme Zone 5C - Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street	25 - 52
5.4	Lincoln, Proposed Permit Parking Scheme Zone 5D - Roads between Sincil Bank Drain, Canwick Road, Sincil Bank Football Ground and the East West Link Road	53 - 82

Democratic Services Officer Contact Details

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**Please note:** for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

Please note: This meeting will be broadcast live on the internet and access can be sought by accessing [Agenda for Planning and Regulation Committee on Monday, 5th December, 2022, 10.30 am \(modern.gov.co.uk\)](#)

For more information about the Planning process and to view Planning decisions please click on the following link: [Planning Portal](#)

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<https://www.lincolnshire.gov.uk/council-business/search-committee-records>



**PLANNING AND REGULATION COMMITTEE  
7 NOVEMBER 2022**

**PRESENT: COUNCILLOR I G FLEETWOOD (CHAIRMAN)**

Councillors Mrs C L E Vernon (Vice-Chairman), P Ashleigh-Morris, T R Ashton, Mrs A M Austin, S A J Blackburn, I D Carrington, A M Hall, Mrs M J Overton MBE, N H Pepper, R P H Reid, N Sear, P A Skinner and T J N Smith

Officers in attendance:-

Jeanne Gibson (Programme Leader: Minor Works and Traffic), Martha Rees (Solicitor), Marc Willis (Applications Manager), Neil McBride (Head of Planning) and Thomas Crofts (Democratic Services Officer)

**38 APOLOGIES/REPLACEMENT MEMBERS**

There were no apologies received from Councillors.

**39 DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest made at this point in proceedings.

**40 MINUTES OF THE PREVIOUS MEETING OF THE PLANNING AND REGULATION COMMITTEE HELD ON 3 OCTOBER 2022**

RESOLVED

That the minutes of the meeting held on 3 October 2022 be signed by the Chairman as a correct record.

**41 TRAFFIC ITEMS**

**41a Lincoln, St Catherine's Grove - Proposed No Waiting at Any Time restriction**

The Committee considered a report which detailed an objection to proposed waiting restrictions at the junction of St Catherine's Grove and St Catherine's Court, Lincoln.

The Programme Leader: Minor Works and Traffic introduced the report and shared a presentation which detailed the area under consideration.

Members commented that the restrictions improved access to the area.

On a motion proposed by Councillor T Ashton and seconded by Councillor P Skinner, it was:

RESOLVED (unanimous)

That the objection be overruled so that the order as advertised may be introduced.

41b Branston: Station Rd, Fairleas and Archer Road - Proposed waiting restrictions  
*For openness and transparency, Councillor I Carrington declared that he had attended Branston Parish Council meetings regarding this item and maintained an open mind.*

The Committee considered a report which detailed an objection to a proposed traffic regulation order to introduce waiting restrictions at Station Rd, Fairleas and Archer Rd, Branston.

The Programme Leader: Minor Works and Traffic introduced the report and shared a presentation which detailed the area under consideration.

Members commented that the restriction improved safety and noted that the Council could not compel the school to ensure provision for a drop-off point.

On a motion proposed by Councillor P Skinner and seconded by Councillor I Carrington, it was:

RESOLVED (unanimous)

That the objection be overruled so that the order as advertised may be introduced.

41c East Heckington A17 - Proposed 40mph Speed Limit

The Committee considered a report which detailed a request for the existing 50mph speed limit on the A17, East Heckington, to be reduced to 40mph.

The Programme Leader: Minor Works and Traffic introduced the report and shared a presentation which detailed the area under consideration.

Members commented that reducing the speed limit would impact heavy traffic and that traffic was already largely self-regulating as the average speed on the stretch road in question was already close to 40mph. However, it was noted that there were various turn-offs along the road for small businesses. Members felt that, as this was a borderline case, further information was required to make a decision, especially concerning the nature and number of collisions under the current speed limit.

On a motion proposed by Councillor T Ashton and seconded by Councillor T Smith, it was:

RESOLVED (unanimous)

That the item be deferred, and further information provided.

41d Lincoln, Proposed Permit Parking Scheme Zone 5C - Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street

*For openness and transparency, the Chairman declared that all Members of the Committee had received correspondence from a resident and confirmed that Members had not responded to any messages.*

*For openness and transparency, the Chairman declared that some residents within the proposed area were known to him.*

The Committee considered a report which detailed objections received to a proposed Permit Parking Scheme Zone 5C – Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street.

The Programme Leader: Minor Works and Traffic introduced the report and shared a presentation which detailed the area under consideration.

Members commented that it was well known that the area was used by commuters for free parking, which impacted on available spaces for residents, and it was noted that the majority of residents supported the scheme. It was also clarified that permits would cost £26 per annum for one car and £52 per annum for two cars. Overall, Members felt that it was difficult to envisage the full site and as a notable minority of residents had raised objections, a site visit would be useful in making a decision.

On a motion proposed by Councillor T Smith and seconded by Councillor P Ashleigh-Morris it was:

RESOLVED (unanimous)

1. That the item be deferred, and further information provided.
2. That prior to any further consideration Members be offered the opportunity for a site visit.

42 COUNTY MATTER APPLICATIONS

42a For the enlargement of an existing irrigation pond and the removal from site of extracted minerals (sand and gravel) for treatment at Bede Farm, Cross Keys Lane, Coningsby (Applicant: W R Hanson and Son) - S/035/02549/21

*For openness and transparency, the Councillors I Fleetwood and T Ashton declared that they were appointees to the Environment Agency Regional Flood Committee.*

*For openness and transparency, Councillor T Ashton declared that he was the Local Member for Coningsby.*

**PLANNING AND REGULATION COMMITTEE  
7 NOVEMBER 2022**

The Committee considered a report which detailed permission was sought for the enlargement of an existing irrigation pond and the removal from site of extracted minerals for treatment at Bede Farm, Cross Keys Lane, Coningsby.

The Applications Manager introduced the report and shared a presentation which detailed the and location of the proposed development.

The Applicant, Mr Hanson, spoke in support of the application.

Members asked the Applicant numerous questions. In response, the following comments were made:

- The Applicant had attempted to complete the necessary paperwork to secure a variation to his water abstraction licence for on multiple occasions, but documents had purportedly been lost by the Environment Agency.
- The application would not have an effect on neighbouring irrigation systems.
- It was not clear how long it would take the applicant to secure a licence from the Environment Agency.

Members commented that there was a need for more reservoirs and irrigation systems across the county, and that the application was sound in terms of County matters. Members noted that the reason for refusal was largely due to issues surrounding the absence of an extended abstraction license which would allow water to fill the larger reservoir, which the Applicant was actively pursuing, and felt assured that the license could now be secured in a timely manner. Members recognised that if more time was given to the applicant to secure a license, then the application would no longer be in breach of the policy and could be dealt with by officers.

The Applications Manager advised that should Members be minded to approve the application then they could defer the application and give the Applicant 3 months in which to secure the revised licence. If the revised licence was secured within this timeframe then the application could be determined by Officers under delegated powers as there would be no outstanding issues. If the licence was not secured in that timeframe then the application could be brought back to the Committee for a decision.

On a motion proposed by Councillor N Pepper and seconded by Councillor T Ashton it was:

RESOLVED (unanimous)

1. That the item be deferred for 3 months.
2. That officers be given authority to deal. If the revised licence is secured within this timeframe.

The meeting closed at 11.35 am





**PLANNING AND REGULATION COMMITTEE  
SITE VISIT  
17 NOVEMBER 2022**

**PRESENT: COUNCILLOR I G FLEETWOOD (CHAIRMAN)**

Councillors Mrs C L E Vernon (Vice-Chairman), T J N Smith, Mrs J Killey, T R Ashton and P Ashley-Morris

Officers in attendance:-

Thomas Crofts (Democratic Services Officer), Jeanne Gibson (Programme Leader - Minor Works & Traffic) and Dan O'Neill (Highways Asset Management)

1 APOLOGIES/REPLACEMENT MEMBERS

Apologies for absence were received from Councillors S A J Blackburn, I D Carrington, N H Pepper, R P H Reid and N Sear

2 LINCOLN, PROPOSED PERMIT PARKING SCHEME ZONE 5C – ROADS BETWEEN SINCIL BANK DRAIN, HIGH STREET, PENNELL STREET AND PORTLAND STREET

Officers stated that the application was due to be considered by the Planning and Regulation Committee at a future meeting. The Programme Leader - Minor Works & Traffic's guidance gave Members an overview of the site, including the proposed Zone 5D which has also been advertised and is to be reported to a future Committee meeting. The following matters were noted:

- Most properties did not have driveways or allocated parking.
- Most households that owned vehicles owned one to two cars.
- The area was used by commuters for free parking.
- There was more parking by residents in evenings.

Members were shown images of streets that would be affected by the scheme, which illustrated current parking conditions. The following matters were discussed:

- The proposed scheme limited vehicle parking to two per household, which presented an issue to households that had more than two vehicles, such as multiple occupancy student households.
- The cost of permits to residents.
- Parking helped slow traffic.
- Commuter parking was evident, but residents' access to parking was self-regulating in the evening.

- Under the proposed scheme, a scratch card system allowed visitors and carers to park in the restricted zones.
- City of Lincoln Council would manage the scheme and would be responsible for permit types and limits.
- The proposed scheme did not provide marked bays for parking, but restricted zones were to be sign posted.

Members were then given the opportunity to navigate the area.

The meeting closed at 10:30AM.

**Open Report on behalf of Andy Gutherson, Executive Director - Place**

Report to:	<b>Planning and Regulation Committee</b>
Date:	<b>05 December 2022</b>
Subject:	<b>West Willoughby A153, Willoughby Road – proposed 40mph speed limit extension.</b>

**Summary:**

This report considers a reduction of the 60mph speed limit on the A153, Willoughby Road to 40mph. Investigations have indicated that the above location may be considered a 'Borderline Case', as defined in the Council's speed limit policy.

**Recommendation(s):**

That the Committee approves the reduction in speed limit proposed so that the necessary consultation process to bring it into effect may be pursued.

**Background**

Following a request from Ancaster Parish Council for a review of the existing 60mph speed limit at this location, investigations have been carried out to determine if a reduction in the level of limit can be justified against the speed limit policy.

The A153 forms part of the strategic road network carrying a weekday average traffic flow of 6000 vehicles. There is insufficient development along this length to justify the introduction of a speed limit on that basis, so it has been assessed under the criteria for a rural limit where the number of reported injury accidents, in this case three, and traffic flow, are taken into consideration to provide an accident rate. The accident rate has been calculated at 42 and is therefore sufficient to justify a new limit. The level of limit to be imposed is determined by the mean speed of traffic and its correlation to the level of limit shown in Table 4 of the policy:

**Table 4**

Mean Speed	Limit
< 33 mph	30 mph
33 – 43 mph	40 mph
44 – 53 mph	50 mph
> 53 mph	60 mph

In accordance with the County Council's Speed Limit Policy a Borderline Case may be identified and is defined at 6.1 as follows:

*6.1 At locations where the mean speed data falls within +/- 3mph of the mean speed in Table 4 then this is classed as a Borderline Case.*

A speed survey carried out at the location shown at Appendix B has determined a mean speed of traffic of 45mph, which lies within 3mph of the level required to justify a 40mph speed limit. This proposal may therefore be considered a Borderline Case and the Committee may approve the initiation of the speed limit order process to reduce the current 60mph speed limit to 40mph as shown at Appendix B.

### **Conclusion**

The Planning and Regulation Committee may approve a departure from the criteria set out in the speed limit policy where a borderline case has been identified, and therefore may agree to a reduction to a 40mph limit at this location. It is anticipated that road safety along this section of the A153 will be improved should this new speed limit be introduced.

### **Consultation**

No formal consultation is required at this stage. The local Member supports the proposal on the basis that school children cross the A153 here to access bus stops, and large, slow moving vehicles associated with a nearby quarry will be negotiating the junction of Rookery Lane with the A153.

