

Equality Impact Assessment Template – Stage Two

Please complete this template if completion of the Stage 1 template has identified that a full Equality Impact Assessment is required.

Before proceeding with the Stage 2 Equality Impact Assessment, you should discuss the scope of the analysis with service managers in your area. You will also need to refer to the equality impact assessment guidance.

Name of item being assessed:	Public Transport
Version and release date of item (if applicable):	
Owner of item being assessed:	
Name of assessor:	Peter Walker
Date of assessment:	24 December 2015
Date Stage 1 EIA completed:	28 October 2015

STEP 1 – Scoping the Equality Impact Assessment

1. What data, research and other evidence or information is available which will be relevant to this Equality Analysis? Please tick all that apply.

Service Targets		Performance Targets	
User Satisfaction		Service Take-up	
Workforce Monitoring		Press Coverage	
Complaints & Comments		Census Data	
Information from Trade Union		Community Intelligence	✓
Previous Equality Impact Analysis	✓	Staff Survey	
Other (please specify) Public Consultation			✓

2. Please provide details on how you have used the available evidence, information you have selected as part of your Impact Assessment?

West Berkshire Council's Budget Proposals for 2016/17 Consultation asked for some equalities data. This, together with the information already included within the Stage One Equalities Analysis have been considered to review the Consultation proposals.

3. If you have identified any gaps in relation to the above question, please detail what additional research or data is required to fill these gaps? Have you considered commissioning new data or research? If 'No' please proceed to Step 2.

No.

STEP 2 – Involvement and Consultation

1. Please use the table below to outline any previous involvement or consultation with the appropriate target groups of people who are most likely to be affected or interested in this policy, strategy, function or service	
Target Groups	Describe what you did, with a brief summary of the responses gained and links to relevant documents, as well as any actions
Age – relates to all ages	<p>From the Council's Budget Proposals consultation, respondents self-declared the following information:</p> <ul style="list-style-type: none"> • Under 18: 4% • 18-24: 1% • 25-34: 6% • 35-44: 10% • 45-54: 12% • 55-64: 11% • 65+: 37% • Not declared: 19%
Disability - applies to a range of people that have a condition (physical or mental) which has a significant and long-term adverse effect on their ability to carry out 'normal' day-to-day activities. This protection also applies to people that have been diagnosed with a progressive illness such as HIV or cancer.	<p>From the Council's Budget Proposals consultation, respondents self-declared the following information:</p> <ul style="list-style-type: none"> • Yes: 17% • No: 63% • Not declared: 20%
Gender reassignment - definition has been expanded to include people who chose to live in the opposite gender to the gender assigned to them at birth by removing the previously legal requirement for them to undergo medical supervision.	No further information gained.
Marriage and Civil partnership –.protects employees who are married or in a civil partnership against discrimination. Single people are not protected.	No further information gained.
Pregnancy and Maternity - protects against discrimination. With regard to employment, the woman is protected during the period of her pregnancy and any statutory maternity leave to which she is entitled. It is also unlawful to discriminate against women breastfeeding in a public place	No further information gained.
Race - includes colour, caste, ethnic / national origin or nationality.	From the Council's Budget Proposals consultation, respondents self-declared

	<p>the following information:</p> <ul style="list-style-type: none"> • White or White British: 74% • Other: 1% • Not declared: 25%
<p>Religion and Belief - covers any religion, religious or non-religious beliefs. Also includes philosophical belief or non-belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour.</p>	<p>No further information gained.</p>
<p>Sex - applies to male or female.</p>	<p>From the Council's Budget Proposals consultation, respondents self-declared the following information:</p> <ul style="list-style-type: none"> • Male: 26% • Female: 57% • Not declared: 17%
<p>Sexual Orientation - protects lesbian, gay, bi-sexual and heterosexual people.</p>	<p>No further information gained.</p>

2. Who are the main stakeholders and what are their requirements?

People who rely on public transport, particularly in rural areas, may not be able to access key services if they cannot use other forms of transport, i.e. cannot drive or do not have access to a car.

