



EQUALITY IMPACT ASSESSMENT

<p>Name of Sponsor</p> <p>Name of Author</p> <p>Description of proposal being analysed</p>	<p>Jon Lee</p> <p>Donna Phillips</p> <p>Remodelling of Policing Services within Cambridge City which is two fold: 1) Retaining a city centre police station to deliver city centre neighbourhood policing, public facing enquiry office and overseas registration function; and 2) Transfer all other services, including custody, investigations, non-city centre neighbourhood policing and response to an alternative site on the outskirts of Cambridge for the south of the county.</p> <p>Any facilities would be built/adapted taking into account all buildings regulations and to comply with all DDA regulations.</p>
<p>Date EQIA started</p> <p>Date EQIA finished</p>	<p>21 June 2019</p> <p>Reviewed 15 October 2020</p>

This Equality Impact Assessment is being undertaken as a result of:

- A result of organisational change
- Part of a project proposal

Note – For ease of use of this document , we will refer to all of the above as “proposal”

STEP 1 – Relevance

The general duty is set out in section 149 of the Equality Act 2010. In summary, those subject to the Equality Duty must have **DUE REGARD** to the need to:

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and
- foster good relations between different groups.

Authors have a statutory requirement to have **DUE REGARD** to the relevant protected characteristics shown below, whilst taking a common sense approach

- age
- disability
- gender reassignment
- marriage & civil partnership*
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

*marriage and civil partnership – the analysis applies only to the elimination of unlawful discrimination, harassment and victimisation.

Additional guidance can be found by accessing the EHRC website: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

Does this proposal have a direct impact on people who:	a) are any part of the Police workforce (including volunteers)?	YES
	b) reside in any part of England and Wales	YES
If NO to both questions	<i>Explain why and give rational</i> N/a	
If Yes to either question	Continue through to Step 2	

STEP 2 – Consultation / Engagement

You should engage with those people who have an interest in how you carry out your work generally, or in a particular proposal. This may include former, current and potential service users, staff, staff equality groups, trade unions, equality organisations and the wider community. In deciding who to engage, you should consider the nature of the proposal and the groups who are most likely to be affected by it.

The proposal owner (Sponsor/Author) must be satisfied that consultation / engagement will take place with the relevant business lead and stakeholders.

This **MUST** include engagement with the following relevant groups:

Equality and Diversity Specialist
 Staff Associations
 Staff Support Groups
 Relevant community groups and members of the public

In addition, consider who else should you consult with internally and externally?

Feedback has been received from internal staff, staff associations, partners, consultants, key external stakeholders, internal stakeholders and project board members as per below. Feedback was also received through the site specific public consultation. All feedback has been reviewed and incorporated into the document versions and is tracked via a matrix to show where it was received from and what the feedback was.

Internal consultees:

Unison, Police Federation, Christian Police Association, Nexus – LGBT+ network, Disability Support Network, Equality and Inclusion Advisor, Unity, Fusion Womens network, Buddhist network, CSPA Board members, internal stakeholders via a series of engagement workshops

External Consultees:

Equality and Anti Poverty Officer – Cambridge City Council, Built Environment Communications Group, Pick Everard, Wates Construction, Key stakeholders via a stakeholder briefing, site specific public consultation

In addition the EqlA has been published on the OPCC website for public viewing, and any future amended versions will also be published.

Who might be affected?

Does what you are considering further the aims of the general duty, to

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and
- foster good relations between different groups.

Identify the risks and benefits where applicable, according to the different characteristics.

	Positive Impact or Benefits	Negative Impact or Risks
Age (<i>Consider elderly or young people</i>)	<p>Connectivity</p> <p>Travel to and from the new city centre station will be dependant on identified location and will be reviewed as part of the process to identify an appropriate site. A specific EqlA will be written for the new city centre once location is known.</p> <p>The travel options for the new site have been captured in a transport assessment and travel plan, submitted with the planning application. The EqlA will be reviewed following a confirmed planning decision.</p>	<p>Connectivity</p> <p>Some age groups may have less access to their own vehicle/transport, such as older people who no longer drive, or young people who either do not drive or have no access to a vehicle. This may lead to a reliance on public transport for these groups if they need to visit the new station.</p> <p>The new site will be outside the city but travel options to the proposed site by road will be good. At the preferred site there is a park and ride with regular buses to and from the city centre next to the site and other buses that have local stops to Milton. These buses are all timetabled and do not run 24 hours a day.</p>