### **Risks and Impact Analysis**

None carried out

### **Appendices**

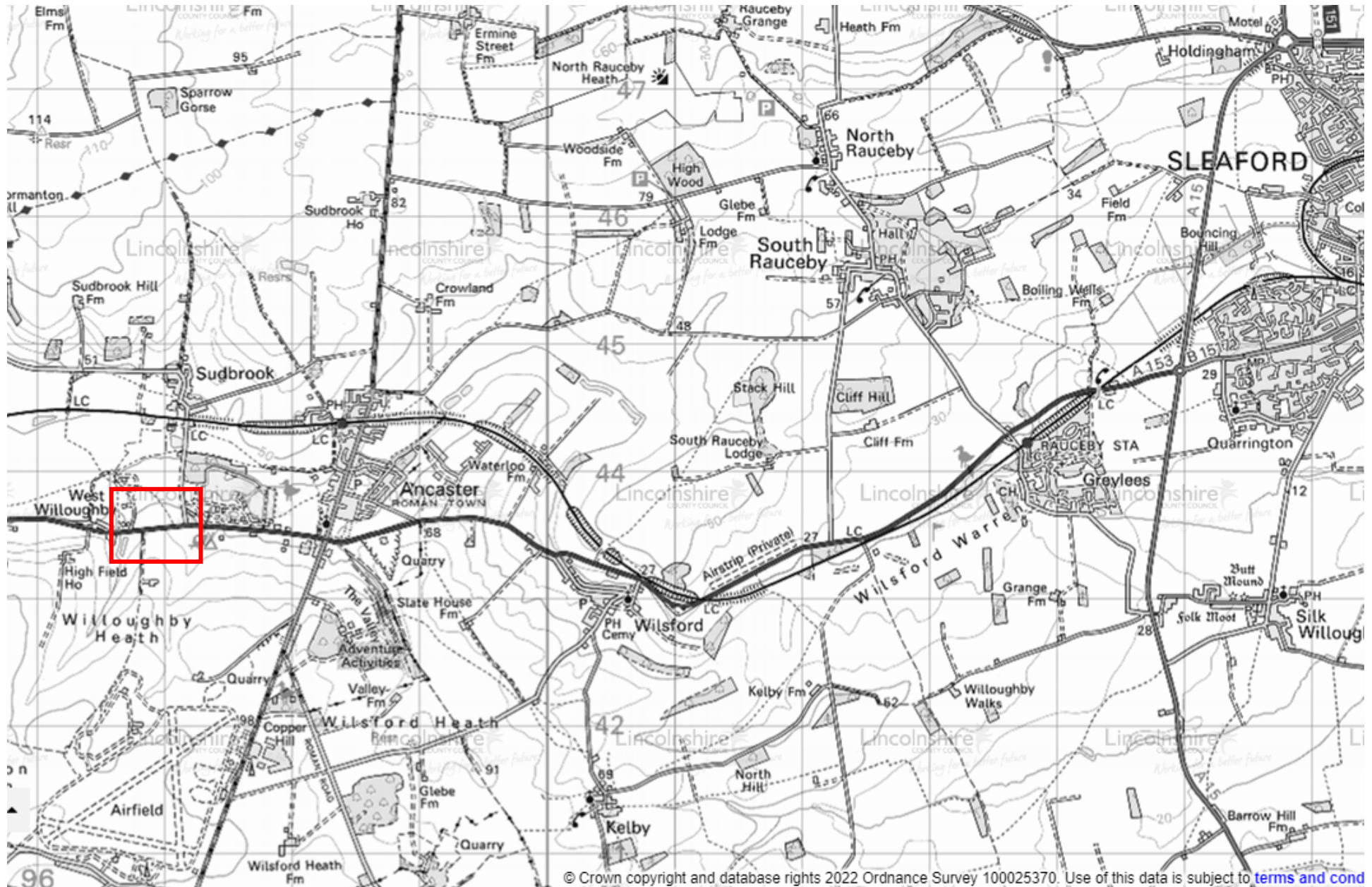
These are listed below and attached at the back of the report	
Appendix A	Site location
Appendix B	Detail of proposed restrictions

### **Background Papers**

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

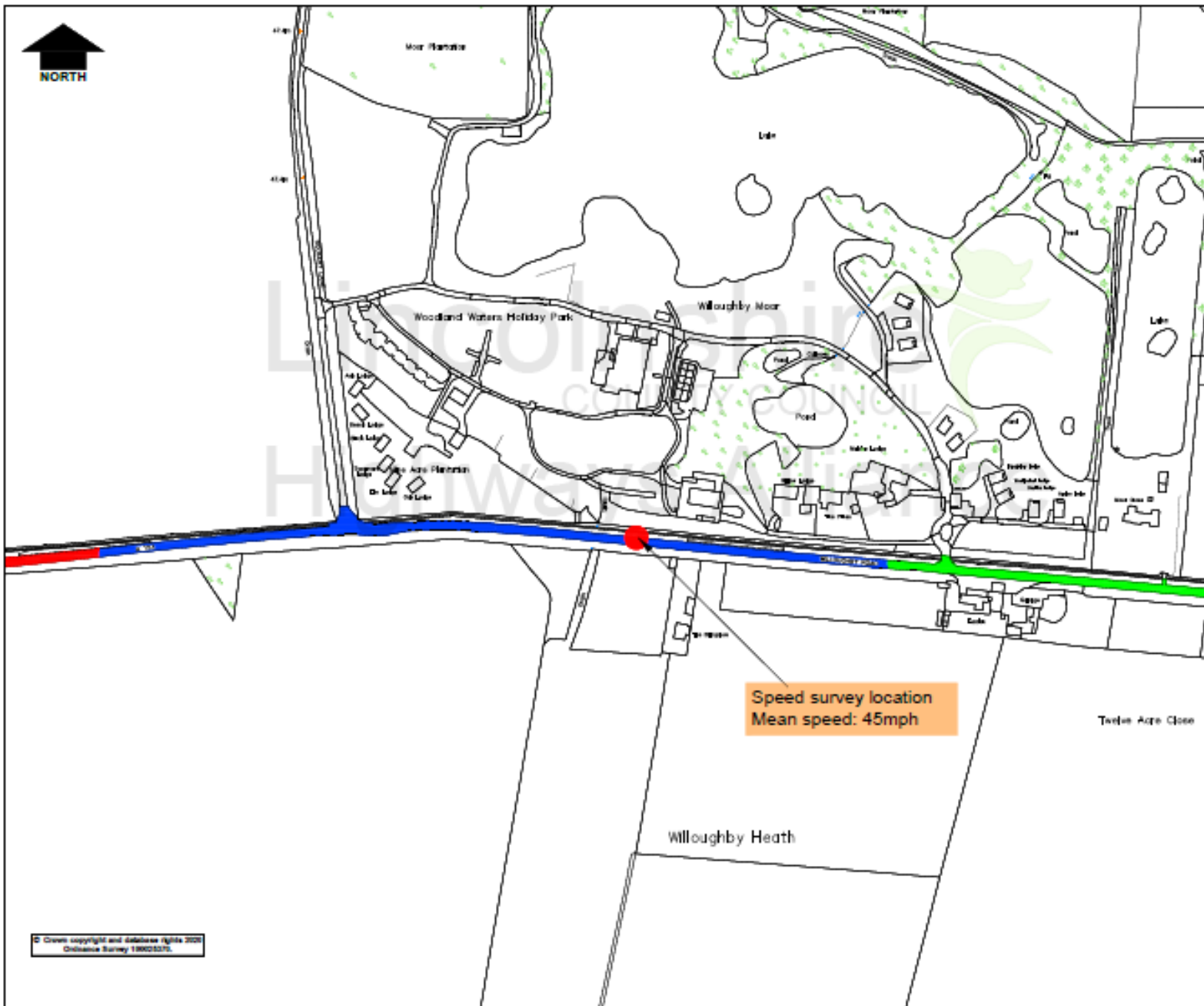
Document title	Where the document can be viewed
Speed limit policy; Speed survey results; correspondence.	Available on request

This report was written by Lauren Sheehan, who can be contacted on 01522 782070 or TRO@lincolnshire.gov.uk.



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APPENDIX B: West Willoughby A153, Willoughby Road – proposed 40mph speed limit



- Key:**
- Existing 50mph Speed Limit
  - Proposed 40mph Speed Limit
  - Existing 40mph Speed Limit

Rev	Description	Drawn	Checked	Auth	Date
1	A153 - West Willoughby				
001	002				
<b>Proposed 40mph Speed Limit</b>					
NTS	LS				Nov 2022
TROL/LS/002/001					0

**Lincolnshire**  
COUNTY COUNCIL

**Highways Alliance**

Lincolnshire Highway & Council Services  
LINCOLN, LE1 7EQ

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**Open Report on behalf of Andy Gutherson, Executive Director - Place**

Report to:	<b>Planning and Regulation Committee</b>
Date:	<b>05 December 2022</b>
Subject:	<b>Spalding, A151 Winsover Road - Proposed Puffin Crossing Facility</b>

**Summary:**

This report considers the outcome of a pedestrian crossing survey at the site of the existing Zebra crossing between the junctions with Hawthorn Bank and Carrington Road, as show at Appendix B.

**Recommendation(s):**

That the Committee considers the criteria set out in the Pedestrian Crossing Policy and supports the submission of a funding bid for a feasibility study, design and installation of a Puffin crossing at this location.

**Background**

Following a request from the local Member for the existing Zebra crossing on the A151 Winsover Road to be upgraded to a Puffin facility, an initial site survey confirmed that the Zebra crossing is well used given the location of the adjacent convenience store. It also provides connectivity between Hawthorn Bank and Carrington Road, linking schools and residential areas to the north and south of Winsover Road.

A pedestrian crossing survey was carried out in May 2022. Data on the numbers of pedestrians crossing the road, traffic flows and several other factors are applied to the  $PV^2ASCW$  calculation and this produced a score of 1.13. Table 1 from the Pedestrian Crossing Policy document as shown below, indicates that this falls short of the threshold of 1.2 required for a Puffin crossing:

Table 1

Crossing Type	PV <sup>2</sup> /ASCW greater than (1 X 10 <sup>3</sup> )	Crossing facility not to be used if speed limit is greater than:	Crossing facility not to be used if traffic flow greater than:
Pedestrian Refuge	0.5	60 mph	Not applicable
Zebra Crossing	0.8	30 mph	500 vehicles per hour
Signal Controlled Crossing	1.2	50 mph	Not applicable

**NOTE:** The threshold for dual carriageways is increased by 100%

However, at 3.1 in that document it is stated that if the result at a location falls within 10% of the score required for a specific facility then it may be subject to further consideration and approval may be sought from this Committee for the facility to be installed.

A Stage 1 Road Safety Audit was completed in November and no road safety concerns relating to the provision of a Puffin crossing at this location were identified. A check of the Personal Injury Collisions (PICs) on the County's collision database indicates that, in the last three years, there have been 1 serious and 3 slight PICs within the vicinity of the proposed crossing. The cost to install a Puffin crossing is estimated at £90,000, with an initial £10,000 required for a feasibility study and scheme design.

### Conclusion

The policy enables some flexibility in terms of scheme selection and in the case of this site, approval will be required from this committee in order to progress a Puffin crossing at this location given that the survey score lies within 10% of the threshold required.

### Consultation

Not required at this stage.

#### a) Risks and Impact Analysis

None carried out

### Appendices

These are listed below and attached at the back of the report	
Appendix A	General location plan
Appendix B	Detailed location plan

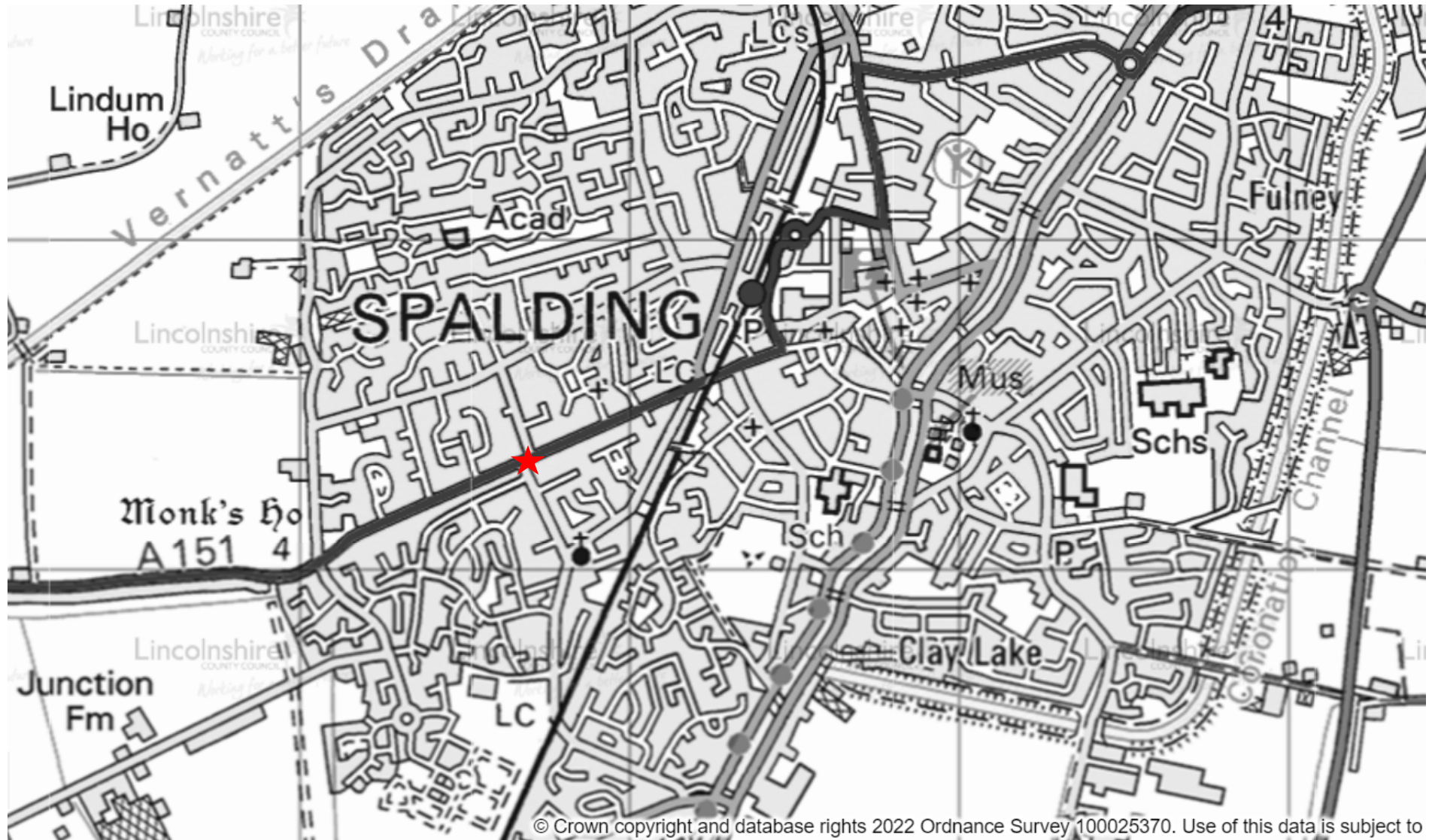
## Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
LCC Pedestrian Crossing Policy; survey results; correspondence; Road Safety Audit	LCC website

This report was written by Jeanne Gibson, who can be contacted on 01522 782070 or [jeanne.gibson@lincolnshire.gov.uk](mailto:jeanne.gibson@lincolnshire.gov.uk).

