



# Oxfordshire County Council

## Equalities Impact Assessment

Restricting access to County Hall car park

8 June 2026

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Section 1: Summary details

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| <b>Directorate and Service Area</b>                                                                                                                                                                                                                                         | Property and Assets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>What is being assessed</b><br>(e.g. name of policy, procedure, project, service or proposed service change).                                                                                                                                                             | County Hall Car Parking Policy / restricting access to County Hall car park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Is this a new or existing function or policy?</b>                                                                                                                                                                                                                        | New policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Summary of assessment</b><br>Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community?<br>(following completion of the assessment). | This assessment considers the proposed County Hall Car Parking Policy, which would limit access for staff and councillors to operational need, Blue Badge holders, and short-term health or accessibility need. The policy is intended to manage limited parking capacity on a fair and consistent basis while supporting sustainable travel and wider climate objectives. The assessment identifies a positive impact for disabled staff and councillors, and others with temporary health or mobility-related need. It also identifies potential adverse impacts for some staff and councillors with limited travel alternatives, including some carers, pregnant people and people travelling from areas with limited public transport, where they do not meet the eligibility criteria. These impacts can be mitigated through clear criteria, a proportionate application process, provision for temporary need, and regular review. There are also significant alternative transport options within the city centre, which reduces the need for private vehicle use for those who do not meet the eligibility criteria. |
| <b>Completed By</b>                                                                                                                                                                                                                                                         | Emily Schofield, Head of Public Affairs and Strategy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Authorised By</b>                                                                                                                                                                                                                                                        | Director of Property and Assets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Date of Assessment</b>                                                                                                                                                                                                                                                   | 8 June 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## Section 2: Detail of proposal

|                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Context / Background</b></p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>                                                                                                                               | <p>Parking at County Hall is a limited resource and should be managed actively in order to reduce unnecessary car journeys, support sustainable travel choices, ensure fair access for disabled staff and councillors, and others with health needs, and prioritise operational activity where vehicle use is essential. The proposal therefore introduces a formal policy to provide a clear and consistent framework for allocation and review.</p>                                                                                                                                                                                                                                                                   |
| <p><b>Proposals</b></p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>                                                                                                                                                                        | <p>The proposal is to adopt the County Hall Car Parking Policy and to delegate implementation and ongoing management to the Director of Property and Assets. Parking access would be limited to three categories: operational need, Blue Badge holders, and short-term health or temporary accessibility need. The policy also introduces a structured application, assessment and review process, with time-limited access where appropriate and monitoring arrangements to support compliance. This approach provides a clear, consistent and transparent basis for allocating a limited resource, while balancing operational requirements, accessibility needs, fairness and the council's climate commitments.</p> |
| <p><b>Evidence / Intelligence</b></p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities</p> | <p>This assessment is informed by the Cabinet Member report and by internal consultation with HR, Property and relevant service areas. The report identifies the need to support disabled staff and councillors, and others with health needs, the importance of prioritising essential operational use, and the council's strategic objectives relating to climate action, fairness, inclusion, health and wellbeing. The proposed mitigations include clear eligibility criteria, consideration of alternative travel options, time-limited access for temporary need, regular review, and monitoring of use and misuse.</p>                                                                                          |

|                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| <p>or groups and our ability to deliver our equality commitments.</p>                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Alternatives considered / rejected</b></p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p> | <p>Alternative approaches would include retaining current arrangements without a formal policy, allowing broader general access to parking, or allocating spaces on a less structured basis. These options were not taken forward because they would be less transparent, less equitable and less effective in supporting the council's wider strategic priorities. They would also provide less support for the council's climate objectives and increase the risk of inconsistent decision-making or perceived unfairness. A fully restrictive approach, without provision for accessibility, operational need or temporary health circumstances, was also not considered appropriate because it would disadvantage individuals with legitimate need.</p> |