	<p>An enquiry office will remain in the city centre station co-located with the neighbourhood policing team for ease of access to the public.</p> <p>Risk assessments are completed for all released detainees including travel options dependant on the time of day. The assessment takes into account the age of the detainee and any specific risk to the individual or the community.</p> <p>Accessibility</p> <p>Once the location of the new city centre station is identified all appropriate actions will be taken to ensure full compliance with DDA regulations to facilitate access by all members of the public/staff and all affected protected groups.</p> <p>Both facilities will be built or adapted taking into account building regulations and to comply with all DDA regulations, including door widths and floor/access levels, signage, contact etc. Older visitors to the site may have more disabilities or mobility limitations that need to be accommodated.</p> <p>For the new site outside the city centre all visitors to the site will be accommodated by a fully accessible DDA compliant access/entrance, including standard and low level seating to facilitate access for all age groups.</p> <p>Seating in the entrance waiting area will be mixture of arms and open seats to accommodate moving/mobility issues plus space for wheelchairs and mobility scooters. All signs will be clear and easy to read and suitable provision will be made for those with sight or hearing difficulties.</p> <p>The custody facility will include accessible cells with raised beds and toilets and accessible shower facilities for anyone</p>	<p>Increased travel times outside of public transport availability could have an adverse affect on young or elderly visitors/detainees and also on those with young children.</p>
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	<p>with mobility issues, and specific juvenile cells to accommodate young detainees.</p> <p>Access for all professional and public visitors to the custody area will be accompanied from the security gates and will be via a level walkway with mixed seating within the secure waiting area.</p> <p>The confidential charge desk areas will provide dignity, privacy and respect for those being booked in to share personal details to be taken into account whilst in custody. The charge desk will include a low level desk for any wheelchair users. There will also be a separate discreet/accessible charge area for those with mobility issues or vulnerabilities.</p> <p>There is a positive benefit from the proposal that there the services provided at the new and city centre facilities are no different, i.e. this is a re-provision of services across two centres with changes to the locations. There is an improvement of working environment for all regardless of age.</p> <p>Building Design</p> <p>Modern ventilation and heating systems will provide a healthier and balanced environment for all staff, detainees and visitors regardless of age.</p> <p>Corridors within custody will be wide enough for non ambulatory access.</p>	
<p>Disability Groups <i>(Consider physical, sensory, cognitive, mental health)</i></p>	<p>Accessibility</p> <p>Once identified the new city centre station will be adapted as required/necessary to ensure it is compliant with all DDA regulations for access/contact.</p>	<p>Connectivity</p> <p>The new site will be outside the city but travel options to the proposed site by road will be good. At the preferred site there is a park and ride with regular buses next to the site and other</p>

<p><i>issues or learning difficulties)</i></p>	<p>At the new site outside Cambridge the confidential charge desk areas will provide dignity, privacy and respect for those being booked in to share personal details to be taken into account whilst in custody. The charge desk will include a low level desk for any wheelchair users. There will also be a separate discreet/accessible charge area for those with mobility issues or vulnerabilities.</p> <p>Seating in the entrance waiting area will be a mixture of arms and open seating with space for wheelchairs and mobility scooters.</p> <p>All signage will be clear and will be compliant in colours for those with sight issues and there will be assistance for anyone with hearing difficulties.</p> <p>Dedicated staff disabled parking spaces will be adjacent to the staff side entrance with a clear path and dropped kerb on the approach to the door. The visitor car parking includes two visitor disabled spaces to the side of the main front entrance and walkway with dropped curb access.</p> <p>Further visitor parking is available nearer to the custody entrance and the property store, allowing for easier access to these. The parking includes two disabled parking spaces.</p> <p>Risk assessments are completed for all released detainees including travel options dependant on the time of day. The assessment takes into account any disability or mobility issues and any vulnerabilities of the detainee and any specific risks to the individual or the community.</p> <p>Building Design</p>	<p>buses that have local stops to Milton. These buses are all timetabled and do not run 24 hours a day.</p> <p>Increased travel times outside of public transport availability could have an adverse affect on those with disabilities, mental health issues or other vulnerabilities.</p>
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The new site will be designed and built to building regulations and will be fully DDA compliant including door widths and floor levels/access.

The custody provision will follow Home Office Design guide and will provide bespoke facilities for full disabled access, with accessible charge desk, cells, toilets and shower/washing area.