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**Lincolnshire**  
 COUNTY COUNCIL  
**Highways Alliance**  
 Lancaster House, 36 Orchard Street, Lincoln, LN1 1YZ

Rev.	Description	Drawn	Ch'kd	Auth	Date
	Project: Spalding, Winsover Road - Proposed Puffin Crossing Facility	Drawn: JE			Date: 11/22
	Status: Project No. 3083	Ch'kd:			Date:
	Drawing Title: Appendix B - Proposed Crossing Location	Auth:			Traced:
	Drawing No. H/JE/3083/002	Rev. 0			Scale: NTS @A4

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**Open Report on behalf of Andy Gutherson, Executive Director - Place**

Report to:	<b>Planning and Regulation Committee</b>
Date:	<b>05 December 2022</b>
Subject:	<b>Lincoln, Proposed Permit Parking Scheme Zone 5C – Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street</b>

**Summary:**

This is a supplementary report to the earlier one on this matter brought to this Committee on 7<sup>th</sup> November 2022 (see Appendix A). It was resolved at that meeting to visit the area to gain a better understanding of the potential impact of the proposed scheme to introduce permit parking within the streets shown at Appendix B.

**Recommendation(s):**

That the objections be overruled and that the scheme as advertised be introduced.

**Background**

A visit to the area by Committee Members took place on 17th November. A number of issues and concerns were discussed including the additional cost to residents which would be imposed by the scheme, access for visitors and carers should it be introduced, and whether or not there was a genuine need for a scheme of this nature.

Officers acknowledged the sensitivity around the cost of living at this time. However, a permit scheme of this type must be self-financing in order to be viable.

Two permits would be available to residents, the first costing £26.00 annually and the second £52.00. Details of the options for visitors to the area were clarified and include the provision of limited waiting bays throughout the area, and the availability of visitor permits and scratch cards for residents. The scheme was justified against the Council's guidance for permit parking schemes in terms of space available to residents for on street parking, prior to consultation. Surveys identified that space was limited during the day and it could be determined from the results that this was because much of it was occupied by vehicles which were not present outside working hours.

## Conclusion

The concerns by some Members regarding the impact of a permit parking scheme over such a large area and its potential effect on all the residents within it have been noted. The scheme would impose a charge for parking on street and require additional means to allow parking by visitors.

The scheme has been justified against criteria however and received a majority support from those residents who responded to the questionnaire survey. Its introduction would contribute to improvements in the area in terms of reducing traffic flow which in turn reduces air pollution and improves safety for pedestrians and cyclists.

## Consultation

N/A

### a) Risks and Impact Analysis

See attached Equality Impact Assessment.

## Appendices

These are listed below and attached at the back of the report	
Appendix A	Report: 'Lincoln, Proposed Permit Parking Scheme Zone 5C – Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street', submitted to this Committee on 7 <sup>th</sup> November 2022.
Appendix B	Detail of proposed restrictions
Appendix C	List of objections and comments
Appendix D	Equality Impact Assessment

## Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Assessment and survey information; Consultation documents and correspondence.	Available on request

This report was written by Dan O'Neill, who can be contacted on 01522 782070 or TRO@lincolnshire.gov.uk.

**Open Report on behalf of Andy Gutherson, Executive Director of Place**

Report to:	<b>Planning and Regulation Committee</b>
Date:	<b>07 November 2022</b>
Subject:	<b>Lincoln, Proposed Permit Parking Scheme Zone 5C – Roads between Sincil Bank Drain, High Street, Pennell Street and Portland Street</b>

**Summary:**

This report considers objections received to the above proposal which has been publicly advertised from Thursday 14th July to Friday 9th September 2022.

**Recommendation(s):**

That the objections be overruled and that the scheme as advertised be introduced.

**Background**

In 2017, the City of Lincoln Council developed a new approach to working in neighbourhoods. The profile and needs of the Sincil Bank area were such that a decision was taken to focus resources on improvements here, working closely with the local community to identify a range of actions that would result in transformational change. One of the key aims is to reduce the high level of commuter parking in the area and the traffic movements this generates. This results in congested streets, restricted footpaths, busy rat runs and poor air quality, and has a negative impact on the quality of life for residents.

A scheme of environmental highway improvements is planned towards the end of next year to support this vision, and the proposed permit parking scheme is a step towards the regeneration the area, supporting the community's aspiration to give streets back to local people and to promote shared spaces less dominated by traffic.

A formal request was received in 2018 from the City of Lincoln Council for an expansion of the permit parking scheme south of the city centre, to include the Sincil Bank area. Subsequently investigations took place to confirm if these streets would be eligible for such a scheme in line with County Council guidance. Surveys confirmed that available kerbside space for on street parking here during the day was limited for residents owing to use of the area by non-residents. In July 2019 a questionnaire was sent to all properties within the proposed Zone 5C asking if

residents would be in support of the introduction of a permit parking scheme. In accordance with the Council's guidance for District Council administered schemes, a majority of respondents must be in support for it to be viable. The results indicated that 64% were in favour, enabling the scheme to be progressed.

The proposed scheme will be operational from Monday to Saturday, 8am to 6pm. Dual use bays providing a two hour stay for non-permit holders and an unlimited period for permit holders will be introduced and a similar treatment is proposed for the existing limited waiting bays. Double yellow lines will replace lengths of single yellow line on Sibthorpe Street (southern side) and Scorer Street (passing areas) to assist with traffic flow.

The City of Lincoln Council, as the permit issuing authority, confirmed which properties within the Zone would be eligible for permits.

Statutory consultation for the traffic regulation order took place from 15th July to 13th August 2021. No adverse comments were received. The scheme was then publicly advertised until Friday 9th September 2022, with each property in the Zone being sent a copy of the proposals.

## **Objections**

During the advertisement period 17 objections to the scheme were received. Various grounds for objection were referenced and these are itemised in detail, along with officer's comments, at Appendix C.

In summary, there is concern about the additional cost of permits for residents should the scheme be implemented, given the ongoing increase in the cost of living. It is suggested that the need for this scheme should be re-assessed and that if more incentives were provided to use car parks in the city centre then the issue of non-residents using Sincil Bank would not exist. It is stated that the scheme will fail as it does not address competition for parking after 6pm, when the bays for permit holders would no longer apply. Many are concerned on the impact on visitors and carers accessing the area. Lack of information on how the scheme and its enforcement operates has also been raised, along with a suggestion that it is designed to generate income for both the City and County councils.

## **Comments**

Any decision on this proposal will take into account the effect of increases in the costs borne by residents at this time and in the coming months. It is recognised that the scheme will have limitations in terms of provision for permit holders during the evenings. The scheme however is designed to exclude non-residents when there is demand from them during the day, but more space for residents and permit holders outside this time cannot be provided; neither does the scheme guarantee a parking space at any time. The concerns of nearby businesses and the school are noted, but the aim of the scheme is to give permit holders priority over commuters. There are alternative places to park both off and on street, although these may be less convenient. Temporary parking is permitted on yellow lines for the purposes of loading and unloading of equipment should this be required. Parking by visitors and carers is provided for through the scheme's visitor permit system. The consultation exercise included details of the workings of the scheme and where

additional information can be found. The charges for permits are set at a level which covers the costs of administering the scheme and enforcing it.

## Conclusion

The proposed permit scheme contributes to a number of initiatives which aim to improve the environment in the Sincil Bank area and therefore the lives of residents. The provision of bays for permit holders and short term parking only, restricts parking by non-residents and the additional traffic they generate. This in turn will facilitate future improvements in the area which will deter through traffic further and deliver improved routes for pedestrians and cyclists.

## Consultation

The following were consulted with regards to this proposal: Local Member, Lincolnshire Road Safety Partnership, Lincolnshire Police, City of Lincoln Council, Lincolnshire Fire & Rescue, East Midlands Ambulance Trust, Road Haulage Association, Freight Transport Association and Lincoln BIG.

### a) Risks and Impact Analysis

See attached Equality Impact Assessment.

## Appendices

These are listed below and attached at the back of the report	
Appendix A	Site location
Appendix B	Detail of proposed restrictions
Appendix C	List of objections and comments

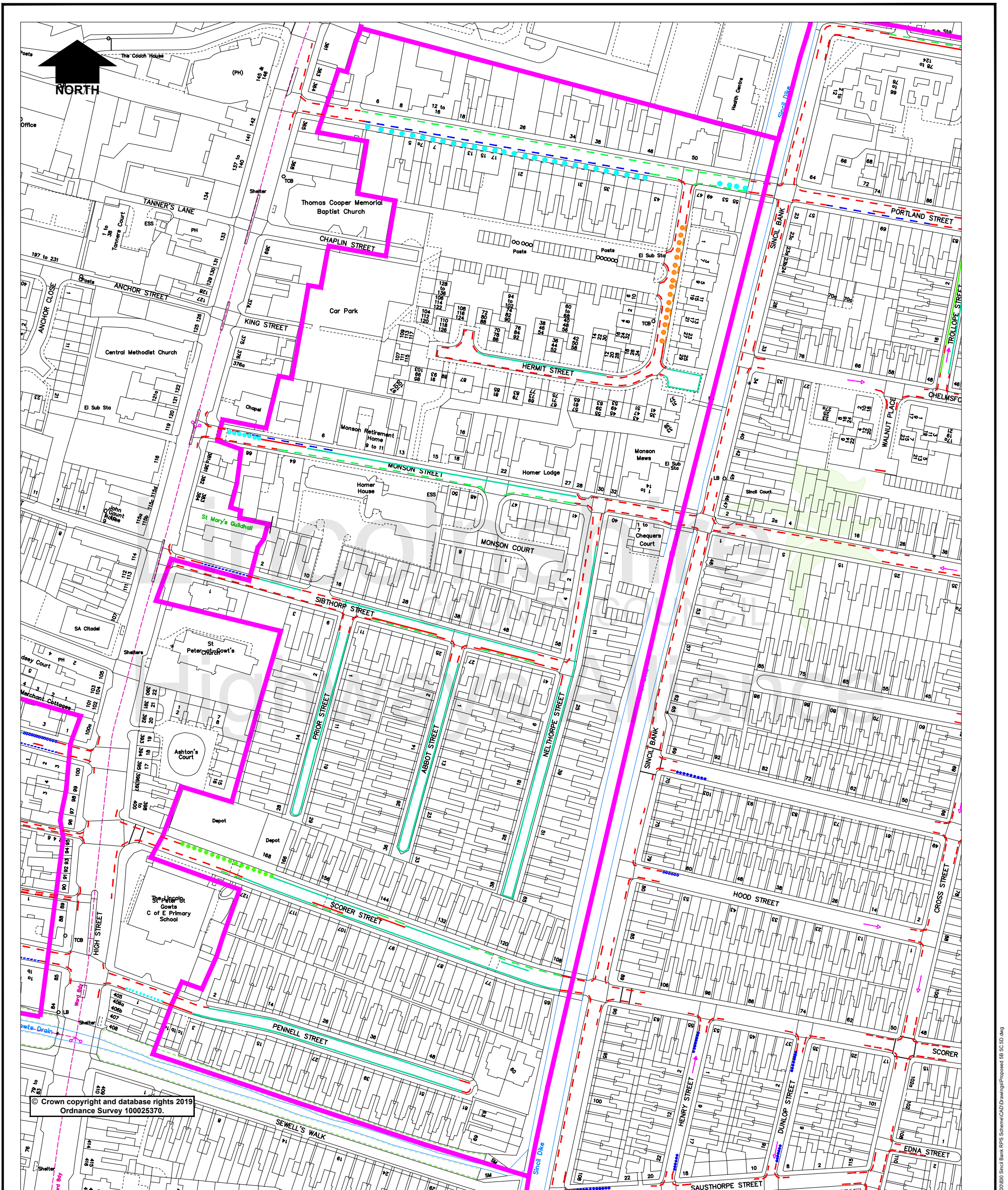
## Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Assessment and survey information; Consultation documents and correspondence.	Available on request

This report was written by Dan O'Neill, who can be contacted on 01522 782070 or TRO@lincolnshire.gov.uk.

