

Equality Impact Assessment [version 2.9]



Title: Increase in fees and Charges-Bristol City Docks	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Management of Place	Lead Officer name: Tony Nichols
Service Area: Natural and Marine Environment	Lead Officer role: Harbour Master

Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

Within the finding of the Harbour Operational Review (2022) and Bristol City Councils' internal Audit (2019) it was highlighted that the Fees and Charges levied on service users of the City Docks needed to be Reviewed as this had not been carried out of over 20 years.

Both reports highlighted on completing a benchmarking exercise that the fees levied at the City Docks were below comparable ports and Harbours. Also, within the Harbour Operational Review and legal investigations it was discovered that the legislation regarding the Harbour Authority was complex and needed updating.

This will be in terms of a new Harbour Revision Order that will seek to repeal outdated legislation for this process to be carried out the Harbour Authority need to produce a balanced budget which this process will form part of.

Advice from engagement and legal is classed as "Harbour Dues" and Under the Department for Transport Good Ports Guidance the harbour should be self-sufficient. This in turn reduces the income from Bristol City Councils General Fund and releases funds for BCC.

1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.


If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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It will be ensured that the revised the legislation regarding the Harbour Authority which is complex and needs updating will regard any equalities considerations. The increase in fees will enable the service to facilitate the use of all within the Harbour including those with protected characteristics.

Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director¹.

Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off:  Patsy Mellor, Director Management of Place
Date: 12/12/2022	Date: 9 th January 2023

¹ Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.