The guidance is written to ensure maximum safety for detainees and staff to accommodate disabilities and prevent ill-health.

Modern ventilation and heating systems will provide a healthier and balanced environment for all staff, detainees and visitors.

A better environment is likely to have a positive impact on the behaviour of detainees reducing the number of assaults on officers and staff and the need to use force in custody.

Additional features will be incorporated into the design and finish that will have positive impacts on the behaviour of detainees, (including colours, lighting and digital clocks) that will improve the surroundings for those with autistic or learning issues or other vulnerabilities.

Any intercom/telephony contact systems will be placed at a suitable height to ensure access for all.

The building design includes accessible toilets, shower and a lift to the upper floor.

Connectivity

The location of the facility has been mapped to optimise travel time to within 30 minutes from point of arrest for detainees as far as is possible. This will minimise the risk of transporting

	<p>detainees in confined spaces, particularly those that are vulnerable if they are under the influence of alcohol or drugs, have disabilities or mental health issues and reduce operational risk.</p>	
<p>Gender Reassignment (<i>Consider transgender, Transsexual, Intersex</i>)</p>	<p>Building Design</p> <p>There will be separate male and female toilets and one toilet designated as gender neutral on each floor so there will be a choice of facilities to use.</p> <p>The shower facilities for staff and detainees will be unisex with contained shower/changing areas and toilets so suitable for all to use.</p>	None
<p>Marriage & Civil Partnership</p>	None	None
<p>Pregnancy and Maternity</p>	<p>Building Design</p> <p>There will be a room designated for use by pregnant or nursing mother staff with access to specific fridge storage.</p> <p>There will be a staff lift for access to the first floor as required.</p>	None
<p>Race and Ethnic origin – includes gypsies and travellers.(<i>Consider language and cultural factors</i>)</p>	<p>Accessibility</p> <p>Clear, simple and comprehensive signage, including pictorial signage as appropriate.</p> <p>Consider messages in other languages for public areas, including safety notices and directions.</p> <p>The increasing level in local migrant population results in a higher requirement for use of interpreters within custody. The</p>	<p>Accessibility</p> <p>Visitors with English as a second language may find it more difficult to identify routes to travel to the outskirts of the city.</p>

	increased number of cells and the improved consultation/interview rooms at the new facility will improve the efficiency of dealing with detainees who require interpreting services where English is their second language.	
Religious / Faith groups or Philosophical belief (<i>Consider practices of worship, religious or cultural observance including non belief</i>)	<p>Building Design</p> <p>The new building design will incorporate a multi faith prayer room on the first floor for use of all internal staff and partners.</p> <p>Faith books are available within the custody area and directional arrows are printed on the ceilings to indicate directions for prayer.</p>	None
Sex (<i>Male, Female</i>)	<p>Building Design</p> <p>The design will incorporate separate male and female toilets. The shower facilities will be unisex with separate combined shower and changing cubicles with toilets.</p>	<p>Connectivity</p> <p>The location of the new station out of town may have a negative impact on vulnerable/female detainees who are required to be released outside of daylight hours and depending on available travel options. However risk assessments are completed for all detainees prior to their release including consideration given to required time of release and access to transport etc.</p>
Sexual orientation (<i>Consider known or perceived orientation, lesbian, gay or bisexual</i>)	None	None

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	Positive Impact or Benefits	Negative Impact or Risks
<p>Have you considered how this decision might affect work life balance? (<i>Consider caring issues re: childcare & disability, safeguarding issues, environmental issues, socio economic disadvantage, and low income families.</i>)</p>	<p>Work life balance of those working at the new site should not be adversely affected by the new station, indeed work balance and welfare of staff and officers should be improved by the new facilities, better working areas and modern welfare facilities which will be incorporated into the design. Also the avoidance of having to travel into the city for staff will be positive.</p> <p>Co-location of most functions at the new site should improve working practices and efficiency, improve morale and reduce stress</p> <p>Staff will be supported through any change/move to a new site through consultation and line management discussions.</p> <p>Moves to the new sites will be planned in advance and information circulated to allow staff time to make alternative travel arrangements to access their new places of work.</p> <p>Parking will be available on site.</p> <p>A specific travel survey was carried out with all staff likely to be affected by the moves to establish how people would travel to any new location.</p> <p>Regular updates are issued to confirm progress on the project so all staff are aware of the potential implications of any moves in advance.</p>	<p>The preferred site is outside the city but travel options by road will be good, and is next door to a park and ride site with access to regular buses to and from the city centre. Other public transport has stops nearby. These buses are all timetabled and do not run 24 hours per day. The city north rail station is approximately a 40 minute walk away. Cycle networks and walking routes are available to the site.</p> <p>Staff who work shifts may be affected by the change of location to outside the city with potentially less access to public transport to access/leave the site at shift/work times. Advance notice will be given of all planned moves to allow staff to make alternative travel arrangements as required.</p>