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| <ul style="list-style-type: none"> <li>Existing no waiting at any time</li> <li>Existing no waiting Mon - Sat 8am - 6pm</li> <li>Existing 2 hours ltd waiting (NRW2Hrs) Mon - Sat 8am - 6pm</li> <li>Existing 1 hour ltd waiting (NRW1Hr) Mon - Sat 8am - 6pm</li> <li>Existing 1 hour ltd waiting (NRW2Hrs) Mon - Sat 8am - 6pm</li> </ul> | <ul style="list-style-type: none"> <li>Proposed no waiting at any time</li> <li>Proposed no waiting Mon - Sat 8am - 6pm</li> <li>Proposed Permit holders only Mon - Sat, 8am - 6pm</li> <li>Proposed 2 hours ltd waiting Mon - Sat 8am - 6pm, except permit Holders 5C</li> <li>Proposed 1 hour ltd waiting Mon - Sat 8am - 6pm except permit holders 5C</li> </ul> |
|---|---|

Rev.	Description	Drawn	Ch'kd	Auth	Date
0		DON			Jun 2021

**Lincolnshire**  
COUNTY COUNCIL  
**Highways Alliance**  
Lancaster House, 36 Orchard Street, Lincoln, LN1 1XX

Project: Sincil Bank RPS  
Appendix B  
Zone 5C  
D/SCH830/5C/1

Jun 25, 2021 11:27pm C:\common\Traffic Regulation Orders\Schemes Master Folder\DO NOT CHANGE\501-500\80 Sincil Bank RPS Scheme\CAD Drawings\Proposed 5C 5D.dwg

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## Appendix C

### Objections and Comments.

No of objs	Grounds for objection	Comment
16	The cost of permits and the cost of alternatives to parking in the area will cause hardship at the current time.	City of Lincoln Council is responsible for the administration of the scheme, which means that they set the maximum number of permits per household and the level of charges for permits, as well as what permit types are available. The Planning and Regulation Committee will determine how to proceed following the consideration of the objections received.
1	Please can a second consultation take place in light of the current cost of living crisis, to check that residents fully understand, still support, and can afford this scheme.	The Planning and Regulation Committee will determine how to proceed following the consideration of the objections received.
1	Unfair to penalise residents for shoppers parking	Residents parking schemes remove parking by third parties, whether they be working in the area, in the City Centre or shopping. This means residents' have a greater opportunity to park within their Zone during its times of operation.
1	Will be detrimental to tourism and the local economy if people visiting the City get parking fines within the RPS zone(s)	Residents parking schemes remove parking by third parties, whether they be working in the area, in the City Centre or shopping. This means residents' have a greater opportunity to park within their Zone during its' times of operation.
2	Local City Councillors have said the scheme will be introduced. That implies this consultation is going to have no effect whatsoever.	The scheme is being proposed by Lincolnshire County Council and the Planning and Regulation Committee will consider objections as part of this process.
1	More flexible options at car parks to incentivise their use. Eg. free parking for shoppers and commuters 1 <sup>st</sup> 10 in Council car parks free for a maximum 3 days per week.	City of Lincoln Council operates several car parks.
1	Didn't get the questionnaire for Zone 5DE	Best endeavours were made when hand delivering the questionnaires.
1	Nobody from the Council lives here so they are unaware of what is required or needed.	Conversely, there might be comments if a scheme were perceived as being proposed only because employees from the Council did live there.
2	Residents parking will cut the number of spaces down and lead to resident's being issued Penalty Charge Notices (PCNs)	There will be an increase in the amount of double yellow lines on Sibthorpe Street and Scorer Street.
1	Parked cars give no emissions so how does a RPS have a positive environmental effect.	A restriction on parking by third parties would reduce the number of vehicles driving within the Zones looking for parking.
1	GDPR a concern as information on permits could lead to people being identified.	The objector provided examples whereby a permit holder can be traced if someone looks at the permit, remembers the vehicle it's in and visits the Zone shown on the permit.
1	No mention of hidden costs in terms of exemptions for builders and Penalty Charge Notices if permits are not displayed.	Links to information were provided in the letters sent to residents during the advertisement of the proposals.
1	£70 per PCN	This figure is reduced if paid within 14 days.
1	"249 misinformed people ruined it for 6000"	Questionnaires were delivered to all properties within the proposed zone for a response by the household, not individuals. The questionnaires sent out were similar to those sent regarding other RPS schemes in Lincoln.
1	You can't get rid of residents parking once it's been put in.	There will be a review of the scheme if it is introduced

2	"All residents parking will do there is limit even more the 'free' spaces and risk a £70 parking invoice."	There will be an increase in the amount of double yellow lines within Zone 5C, particularly on Sibthorpe Street and Scorer Street. This has been done to maintain traffic flows.
1	"There are more reasons for NOT having residents parking than for it (unless 1 mile of Skegness beach). You don't enforce the zones you have or the regulations you have."	Enforcement of the Zone can be adjusted.
1	"Can you put in writing that if it goes ahead, you will review after one year and do a new survey using the £127,000 surplus the council makes."	There will be a review of the scheme if it is introduced.
3	The proposals are a money-making exercise.	The County Council will not derive income from permit sales.
2	Street notices were inadequate and not maintained in position	Street notices were replaced and additional ones put up throughout the advertisement period.
1	"Nothing is mentioned about the 2 hour visitor slots, or the £1.70 per visitor cost, or the fact you need your ID to get the permits, extra £5 if you want to take on the day, if your permit drops off the window in the hear/cold £70 parking ticket you can't get rid of, nor pay and bailiffs kicking your door in. Nobody is aware of this if you walk around the streets."	Information on permit charges and types was included in the questionnaire that was sent out in July 2019. If someone considers a PCN has been issued incorrectly they are able to appeal.
1	"If the residents parking is wanted and that good, then why is there nobody on the Sincil Bank community site defending it, or giving any reasons for it? "	Some parking schemes are very emotive. People may not feel comfortable expressing their views either way, where they may attract attention or argument from other people.
1	The county council website says " in compliance with GDPR we will not identify properties either in favour or against the introduction of the scheme. But the questionnaire returns give the name and address of people.	The County Council will not identify properties either in favour or against the introduction of the scheme.
1	"Can our local community officer, knock on doors and see how many people that want the RPS still live there and are they aware of the consequences for everyone else, just so they can park outside their own house?"	The scheme is being proposed by Lincolnshire County Council, the local community officer works for City of Lincoln Council.
1	"Why do they need to be 'different zones' Those thinking they can still see their friends three streets away are risking a £70 invoice, 2 hours only visit or £1.70 for scratch card. Nor does it mention you can't visit your friend in their residents parking zone with your pass. Why do they need to be different zones, in this area? This is clearly being forced and I have no doubts the community will just override everything and not care about it."	In this case the Sincil Bank Drain and its bridges forms a natural boundary between proposed Zones 5C and 5D. Zone 5C and 5B are separated by the High Street. The Zones are different sizes because of these boundaries.
1	They are just going to delete all objections, behind closed doors	Objections are reported to the County Councils Planning and Regulation Committee. A single valid objection will be put forward for consideration by the committee. The outcome does not necessarily depend upon the number of objections received.
1	"How do I appeal? Got to be ready for this, It's really is a dumb idea residents parking. No benefit at all, be the same 'day cars' 90% of the time anyway, scheme not working at night so is pointless."	Objections are being considered by the County Council's Planning and Regulation Committee. If the Order is made an application may be made to the High Court within six weeks.
1	"Your friend comes round, to help you lift new double bed upstairs, etc etc, ' look at our new residents parking signs we have' Bloke goes out to his car after trapping his fingers between the bed and wall to a find a £70 parking invoice, nobody was expecting, no warning of that or the scratch card, utter shambles."	Loading and unloading is permitted. If someone considers a PCN has been issued incorrectly they are able to appeal.

3	"Not one valid reason for it, utter con, like central government has said you need to introduce these scams"	The reasons for the scheme are outlined" in the main body of the report.
1	The residents parking allow you to park in council car parks, but not broad gate, why is this? you can only park in the ones that cars always get broken into."	City of Lincoln Council administer and manage the permit scheme and the use of their car parks.
1	"Should be available in local shops."	City of Lincoln Council administer and manage the permit scheme.
1	"The permits must be able to ordered only from City Hall, at weird times, like 10:30- 11:12 only. So it irritates even those who wanted it because it's not straight forward."	City of Lincoln Council administer and manage the permit scheme.
1	"Disabled people getting free permits? Everyone should be made to pay for permits"	City of Lincoln Council administer and manage the permit scheme.
1	"In one of the streets, a family have three vehicles (minimum), What will they do when it's only two permits per house?"	City of Lincoln Council have a maximum of two annual permits per property. Daily scratch cards or limited waiting may be used to facilitate parking by a third vehicle. Only City of Lincoln Council can change this limit.
11	"Often Park on Scorer Street and usually get close to the work. Restricting access will be hard for staff. Often have equipment to take to and from work, sometimes taking two trips. This will be impossible if we can't park close to where we work. We appreciate that for residents it must be hard to park at times but please consider the impact on the people who work to educate the children in the area. "	The introduction of the scheme would remove available all day on street parking from a number of workplaces in the area. This leaves people with a number of difficult choices to make on how best to get to work and park near to it. The nearest City of Lincoln owned car parks in the area are off King Street and Chaplin Street. The charge for a stay of 4 hours or over is £6.00. This would be an extra £30 per week for workers in the area. Vehicles may be temporarily parked on the proposed restrictions to enable equipment may be loaded/unloaded.
1	"The scheme, in my opinion, will make no difference to parking within this area because the issue is not the occasional shopper or worker who parks in the area to avoid car parking charges, but the number of cars per household in an area not designed for that number of cars."	The scheme will have little impact outside the times of operation.
2	"The West End is a prime example of the permit system not working, with residents getting tickets when their area is over parked."	Each scheme has specific factors which may cause issues. Shared use bays are being proposed on a number of streets so permit holders can continue to use them rather than get a PCN for exceeding the time limit.
1	"If the aim is to improve parking in these areas, another strategy needs to be found to reduce the number of vehicles. Better use of a TRO would be to limit certain vehicles from accessing and parking in these areas. If the aim is to deter shoppers and workers parking in neighbouring streets, the council should look at reducing the car park charges and enticing their use."	Car park charges at City of Lincoln car parks are a matter for that authority.
1	"The scheme is open to abuse because with a visitor's permit, anyone can park. I have already heard that residents are selling visitor's permits, at a profit, to local workers."	The administration of the scheme is done by City of Lincoln Council
1	"Whilst I acknowledge there have been projects to help make Sincil Bank a better place to live, LCC is not doing its best for the finances of residents in this area of Lincoln. Recently, fuel costs have risen with an expectation of them rising again, food banks are a necessity for too many <a href="https://www.bbc.co.uk/news/uk-england-lincolnshire-61510584.amp">https://www.bbc.co.uk/news/uk-england-lincolnshire-61510584.amp</a> . Council Tax band A properties are already £55 worse off from last year in this ward. Litter picking, art work and CCTV will not help with the cost of living.	Residents received a letter when the proposals were advertised which contained links to further information on the County Council's website relating to the proposals and also the City of Lincoln's website so people could see how the permit scheme would work. The questionnaire survey and the majority response met the policy in place in 2019.