### Section 3: Impact Assessment - Protected Characteristics

| Protected Characteristic                | No Impact                           | Positive                            | Negative                 | Description of Impact                                                                                                                                                                                           | Any actions or mitigation to reduce negative impacts                                            | Action owner* (*Job Title, Organisation)                    | Timescale and monitoring arrangements                                 |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>Age</b>                              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No specific impact identified. The policy applies on the basis of need rather than age.                                                                                                                         | Ensure criteria are based on objective need and communicated clearly.                           | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.            |
| <b>Disability</b>                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Positive impact. The policy prioritises Blue Badge holders and short-term health or accessibility need, supporting fair access for disabled staff and councillors with mobility or health-related requirements. | Maintain accessible spaces, provide a clear application process and review decisions regularly. | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation, allocation reviews and policy review. |
| <b>Gender Reassignment</b>              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No specific impact identified. The policy applies on the basis of operational, disability or temporary health need rather than gender identity.                                                                 | Ensure applications are handled sensitively, confidentially and consistently.                   | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.            |
| <b>Marriage &amp; Civil Partnership</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No specific impact identified. Eligibility is unrelated to                                                                                                                                                      | Apply the criteria consistently.                                                                | Director of Property and                                    | Monitor through implementation                                        |

| Protected Characteristic         | No Impact                           | Positive                            | Negative                 | Description of Impact                                                                                                                                           | Any actions or mitigation to reduce negative impacts                                                  | Action owner* (*Job Title, Organisation)                    | Timescale and monitoring arrangements                               |
|----------------------------------|-------------------------------------|-------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------|
|                                  |                                     |                                     |                          | marriage or civil partnership status.                                                                                                                           |                                                                                                       | Assets, Oxfordshire County Council                          | and periodic policy review.                                         |
| <b>Pregnancy &amp; Maternity</b> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Positive impact where pregnancy gives rise to temporary mobility or health-related need, as the policy allows short-term access on the basis of temporary need. | Ensure guidance recognises pregnancy-related temporary need and provides a clear application process. | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and review of temporary allocations. |
| <b>Race</b>                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No specific impact identified. The policy applies on the basis of need and operational criteria rather than race, ethnicity or nationality.                     | Ensure guidance is clear, accessible and consistently applied.                                        | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.          |
| <b>Sex</b>                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No specific impact identified. The criteria are not based on sex.                                                                                               | Apply objective criteria and review any unintended impacts.                                           | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.          |

| Protected Characteristic  | No Impact                           | Positive                 | Negative                 | Description of Impact                                                                   | Any actions or mitigation to reduce negative impacts      | Action owner* (*Job Title, Organisation)                    | Timescale and monitoring arrangements                      |
|---------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------|
| <b>Sexual Orientation</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No specific impact identified. The policy criteria do not relate to sexual orientation. | Apply the policy consistently and use inclusive language. | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review. |
| <b>Religion or Belief</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No specific impact identified. Eligibility is unrelated to religion or belief.          | Apply the criteria consistently and review any feedback.  | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review. |

### Section 3: Impact Assessment - Additional Community Impacts

| Additional community impacts | No Impact                           | Positive                 | Negative                            | Description of impact                                                                                                                                                                                   | Any actions or mitigation to reduce negative impacts                                                               | Action owner<br>(*Job Title, Organisation)                  | Timescale and monitoring arrangements                           |
|------------------------------|-------------------------------------|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------------------------|
| <b>Rural communities</b>     | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential adverse impact for some staff and councillors travelling from rural areas with limited public transport, where they do not meet the eligibility criteria.                                     | Provide clear communication on alternative travel, apply the criteria consistently and review impacts in practice. | Director of Property and Assets, Oxfordshire County Council | Review after implementation using feedback and allocation data. |
| <b>Armed Forces</b>          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | No specific impact identified. The policy applies on the basis of need and operational requirement rather than Armed Forces status.                                                                     | Apply the criteria consistently and monitor for unintended impacts.                                                | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.      |
| <b>Carers</b>                | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential adverse impact for some carers where caring responsibilities make public transport or active travel more difficult but do not fall within the eligibility criteria for staff and councillors. | Keep the policy under review and consider any exceptional temporary circumstances within the approved framework.   | Director of Property and Assets, Oxfordshire County Council | Review after implementation alongside staff feedback.           |