Working arrangements in a pandemic situation

The lessons learned during the Covid-19 pandemic of 2020/21 illustrate that working arrangements and access to police sites must adapt in order to continue to deliver a policing service, and therefore the working environment must be flexible to support continued working and service delivery.

In the event of a pandemic operational policing must continue to be delivered as a front line service and therefore operational teams must be able to continue to use the police station. The operational open plan working environment within the proposed building can be adapted to enable social distancing and to incorporate screens and separate working areas as required. As has been the case in the Covid-19 pandemic other satellite stations can be utilised to provide dual working environments for teams to prevent cross infection and loss of full teams to illness/isolation.

The ability of some staff to work in an agile way, whilst still being able to carry out their roles, including working from home and other locations, will as far as practicable be accommodated. By enabling agile working from other locations where appropriate, it will provide additional desk and office space that can be adapted for use by those who remain working from the station and contribute further to social distancing or other restrictions that may be in place as a result of health and safety guidelines.

All staff who are able to carry out their roles working from home will be enabled to do so. By enabling working from home where appropriate this will provide additional desk and office space that can be adapted for use by those working from the station and contributing further to social distancing.

The welfare and health and safety of all teams will be supported through positive supervision and management and by ensuring integration and communication between teams either virtually or in person as the situation allows.

Pandemic working practices have evolved to allow all briefings and training events to take place on line. While not optimal, making best use of technology has allowed individual staff members to remain connected to their managers, teams, colleagues and the wider organisation and the organisation will continue to retain this capability should future circumstances require it.

Post pandemic working arrangements will further support staff with re-integration to the workplace as appropriate.

STEP 3 – Assessment

Complete the EQIA by analysing the effect of your proposal and detail the outcomes.

What were the main findings from any consultation carried out?

The feedback predominantly suggests that the project and the design of the new building accommodate the main protected characteristics. Further reviews of the EQIA will be completed as the project progresses to ensure that any changes to the project or the building design do not adversely affect any of the protected characteristics.

What feedback has been received?

Feed back has been received from internal staff, staff associations, partners, consultants, key external stakeholders, internal stakeholders and project board members as per below. Feedback was also received through the site specific public consultation. All feedback has been reviewed and incorporated into the document versions and is tracked via a matrix to show where it was received from and what the feedback was.

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Using the information you have gathered and consultation that you have undertaken answer the following questions. This will help you to understand the effect on equality your proposal might have.	
Has the feedback indicated any problems that need to be addressed?	None so far
Describe and evidence any part of the proposal which could discriminate	None identified so far
Can the adverse impact identified be justified as being appropriate and necessary? If so, state what the business case is:	Whilst there are some adverse impacts identified, there are arrangements as noted in Section 2 which are considered to mitigate those impacts
Where impact and feedback identified, what, if anything can be done?	None so far

What outcome will be achieved that demonstrates a positive impact on people?	The successful delivery of the new Cambridge Southern Police Station and city centre Police Station with seamless service delivery and positive feedback as part of a post implementation review (PIR).
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STEP 4 - Monitoring and Review

Equality analysis is an ongoing process that does not end once a document has been produced.

What monitoring mechanisms do you have in place to assess the actual impact of your proposal?	The EQIA is reviewed by the Project Board and is shared and reviewed by others, staff associations, partners, staff etc as any changes are made to the project.
Review Date: First review must be no later than one year.	Last review August 2020

STEP 5 - Sign Off

Once the Equality Impact Assessment is complete it should be signed off by the Proposal Sponsor. This sign off is confirmation that the analysis is accurate, proportionate and relevant and actions will be delivered as required.	
Approved by Senior Officer / Proposal lead	Having considered the potential or actual effect of this proposal on equality, our assessment demonstrates that the proposal is robust and the evidence of our screening shows no potential for unlawful discrimination. We have taken all appropriate opportunities to advance equality and foster good relations between groups.

	Date: Name:
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