	<p>It cannot be claimed that it would encourage the use of public transport as buses and trains are very irregular, very expensive and don't run later at night. Even taxis are difficult to book.</p> <p>To conclude, these are the reasons I believe the Sincil Bank Residents' Parking scheme should not happen. There has been nothing to offer for why this scheme should go ahead; persuasive wording on official letters; the statistics showing how many people have "asked" for the scheme is skewed and the reality is a low percentage of residents; the Income Deprivation Domain for this area shows residents will struggle to afford an extra annual bill; and there has been no user-friendly factual information given to residents (or easily searchable online).</p> <p>The whole scheme is a disgrace!"</p>	<p>In terms of the impact of individual finances the timing of the scheme if it goes ahead would be a matter for both Council's to agree upon.</p> <p>Permit fees are set by City of Lincoln Council.</p>
2	<p>"According to the Lincolnshire.gov.uk website, 30% of eligible addresses must reply to a consultation and 66% must be in favour. Neither of these conditions have been met so this scheme should not be going ahead anyway. "</p>	<p>The questionnaire was undertaken in 2019 when the policy in place needed a simple majority of the responses received and there was no minimum response level. This still applies for District Council managed schemes. The more recent guidance provided on the LCC website refers to new schemes administered by the County Council only.</p>
1	<p>"This scheme will not resolve the parking issues for Pennell Street, making it an additional and unnecessary expense at a time when all households are being hit incredibly hard with energy price increases and the cost of living crisis. Implementing this scheme now is both cruel and harmful, and even those that originally supported the scheme likely have a different opinion in light of current financial constraints.</p> <p>Parking on Pennell Street can occasionally be a problem, but at other times is not an issue at all. Basically, it fluctuates depending on how many cars residents own - I know this is stating the obvious, but this is the bottom line, and no parking permit scheme will ever change this.</p> <p>Many of the parking problems that we do have are caused by inconsiderate parking (e.g. taking up two spaces just to be directly outside of a property) – again, parking permits will not resolve this in the slightest. Outside of these everyday issues, one of the biggest parking pressures we have is when Lincoln City are playing at home, and whilst the permit scheme may help with this for Saturday matches, it will not help at all with Sunday and evening matches as these fall outside of the scheme's parameters.</p> <p>Another pressure on daytime parking is staff &amp; visitors to the school at the top of the street – as the scheme will allow the school to purchase both resident and visitor permits, the scheme will do nothing to reduce these pressures or free up extra space.</p> <p>The scheme also seems very complicated, with a lot of scope for misunderstanding and confusion, particularly in relation to visitor and trade permits and the associated time limitations, which in turn will potentially lead to extra costs and possible fines, and cause residents a huge amount of frustration and stress.</p> <p>The requirements for trade visits look to be particularly problematic and inconvenient – we all need to have maintenance work carried out, but to have to apply for a waiver permit, and wait at least 5 working days for one to be granted, is not feasible in many cases, as many trades need to visit at much shorter notice. The permits also add a considerable amount to the cost of having</p>	<p>The proposals include a small limited waiting bay at the High Street end of Pennell Street, with parking for the most part maintained as at present.</p> <p>The costs of permits are set by City of Lincoln Council as they administer the scheme.</p> <p>People often assume a space is guaranteed outside their house, even when information sent out, such as in the original questionnaire, says this is not the case.</p> <p>City of Lincoln Council is keen to see the scheme introduced in order to reduce traffic flows and parking levels to aid regeneration within the area.</p>

	<p>any work done – another unnecessary and unwelcome burden in these difficult financial times. There is also the impression that permission may not be granted, which raises the question- how do we get maintenance work done if the tradesperson cannot park near the property?</p> <p>Time limited waiting bays are also mentioned – would Pennell Street have these? If so this would reduce the available parking even further, exacerbating the original problem rather than doing anything to resolve it.</p> <p>Supporters of the scheme also seem to be under the misguided notion that the scheme will guarantee them a parking spot outside their property – this is very much not the case, and I think these misunderstandings need to be clearly communicated, otherwise the scheme is being implemented under false pretences.</p> <p>I would also add that the feedback I have seen from areas with parking permits already in place suggests that the schemes have caused far more problems than they have solved, and caused great inconvenience and large additional costs, with many residents being fined for parking elsewhere when spaces are not available on their street, or because they have misunderstood the rather complicated rules. The general impression I get is that they wish the schemes had never been implemented in the first place.</p> <p>For all of these reasons I strongly believe that the proposed parking permit scheme will be nothing more than an admin heavy, money making exercise, that will cause a lot of expense, inconvenience, frustration and stress to the residents of Pennell Street, whilst offering little or no value in return, and not resolving the existing parking pressures. Not being able to find a parking space occasionally is annoying, but having to pay for a parking permit, faff around with visitor permits every time a friend wants to pop round, potentially even pay to have friends call round once your free permits have been used, pay extra for trades to do work (as the cost will be passed on) and still sometimes not be able to park (as will likely be the case for all the reasons I have mentioned above) will be absolutely infuriating, and will do nothing to gain the council support from the local residents!</p> <p>I would strongly urge that this permit scheme is cancelled, for Pennell Street at least, or at the very least delayed, whilst a second consultation can take place in light of the current cost of living crisis, to check that residents fully understand, still support, and can afford this scheme. “</p>	
1	<p>“Whoever wrote the article in the Sincil Bank community news, should be made to issue a public apology for such a misleading article.”</p>	<p>The publication concerned is not a County Council document.</p>
1	<p>Visit friends and family in the area</p>	<p>Limited waiting is being maintained within the proposed Zone and scratch cards will be available to residents to give to visitors with the conditions of use as specified by City of Lincoln Council.</p>

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## Equality Impact Analysis to enable informed decisions

### The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

## **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.



## Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

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**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

<b>Title of the policy / project / service being considered</b>	Traffic Regulation Order to introduce permit only parking bays in various streets, Sincil Bank, Lincoln	<b>Person / people completing analysis</b>	Jeanne Gibson, Programme Leader Minor Works & Traffic
<b>Service Area</b>	Place Highways Asset	<b>Lead Officer</b>	Jeanne Gibson
<b>Who is the decision maker?</b>	Planning and Regulation Committee	<b>How was the Equality Impact Analysis undertaken?</b>	By review
<b>Date of meeting when decision will be made</b>	07/11/2022	<b>Version control</b>	1.0
<b>Is this proposed change to an existing policy/service/project or is it new?</b>	New	<b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b>	Directly delivered
<b>Describe the proposed change</b>	The traffic regulation order proposes to introduce bays available to permit holders only within the existing unrestricted sections of a number of streets in the Sincil Bank area of Lincoln.		

### **Evidencing the impacts**

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### **Data to support impacts of proposed changes**

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

**Positive impacts**

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state '*no positive impact*'.

<b>Age</b>	No positive impact
<b>Disability</b>	Restriction of non permit holders in the area by virtue of this scheme will reduce competition for on street parking space and therefore parking closer to a resident's property is more likely. Blue Badge holders will be eligible for a free parking permit for the proposed zone.
<b>Gender reassignment</b>	No positive impact
<b>Marriage and civil partnership</b>	No positive impact
<b>Pregnancy and maternity</b>	No positive impact
<b>Race</b>	No positive impact
<b>Religion or belief</b>	No positive impact

<b>Sex</b>	No positive impact
<b>Sexual orientation</b>	No positive impact

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

**Adverse/negative impacts**

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

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<b>Age</b>	No perceived adverse impact
<b>Disability</b>	No perceived adverse impact
<b>Gender reassignment</b>	No perceived adverse impact
<b>Marriage and civil partnership</b>	No perceived adverse impact
<b>Pregnancy and maternity</b>	No perceived adverse impact

<b>Race</b>	No perceived adverse impact
<b>Religion or belief</b>	No perceived adverse impact
<b>Sex</b>	No perceived adverse impact
<b>Sexual orientation</b>	No perceived adverse impact

**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [engagement@lincolnshire.gov.uk](mailto:engagement@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

### Objective(s) of the EIA consultation/engagement activity

The traffic regulation order required to introduce the scheme has been subject to a statutory process of consultation and public advertisement .



**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

<b>Age</b>	
<b>Disability</b>	
<b>Gender reassignment</b>	
<b>Marriage and civil partnership</b>	
<b>Pregnancy and maternity</b>	
<b>Race</b>	
<b>Religion or belief</b>	

Sex	
Sexual orientation	
<p><b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b></p> <p>The purpose is to make sure you have got the perspective of all the protected characteristics.</p>	<p>The public advertisement of these proposals was open to all to submit comments and representations.</p>
<p><b>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</b></p>	<p>Should the scheme be implemented its effects can be monitored.</p>

## Further Details

<b>Are you handling personal data?</b>	<p>Yes</p> <p>If yes, please give details.</p> <p>Comments and representations received from the public may contain personal data.</p>
--	--

Actions required	Action	Lead officer	Timescale
Include any actions identified in this analysis for on-going monitoring of impacts.	Monitoring of the effects of the change to parking arrangements in the Sincil Bank area.	Jeanne Gibson	12 months from operable date of Order.

Version	Description	Created/amended by	Date created/amended	Approved by	Date approved
1.0	Lincoln, Sincil Bank, various streete – proposed residents permit scheme	J Gibson	26/10/22		

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**Open Report on behalf of Andy Gutherson, Executive Director - Place**

Report to:	<b>Planning and Regulation Committee</b>
Date:	<b>5 December 2022</b>
Subject:	<b>Lincoln, Proposed Permit Parking Scheme Zone 5D – Roads between Sincil Bank Drain, Canwick Road, Sincil Bank Football ground and the East West Link Road.</b>

**Summary:**

This report considers objections received to the above proposal which has been publicly advertised from Thursday 22 September to Friday 28 October 2022.

**Recommendation(s)**

That the objections be overruled and that the scheme as advertised (Appendix B) be introduced, with the inclusion of the minor modifications at Chelmsford Street, Hope Street and Portland Street (Appendix D).

**Background**

In 2017, the City of Lincoln Council developed a new approach to working in neighbourhoods. The profile and needs of the Sincil Bank area were such that a decision was taken to focus resources on improvements here, working closely with the local community to identify a range of actions that would result in transformational change. One of the key aims is to reduce the high level of commuter parking in the area and the traffic movements this generates. This results in congested streets, restricted footpaths, busy rat runs and poor air quality, and has a negative impact on the quality of life for residents.

A scheme of environmental highway improvements is planned towards the end of next year to support this vision, and the proposed permit parking scheme is a step towards the regeneration of the area, supporting the community's aspiration to give streets back to local people and to promote shared spaces less dominated by traffic.

A formal request was received in 2018 from the City of Lincoln Council for an expansion of the permit parking scheme south of the city centre, to include the Sincil Bank area. Subsequently investigations took place to confirm if these streets would be eligible for such a scheme in line with County Council guidance. At this stage the area was spilt into 3

Zones, 5C, 5DW and 5DE. Surveys confirmed that available kerbside space for on street parking in Zones 5DW and 5C during the day was limited for residents owing to use of the area by non-residents. In July 2019 a questionnaire was sent to all properties within the proposed Zone 5C and Zone 5DW asking if residents would be in support of the introduction of a permit parking scheme. In accordance with the Council's guidance for District Council administered schemes, a majority of respondents must be in support for it to be viable. The results indicated that 64% were in favour in Zone 5C, and 57% in favour in Zone 5DW, enabling the scheme to be progressed. Zone 5DE did not meet the intervention levels regarding parking levels so a questionnaire was not sent out at that time. At a meeting with officers and the Portfolio Holder for Highways on 10<sup>th</sup> March 2020 it was agreed that a questionnaire consultation should be undertaken in Zone 5DE as this would be the most likely area for displaced parking to occur and that omitting it from the scheme would disadvantage residents here. The questionnaire consultation for Zone 5DE took place in October /November 2020 and was assessed in the same way as the other consultations for consistency. There was a majority of 57 % of those who responded being in favour.

Subsequently the Zone boundaries 5C, 5DW and 5DE were changed into Zones 5C and 5D. This meant that the Zones would be larger and divided by the bridges over Sincil Bank Drain and would provide a clearer boundary between the Zones, as shown at Appendix B. The results of the questionnaire consultation were reassessed in line with the revised zone boundaries and 60% of those who responded in Zone 5D were in favour of the scheme, which meets the required threshold for a permit parking scheme.

The proposed scheme will be operational from Monday to Saturday, 8am to 6pm. Dual use bays providing a two hour stay for non-permit holders and an unlimited period for permit holders will be introduced and a similar treatment is proposed for the existing limited waiting bays. There are some lengths of double yellow lines proposed as part of the scheme which in the main involve junction protection and accesses. The City of Lincoln Council, as the permit issuing authority, confirmed which properties within the Zone would be eligible for permits.

Statutory consultation for the traffic regulation order took place from 23 July to 20 August 2021. No adverse comments were received. The scheme was then publicly advertised from 22 September to 28 October, with each property in the Zone being sent a copy of the proposals.

## **Objections**

During the advertisement period 32 objections to the scheme were received. Various grounds for objection were referenced and these are itemised in more detail, along with officer's comments, at Appendix C.

Common themes of the objections are:

- That the cost of permits is an additional burden to residents who are already having difficulties because of wider economic circumstances, when the benefits of the scheme are negligible at best.

- That the limit of two annual permits (either two residents permits or one annual permit and an annual visitor permit) is not practical for families in the area, or houses of multiple occupation, which may affect decisions on employment and further education.
- That most of the area has available parking during the proposed times of operation at present and the scheme does nothing to address the issues of parking in the evenings and on Sundays.
- That the response to the questionnaires was low and that the actual number of people wanting a scheme in 2022, now details have been advertised, would be lower still.
- That the scheme is not being proposed to benefit residents, but as another means of the Council raising revenue.
- That businesses located in the area will be adversely affected as parking for staff is significantly reduced, as is that of customers. Businesses have also asked if the number of permits can be increased to be proportionate to staff levels, rather than be limited at two. Businesses have also commented that if staff need to pay to park, it may have an adverse effect on their viability.
- That the number of spaces available will be reduced by formal parking bays and that residents may be forced to park in different streets.
- That details of the proposals and how residents' parking schemes operate were difficult to understand.
- That press articles during the advertisement gave the impression that the scheme would be introduced regardless, which influenced the number of objections received.
- That properties ineligible for permits on Kesteven Street need to be included.
- That there needs to be more 2 hour parking in the area for visitors to residents and businesses.
- That some lengths of double yellow lines proposed need to be reassessed particularly in Bishop King Court, St Andrews Place and Hope Street.