| <b>Additional community impacts</b>                                                  | <b>No Impact</b>                    | <b>Positive</b>          | <b>Negative</b>                     | <b>Description of impact</b>                                                                                                                                        | <b>Any actions or mitigation to reduce negative impacts</b>                                                                        | <b>Action owner</b><br>(*Job Title, Organisation)           | <b>Timescale and monitoring arrangements</b>                                                  |
|--------------------------------------------------------------------------------------|-------------------------------------|--------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <b>Areas of deprivation</b>                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | No specific impact identified. The proposal relates to staff and councillors parking at County Hall and is not expected to affect people by area-level deprivation. | Keep impacts under review through staff feedback and policy review.                                                                | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.                                    |
| <b>Refugees, Asylum seekers and Undocumented migrants (i.e. vulnerable migrants)</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | No specific impact identified. The proposal relates to staff and councillors parking at County Hall and does not differentiate by migration status.                 | Ensure guidance is clear and decisions are based on the policy criteria.                                                           | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review.                                    |
| <b>Socio-Economic Duty</b>                                                           | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential adverse impact for some lower-income staff and councillors if loss of parking access results in higher costs, longer journeys or reduced flexibility.     | Provide clear communication, signpost travel support and review any disproportionate impact on lower-income staff and councillors. | Director of Property and Assets, Oxfordshire County Council | Review after implementation using staff feedback and any available travel impact information. |

### Section 3: Impact Assessment - Additional Wider Impacts

| Additional Wider Impacts      | No Impact                | Positive                            | Negative                            | Description of Impact                                                                                                                                                                                                                                                                       | Any actions or mitigation to reduce negative impacts                                                 | Action owner* (*Job Title, Organisation)                    | Timescale and monitoring arrangements                                 |
|-------------------------------|--------------------------|-------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>Staff and councillors</b>  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Mixed impact. The policy improves fairness and clarity and supports staff and councillors with disability or temporary health needs. However, some staff and councillors may be adversely affected where they no longer meet the eligibility criteria and have limited travel alternatives. | Provide clear communication, apply transparent criteria and monitor impact following implementation. | Director of Property and Assets, Oxfordshire County Council | Monitor during rollout and review within 12 months of implementation. |
| <b>Other Council Services</b> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Positive impact where services requiring essential vehicle use are prioritised, supporting operational delivery.                                                                                                                                                                            | Keep operational criteria under review to ensure they remain aligned to service need.                | Director of Property and Assets, Oxfordshire County Council | Ongoing through allocation and service feedback.                      |
| <b>Providers</b>              | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Mixed impact. The policy improves fairness and clarity and supports visitors with disability or temporary health needs. However, some visitors                                                                                                                                              | Provide clear communication, apply transparent criteria and monitor impact following implementation. | Director of Property and Assets, Oxfordshire                | Monitor through implementation and periodic policy review.            |

| Additional Wider Impacts           | No Impact                | Positive                            | Negative                 | Description of Impact                                                                                                                | Any actions or mitigation to reduce negative impacts             | Action owner* (*Job Title, Organisation)                    | Timescale and monitoring arrangements                      |
|------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------|
|                                    |                          |                                     |                          | may be adversely affected where they no longer meet the eligibility criteria and have limited travel alternatives.                   |                                                                  | County Council                                              |                                                            |
| <b>Social Value</b> <sup>[1]</sup> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Positive indirect impact as it supports environmental objectives by reducing unnecessary car use and prioritising need-based access. | Monitor to balance environmental and inclusion aims in practice. | Director of Property and Assets, Oxfordshire County Council | Monitor through implementation and periodic policy review. |

## Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

|                                      |                                        |
|--------------------------------------|----------------------------------------|
| <b>Review Date</b>                   | <b>June 2027</b>                       |
| <b>Person Responsible for Review</b> | <b>Director of Property and Assets</b> |
| <b>Authorised By</b>                 | <b>Director of Property and Assets</b> |