3. Amongst the identified groups in the previous question, what does your information tell you about the potential take-up of resulting services?

Information provided by operators, and supported by the ATCO Benchmarking Survey indicate that the elderly and disabled make up 1/3rd of passengers on bus services within West Berkshire as a result of benefiting from free bus travel. On the specific routes affected by these proposals up to 80% of passengers use the National free bus pass.

Women are also more likely to use buses and have less access to cars, therefore reductions to bus services could have a greater impact.

STEP 3 – Assessing Impact and Strengthening the Policy

What will be done to improve access to and take-up of, or understanding of the policy, strategy, function or service? (these are the measures you will take to mitigate against adverse impact)

The initial proposals were to remove services based on those with the highest cost per passenger journey which would have adversely affected the elderly and disabled who benefit from free bus travel, i.e. there is a cost to the Council with no associated revenue. Following feedback from the consultation, it is proposed to maintain many services and dissipate the

budgetary reduction across more services.

STEP 4 – Procurement and Partnerships

Is this project due to be carried out wholly or partly by contractors? Yes

If 'yes', have you done any work to include equality considerations into the contract already? Specifically you should set out how you will make sure that any partner you work with complies with equality legislation.

We ask contractors about their policies which promote compliance with the Equalities Act as part of the procurement process.

STEP 5 – Making a Decision

Summarise your findings and give an overview of whether the policy, strategy, function or service will meet the authority's responsibilities in relation to equality and support the Council's strategic outcomes?

The authority will meet its responsibilities, however Conservative Manifesto pledge 43 to maintain access to services for rural residents will be adversely affected as services are reduced to match the reduced budget available.

STEP 6 – Monitoring, Evaluating and Reviewing

Before finalising your action plan, you must identify how you will monitor the policy/function or the proposals following the Equality Impact Assessment and include any changes of proposals you are making.

What structures are in place to monitor and review the impact and effectiveness of the new policy, strategy, function or service?

Information on passenger numbers and type of tickets (e.g. child, adult, free bus pass) are, and will continue to be, made available to the Council for each bus service. From this information, we are able to determine the benefits of each bus service.

STEP 7 – Action Plan

Any actions identified as an outcome of going through Steps 1-6 should be mapped against the headings within the Action Plan. You should also summarise actions taken to mitigate against adverse impact.

	Actions	Target Date	Responsible post holder & directorate
Involvement & consultation	The Budget Proposal consultation takes account of all views. Posters were placed in all affected buses, and consultation forms made available for those without	Complete.	Transport Services Manager, Environment

	access to the internet.		
Data collection	<p>Consultation responses were collated as part of the process.</p> <p>414 responses were received regarding public transport, the second highest response rate of the Consultation.</p>	Complete.	Budget Proposals Team, Corporate
Assessing impact	<p>Each service supported by WBC has been re-assessed to determine how the impacts can be reduced in each area of the District.</p> <p>The actual impact will not be known until discussions with bus operators has been completed.</p>	<p>31 March 2016 (to determine new service patterns).</p> <p>Summer 2016 to implement proposals.</p>	Transport Services Manager, Environment
Procurement & partnership	Ask contractors about their policies which promote compliance with the Equalities Act.	As contracting occurs.	Transport Services Manager, Environment
Monitoring, evaluation and reviewing	Information on passenger numbers and user types are obtained from operators to allow the Council to determine the benefits of each service.	Ongoing.	Transport Services Manager, Environment

STEP 8 – Sign Off

The policy, strategy or function has been fully assessed in relation to its potential effects on equality and all relevant concerns have been addressed.

Assessor		
Name: Peter Walker	Job Title: Transport Services Manager	Date: 24 December 2015

Service Director or Senior Officer (sign off)

Name: Mark Edwards	Job Title: Head of Highways and Transport	Date: 5 January 2015
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Please email a copy of the EIA to Rachel Craggs, Principal Policy Officer (Equality & Diversity): Rachel.craggs@westberks.gov.uk