### **Comments**

Any decision on this proposal will take into account the effect of increases in the costs borne by residents at this time and in the coming months. It is recognised that the scheme will have limitations in terms of provision for permit holders during the evenings. It is designed to exclude non-residents when there is demand from them during the day, but more space for residents and permit holders outside this time cannot be provided; neither does the scheme guarantee a parking space at any time. The concerns of businesses within the proposed zone have been noted, but the aim of the scheme is to give permit holders priority over commuters. There are alternative places to park both off and on street, although these may be less convenient and could incur costs for workers. Temporary parking is permitted on yellow lines for the purposes of loading and unloading of equipment should this be required. Parking by visitors and carers is provided for through the scheme's visitor permit system. The consultation exercise included details of the workings of the scheme and where additional information can be found. In terms of how information is presented on plans comments have been noted and this will be reflected in the information presented for similar schemes in the future. The charges for

permits are set at a level which covers the costs of administering the scheme and enforcing it. The City of Lincoln Council determines the costs of permits and the number of permits that can be purchased for each property. Their Parking Services Team have confirmed that the two-permit limit will not be increased. The City of Lincoln Council is also responsible for determining which properties would be eligible for permits and have been approached to see if further consideration can be given to those properties on Kesteven Street that were originally left out.

In recognition of feedback from some objectors a number of minor modifications to this scheme are proposed as shown at Appendix D. The details of these are:

- 1) Chelmsford Street: It is proposed to replace the No Waiting at Any Time restriction on the south side with an additional bay for permit holders.
- 2) Hope Street: It is proposed to replace the No Waiting at Any Time restriction on the west side with an additional bay for permit holders.
- 3) Portland Street: It is proposed to replace the permit holder only bays on both sides with dual 2 hour/permit holder bays.
- 4) Scorer Street: a request has been received for additional double yellow lines. In the context of the scheme, parking here will more likely be by residents only so it would be residents and their visitors who would be adversely affected by this change. It is therefore not recommended that this amendment is taken forward.

## **Conclusion**

In tandem with the proposed Zone 5C permit parking scheme, Zone 5D will contribute to ongoing initiatives to improve the environment in the Sincil Bank area. The provision of bays for permit holders and short-term parking only, restricts parking by non-residents and the additional traffic they generate. Although the scheme involves a cost to residents it may facilitate future improvements in the area which will deter through traffic further and deliver improved routes and safety for pedestrians and cyclists.

## **Consultation**

The following were consulted with regards to this proposal: Local Member, Lincolnshire Road Safety Partnership, Lincolnshire Police, City of Lincoln Council, Lincolnshire Fire & Rescue, East Midlands Ambulance Trust, Road Haulage Association, Freight Transport Association, Lincoln BIG and Lincoln City Football Club.

### **a) Risks and Impact Analysis**

See attached Equality Impact Assessment.



## Appendices

These are listed below and attached at the back of the report	
Appendix A	Site location
Appendix B	Detail of proposed restrictions
Appendix C	List of objections and comments
Appendix D	Proposed minor modifications to the scheme
Appendix E	Equality Impact Assessment

## Background Papers

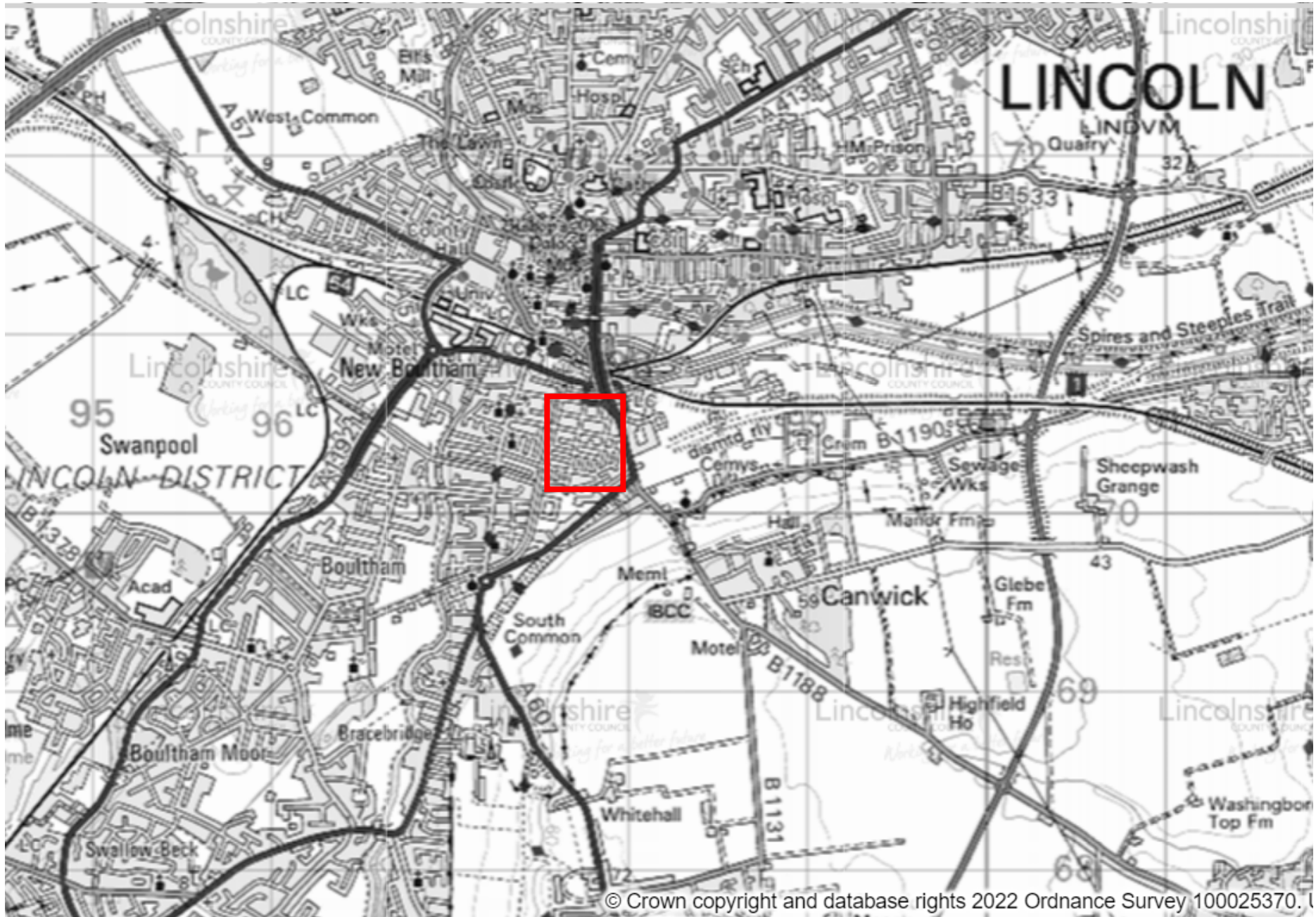
The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Assessment and survey information; Consultation documents and correspondence.	Available on request

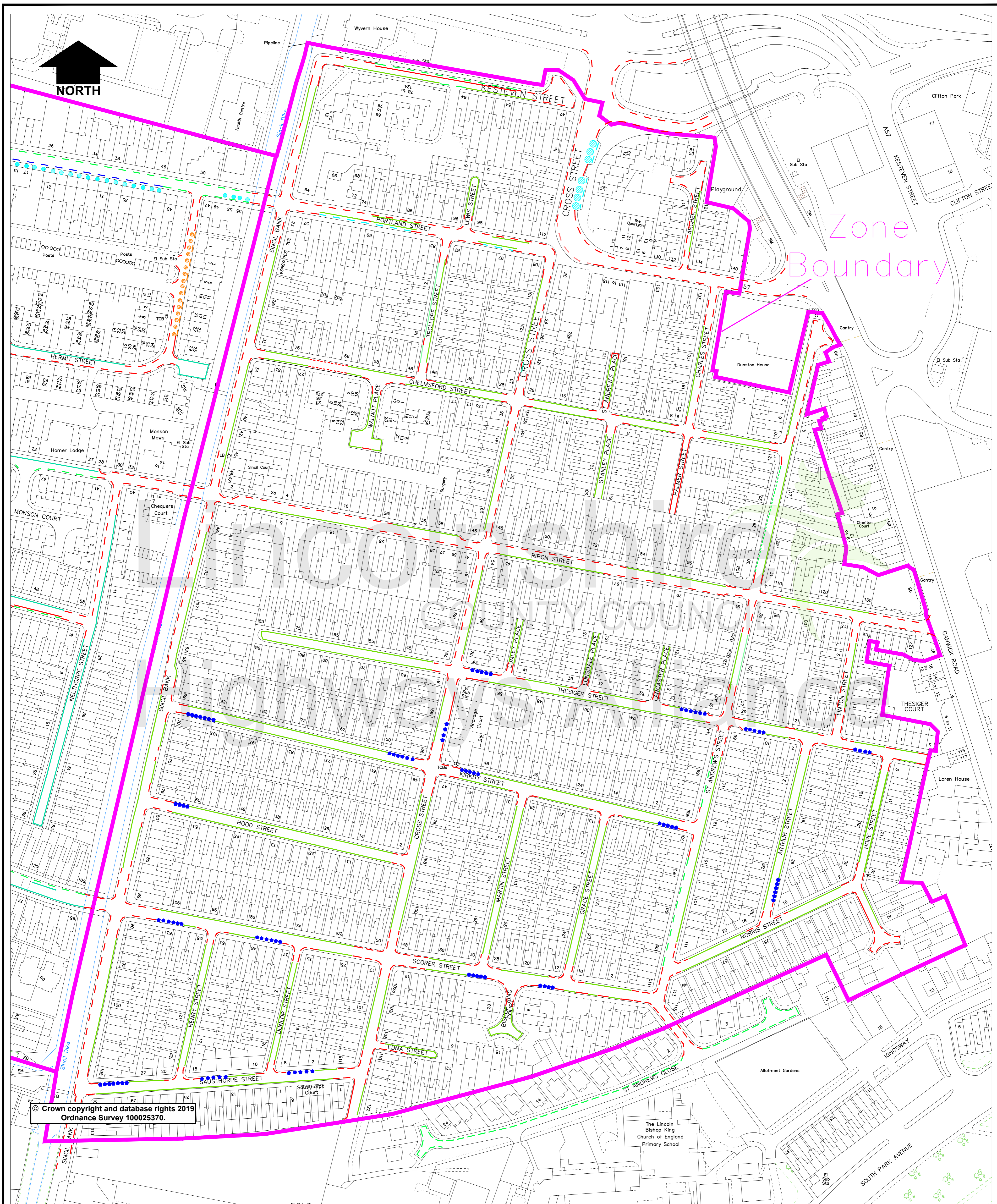
This report was written by Dan O'Neill, who can be contacted on 01522 782070 or TRO@lincolnshire.gov.uk.

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APPENDIX A – Site location : Lincoln, Proposed Permit Parking Scheme Zone 5D



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Ordnance Survey 100025370.

- Existing
- ..... No waiting at any time
- ..... No waiting Mon-Sat 8am-6pm
- ..... Goods vehicle loading bay
- ..... 1 hour limited waiting Mon-Sat 8am-6pm

- Proposed
- ..... Permit holders 5D only Mon-Sat 8am-6pm
- ..... No waiting at any time
- ..... No waiting Mon-Sat 8am-6pm
- ..... 1 hour limited waiting Mon-Sat 8am-6pm except permit holders 5D
- ..... 2 hours limited waiting Mon-Sat 8am-6pm except permit holders 5D

Rev.	Description	Drawn	Ch'kd	Auth	Date
0		DON			Jul 2022

**Lincolnshire**  
COUNTY COUNCIL  
**Highways Alliance**  
Lancaster House, 36 Orchard Street, Lincoln, LN1 1XX

Project: **Sincil Bank RPS**  
Appendix B  
Zone 5D  
D/SCH830/5D/2

Nov 16, 2022 - 9:42am G:\common\traffic Regulation\Schemes\Master Folder\DO NOT CHANGE\501-500\500 Sincil Bank RPS Scheme\CAD Drawings\Proposed 5D reworking on narrow roads.dwg

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## Appendix C

### Objections and Comments: Lincoln Sincil Bank permit parking Zone 5D

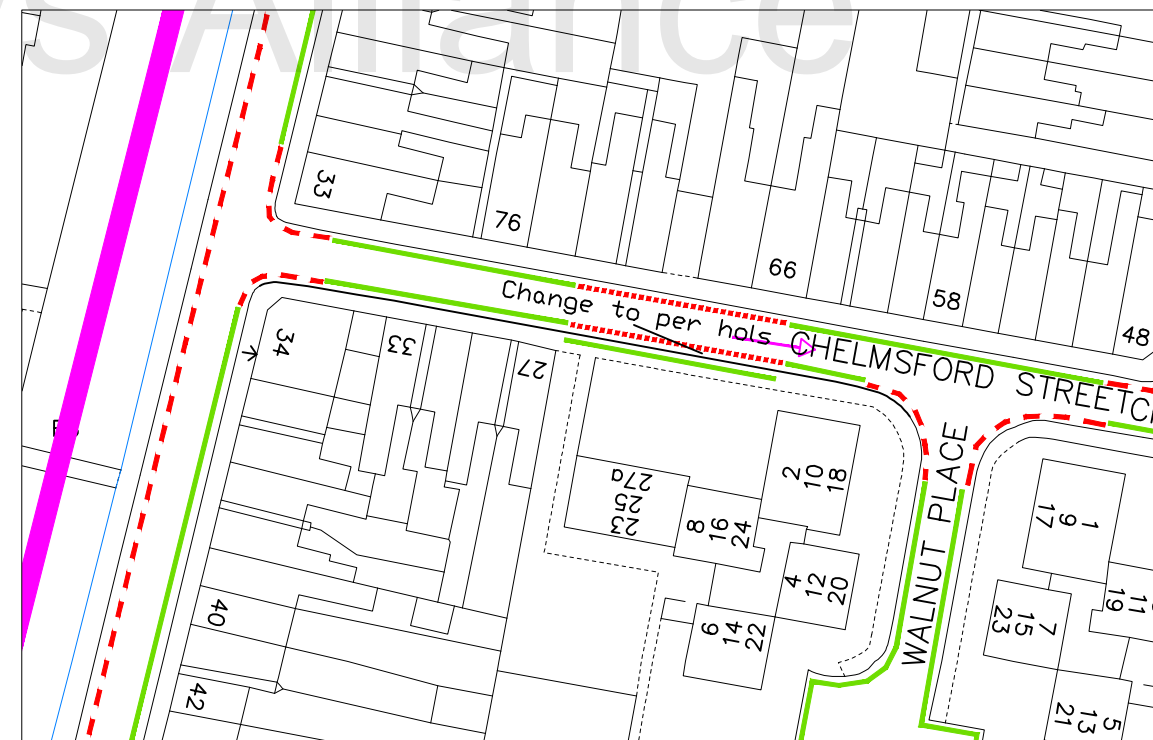
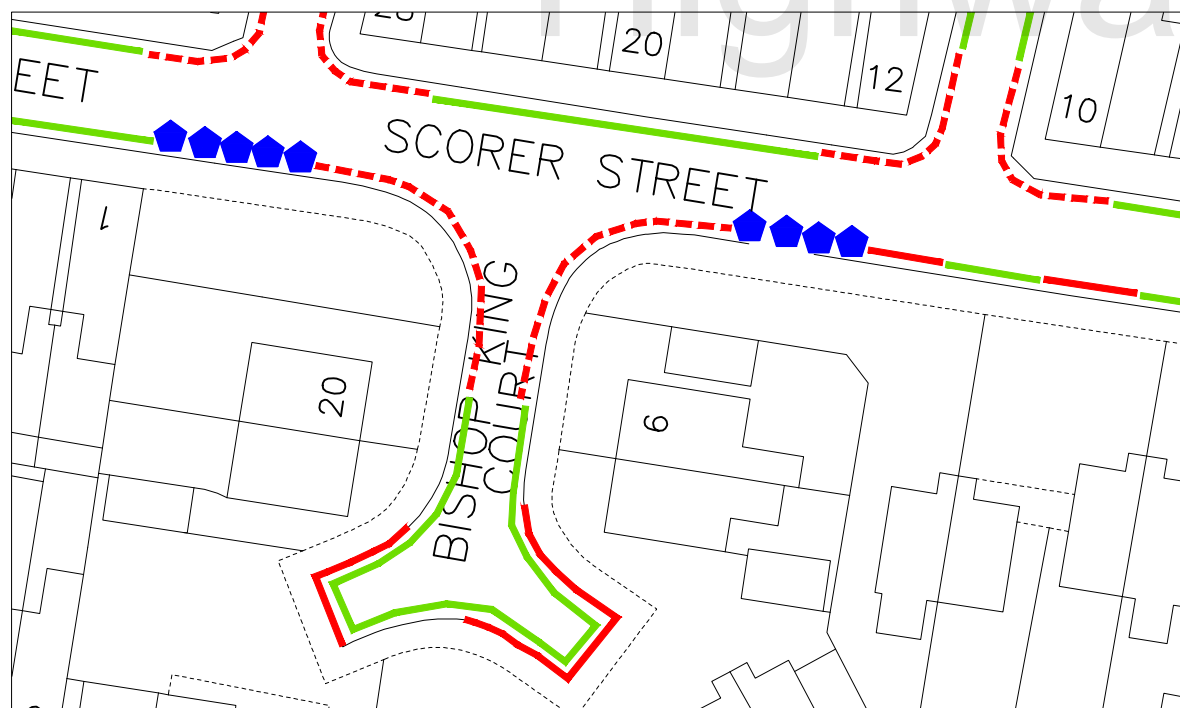
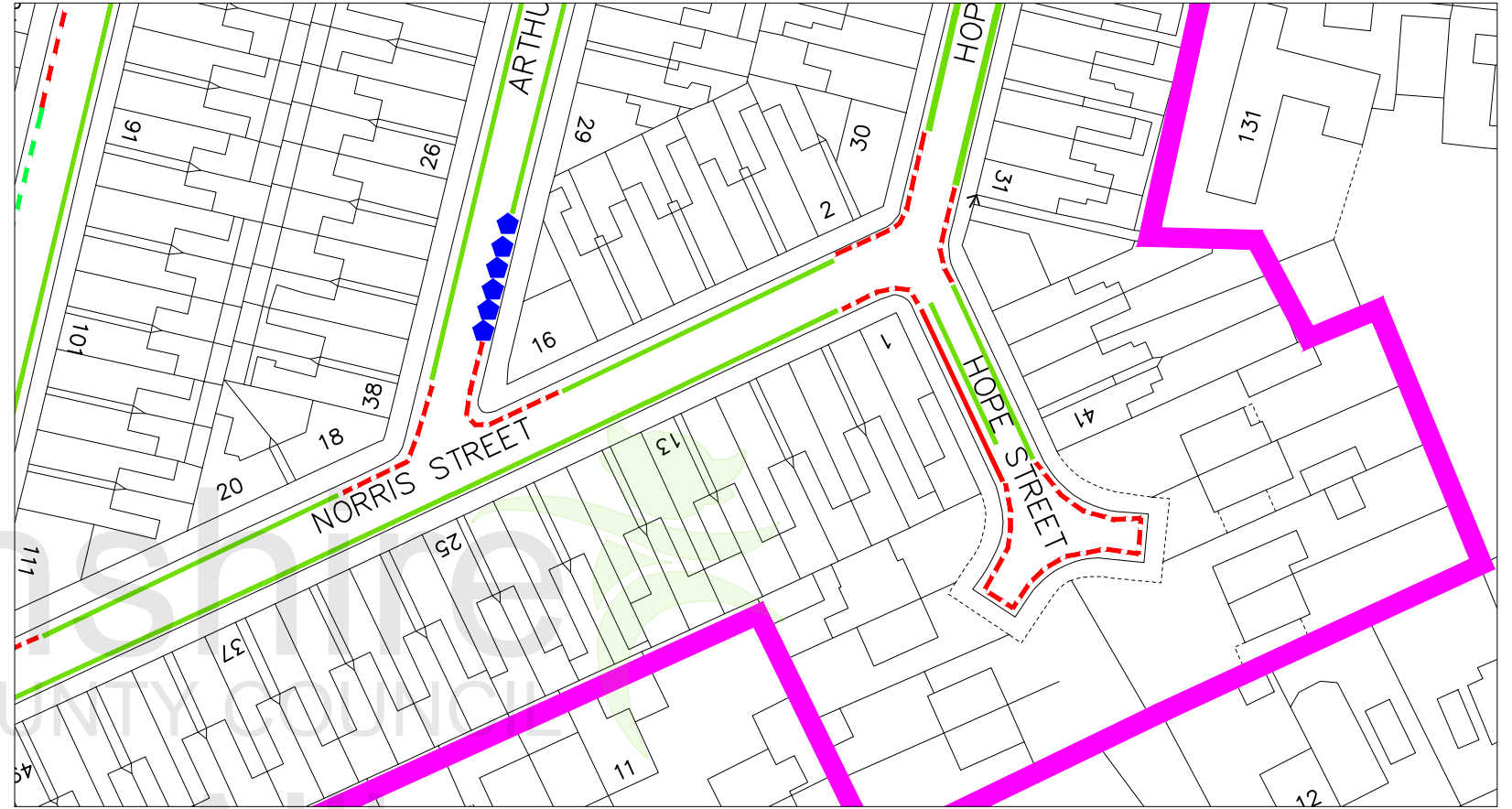
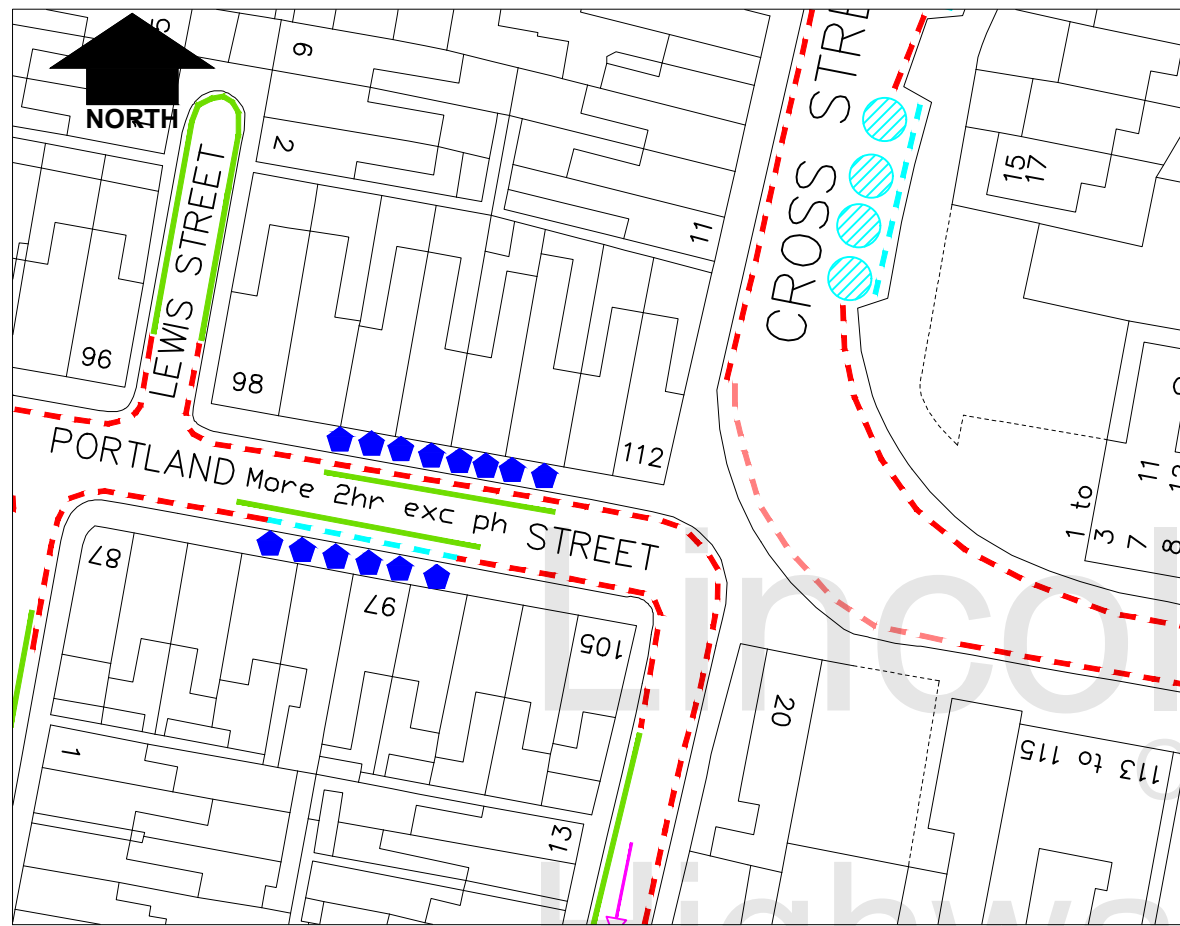
No of objections	Grounds for objection	Comment
12	There are no problems parking in the area and no reason for a scheme.	<p>The reasons for the scheme are outlined in the main body of the report.</p> <p>Residents parking schemes remove parking by third parties, whether they be working in the area, in the City Centre or shopping. This means residents have a greater opportunity to park within their Zone during its times of operation.</p> <p>City of Lincoln Council is responsible for the administration of the scheme, which means that they set the maximum number of permits per household and the level of charges for permits, as well as what permit types are available.</p> <p>It is up to the Planning and Regulation Committee to determine how to proceed following the consideration of the objections received.</p>
11	All prices are going up and the scheme will add to these issues as people will not have the money to pay for permits.	The Planning and Regulation Committee will determine how to proceed following the consideration of the objections received.
5	As parking is to be paid for a space should be guaranteed.	Residents parking schemes remove parking by third parties, whether they be working in the area, in the City Centre or shopping. This means residents have a greater opportunity to park within their Zone during its times of operation.
4	Serious concerns about how family, carers and friends will be able to visit	Limited waiting is being introduced within the proposed Zone and scratch cards will be available to residents to give to visitors with the conditions of use as specified by City of Lincoln Council.
7	Two annual permits is not enough as cars are needed to go to work.	<p>City of Lincoln Council have a maximum of two annual permits per property.</p> <p>Daily scratch cards or limited waiting may be used to facilitate parking by a third vehicle.</p> <p>Only City of Lincoln can charge this limit and have stated they will not.</p>
3	There will be a negative impact on staff working in the area as they may not find anywhere near to park or will need to pay.	<p>City of Lincoln Council operates several car parks.</p> <p>The introduction of the scheme would remove available all day on street parking from a number of workplaces in the area. This leaves people with a number of difficult choices to make on how best to get to work and park near to it.</p>
4	Negative impact on businesses in the area both for staff and customers. The scheme limits the amount of on street space available for customers and means staff have to park further away, either to pay to park or find a location with fewer parking restrictions.	<p>City of Lincoln Council operates several car parks.</p> <p>The introduction of the scheme would remove available all day on street parking from a number of workplaces in the area. This leaves people with a number of difficult choices to make on how best to get to work and park near to it.</p> <p>City of Lincoln Council sets the amount of business permits available within permit parking schemes.</p>

1	As students are not long-term residents it's unfair for them to pay for permits	City of Lincoln Council is responsible for the administration of the scheme, which means that they set the maximum number of permits per household and the level of charges for permits, as well as what permit types are available.
6	The scheme is just being proposed to raise revenue for the Council	The County Council will not derive income from permit sales.
2	People did not want the scheme or understand that it would not mean a guaranteed space to park	A reduction in parking by third parties would reduce the number of vehicles driving within the Zones looking for parking.
1	GDPR a concern as information on permits could lead to people being identified.	The objector provided examples whereby a permit holder can be traced if someone looks at the permit, remembers the vehicle it's in and visits the Zone shown on the permit.
1	No mention of hidden costs in terms of exemptions for builders and Penalty Charge Notices if permits are not displayed.	Links to information were provided in the letters sent to residents during the advertisement of the proposals.
1	£70 per PCN	This figure is reduced if paid within 14 days.
1	249 misinformed people agreed to the scheme whilst 6000 people live in the area.	Questionnaires were delivered to properties for a response by the household, not individuals. The questionnaires sent out were similar to those sent regarding other RPS schemes in Lincoln.
1	You can't get rid of residents parking once its' been put in.	The scheme should be reviewed.
2	All residents parking will do there is limit even more the 'free' spaces and risk a £70 parking invoice	There will be a reduction in the amount of on street parking places available. It is not as much as if parking bays were split into parking spaces. Some streets will not have formally marked bays as entry signs will state they are residents parking unless otherwise signed and lined.
1	You don't enforce the zones you have or the regulations you have.	Enforcement of the Zone can be adjusted.
1	The consultation should be redone every year as people may move into and out of the area and circumstances can change.	The scheme should be reviewed.
3	Information on the scheme was biased	
1	The plans circulated were too small a scale and not easy to follow.	In future large scale parking proposal plans should be made larger in scale concentrating on adjacent streets rather than representing the whole zone in a small scale on a single plan.
1	Street notices were inadequate and not maintained in position	Adequate street notices were erected and letters sent to properties within the Zone.
1	Nothing is mentioned about the 2 hour visitor slots, or the £1.70 per visitor cost, or the fact you need your id to get the permits, extra £5 if you want to take on the day, if your permit drops off the window in the hear/cold £70 parking ticket you can't get rid of, nor pay and bailiffs kicking your door in. Nobody is aware of this if you walk around the streets.	Information on permit charges and types was included in the questionnaire that was sent out in July 2019. If someone considers a PCN has been issued incorrectly they are able to appeal. The two hour parking bays will be clearly signed.



1	Why is there nobody on the Sincil Bank community site defending it, or giving any reasons for it?	It's up to individuals whether they wish to comment in any public forum.
1	The county council website says " in compliance with GDPR we will not identify properties either in favour or against the introduction of the scheme). But the questionnaire returns give the name and address of people.	The County Council will not identify properties either in favour or against the introduction of the scheme.
1	Can our local community officer, knock on doors and see how many people that want the RPS still live there and are they aware of the consequences for everyone else, just so they can park outside their own house?	The scheme is being proposed by Lincolnshire County Council, the local community officer works for City of Lincoln Council.
1	It should just be one Zone, why do they need to be different ones.	In this case the Sincil Bank Drain and its bridges forms a natural boundary between proposed Zones 5C and 5D. Zone 5C and 5B are separated by the High Street. The Zones are different sizes because of these boundaries.
1	How do I appeal against the proposals and the scheme	Objections will be considered by the County Council's Planning and Regulation Committee
1	Your friend comes round, to help you lift new double bed upstairs, etc etc, ' look at our new residents parking signs we have' Bloke goes out to his car after trapping his fingers between the bed and wall to a find a £70 parking invoice, nobody was expecting, no warning of that or the scratch card, utter shambles.	Loading and unloading is permitted. If someone considers a PCN has been issued incorrectly they are able to appeal
1	The residents parking allow you to park in council car parks, but not Broadgate	City of Lincoln Council administer and manage the permit scheme and the use of their car parks.
1	Should be available in local shops.	City of Lincoln Council administer and manage the permit scheme.
1	The permits must be ordered through City Hall and a bank card is needed, why is this?	City of Lincoln Council administer and manage the permit scheme.
1	Disabled people should not get free permits.	City of Lincoln Council administer and manage the permit scheme.
1	There is no guarantee that charges won't go up.	City of Lincoln Council administer and manage the permit scheme.
1	House values will go down.	There are a number of factors which affect house prices and it is difficult to determine whether a parking scheme has either a positive or negative effect.
1	If the aim is to deter shoppers and workers parking in neighbouring streets, the council should look at reducing the car park charges and enticing their use.	Car park charges at City of Lincoln car parks are a matter for that authority.
1	The scheme is open to abuse because with a visitor's permit, anyone can park	The administration of the scheme is done by City of Lincoln Council
2	According to the Lincolnshire.gov.uk website, 30% of eligible addresses must reply to a consultation and 66% must be in favour. Neither of these conditions have been met so this scheme should not be going ahead anyway.	The questionnaire was undertaken in 2019 when the policy in place needed a simple majority of the responses received and there was no minimum response level.

2	Does not help with football parking	There will be some effects when matches take place on Saturdays, but less effect for evening or Sunday fixtures
1	The Sincil Bank community news was misleading	The publication concerned is not a County Council document.
1	The Lincolnshire Echo article said the scheme was coming in during April 2023. This invalidates the consultation process.	The County Council had no input in the article concerned.
1	More double yellow lines to protect access in Bishop King Court	See Appendix D
2	Proposed double yellow lines on Hope Street, particularly on the western side leading to the turning head will create difficulties for residents as parking is being lost.	See Appendix D
1	More addresses on Kesteven Street should be eligible	City of Lincoln Council make the decision on eligibility and have been approached.
2	Will cause difficulties for landlords of rental properties and their tenants. This is in terms of maintenance for properties and desirability for tenants.	The City of Lincoln's website has information available so people can see how the permit scheme would work.
3	Too many HMOs and flats in the area has created parking issues. The scheme will make no difference to parking within this area because the issue is the number of cars per household in an area not designed for that number of cars.	The scheme will have little impact outside the times of operation.
1	Proposed double yellow lines at end of St Andrews Place not needed.	See Appendix D
1	Illegal parking by disabled badge holders on match days needs to be enforced where they park around junctions.	Parking Services will be informed of this concern
1	The scheme is a scam which has been and is being forced through.	It is up to the Planning and Regulation Committee to determine how to proceed following the consideration of the objections received.



- Existing
- No waiting at any time
- No waiting Mon-Sat 8am-6pm
- Goods vehicle loading bay
- 1 hour limited waiting Mon-Sat 8am-6pm

- Proposed
- Permit holders 5D only Mon-Sat 8am-6pm
- No waiting at any time
- No waiting Mon-Sat 8am-6pm
- 1 hour limited waiting Mon-Sat 8am-6pm except permit holders 5D
- 2 hours limited waiting Mon-Sat 8am-6pm except permit holders 5D

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Ordnance Survey 100025370.

Rev.	Description	Drawn	Ch'kd	Auth	Date
Project: Sincil Bank RPS					
Status: Project No.					
Drawing Title: Zone D Changes suggested during advert					
Scale: NTS		Drawn: DON		Date: Nov 22	
Drawing No. Appendix D		Ch'kd:		Date:	
Rev. 0		Auth:		Traced:	

**Lincolnshire**  
COUNTY COUNCIL  
**Highways Alliance**  
Lancaster House, 36 Orchard Street,  
Lincoln, LN1 1XX

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## Equality Impact Analysis to enable informed decisions

### The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

## **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

## Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

Page 71

**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

<b>Title of the policy / project / service being considered</b>	Traffic Regulation Order to introduce permit only parking bays in various streets, Sincil Bank, Lincoln (Zone 5D)	<b>Person / people completing analysis</b>	Jeanne Gibson, Programme Leader Minor Works & Traffic
<b>Service Area</b>	Place Highways Asset	<b>Lead Officer</b>	Jeanne Gibson
<b>Who is the decision maker?</b>	Planning and Regulation Committee	<b>How was the Equality Impact Analysis undertaken?</b>	By review
<b>Date of meeting when decision will be made</b>	05/12/2022	<b>Version control</b>	1.0
<b>Is this proposed change to an existing policy/service/project or is it new?</b>	New	<b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b>	Directly delivered
<b>Describe the proposed change</b>	The traffic regulation order proposes to introduce bays available to permit holders only within the existing unrestricted sections of a number of streets in the Sincil Bank area of Lincoln.		



### **Evidencing the impacts**

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### **Data to support impacts of proposed changes**

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

**Positive impacts**

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state '*no positive impact*'.

<b>Age</b>	No positive impact
<b>Disability</b>	Restriction of non permit holders in the area by virtue of this scheme will reduce competition for on street parking space and therefore parking closer to a resident's property is more likely. Blue Badge holders will be eligible for a free parking permit for the proposed zone.
<b>Gender reassignment</b>	No positive impact
<b>Marriage and civil partnership</b>	No positive impact
<b>Pregnancy and maternity</b>	No positive impact
<b>Race</b>	No positive impact
<b>Religion or belief</b>	No positive impact

<b>Sex</b>	No positive impact
<b>Sexual orientation</b>	No positive impact

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

**Adverse/negative impacts**

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

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<b>Age</b>	No perceived adverse impact
<b>Disability</b>	No perceived adverse impact
<b>Gender reassignment</b>	No perceived adverse impact
<b>Marriage and civil partnership</b>	No perceived adverse impact
<b>Pregnancy and maternity</b>	No perceived adverse impact

<b>Race</b>	No perceived adverse impact
<b>Religion or belief</b>	No perceived adverse impact
<b>Sex</b>	No perceived adverse impact
<b>Sexual orientation</b>	No perceived adverse impact

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**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [engagement@lincolnshire.gov.uk](mailto:engagement@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

### Objective(s) of the EIA consultation/engagement activity

The traffic regulation order required to introduce the scheme has been subject to a statutory process of consultation and public advertisement .

**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

<b>Age</b>	
<b>Disability</b>	
<b>Gender reassignment</b>	
<b>Marriage and civil partnership</b>	
<b>Pregnancy and maternity</b>	
<b>Race</b>	
<b>Religion or belief</b>	

<b>Sex</b>	
<b>Sexual orientation</b>	
<b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b> The purpose is to make sure you have got the perspective of all the protected characteristics.	The public advertisement of these proposals was open to all to submit comments and representations.
<b>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</b>	Should the scheme be implemented its effects can be monitored.



## Further Details

<b>Are you handling personal data?</b>	<p>Yes</p> <p>If yes, please give details.</p> <p>Comments and representations received from the public may contain personal data.</p>
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Actions required	Action	Lead officer	Timescale
Include any actions identified in this analysis for on-going monitoring of impacts.	Monitoring of the effects of the change to parking arrangements in the Sincil Bank area.	Jeanne Gibson	12 months from operable date of Order.

Version	Description	Created/amended by	Date created/amended	Approved by	Date approved
1.0	Lincoln, Sincil Bank, various streets – proposed residents permit scheme	J Gibson	14/11/22		

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