

Equality Impact Assessment Form

Revised June 2009



(Equality target groups are those which cover the 6 equality strands: race, disability, gender, age, sexual orientation and religious belief)

Part 1 Aims & implementation of the service, policy, procedure, practice or project

This section is the title of what is being assessed, responsible officers, purpose, where it fits within the council's wider aims and how it supports the legislation to eliminate unlawful discrimination and the promotion of equal opportunities. (please refer to the guidance for additional information)

1.1 What is being assessed

English National Concessionary bus fare scheme application process.

1.2 Officer(s) and section or service responsible for completing the assessment

Martyn Mullins - Public Transport Officer, Highways and Transport.

Rosie Barnard – Diversity Manager, Carmelle James, Sarah Rosie, Tony Kelly Members of the Community & Don Vincent (Isle of Wight Bus User's Group).

1.3 What is the main purpose or aims of the service, policy, procedure, practice or project

To deliver Government's national concessionary bus fare scheme.

1.4 Who is affected by the service, policy, procedure, practice or project? Who is it intended to benefit and how?

The Concessionary bus fare scheme offers discounted (currently free) travel on local public transport for older and disabled people. To ensure that bus travel, in particular, remains within the means of those on limited incomes and those who have mobility difficulties.

1.5 Has the service, policy, procedure, practice or project been promoted or explained to those it might affect directly or indirectly?

The scheme has been, and continues to be, promoted both nationally and locally.

1.6 How does the service, policy, procedure, practice or project contribute to better community cohesion?

The scheme promotes social inclusion by encouraging access to local services and facilities.

1.7 How does the service, policy, procedure, practice or project fit in with the council's wider aims?

It promotes the increasing use of public transport.

1.8 What is the relevance of the aims of the service, policy, procedure, practice or project to the equality target group and the council's duty to eliminate unlawful discrimination and promote equality of opportunity?

Government legislation determines the scope of the scheme.

1.9 How is, or how will the service, policy, procedure, practice or project be put into practice and who is responsible for it?

Age related applications are received in person at Council Help Centres and Libraries. Postal application applies to disabled persons

Part 2 Consideration of data and research

To conduct the assessment, you will need information about service users and staff that provide the service. This section is to help you identify the sort of information that will be needed to help you assess whether there may be barriers to different equality groups who access your service, policy, procedure, practice or project. *(please refer to the guidance for additional information)*

2.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken

DfT Equality Impact Assessment -

<http://www.dft.gov.uk/consultations/aboutia/ria/travelconcessionseligibility5599>

Isle of Wight Council –

http://www.iwight.com/equality_and_diversity/documents.asp

2.2 Equalities profile of users and beneficiaries

To date (6th November 2009) 33,990 age related and 2,757 eligible disabled passes have been produced. Whilst no data is readily available to indicate the total eligible disabled population on the Isle of Wight census data shows the Island population who would qualify on the basis of age is in the region of 40,000 indicating a high take up rate.

2.3 Evidence of complaints against the service, policy, procedure, practice or project on the grounds of discrimination

Minimal evidence of complaints in relation to applications made.

2.4 What does the consultation, research and/or data indicate about the negative impact on the service, policy, procedure, practice or project

No evidence of any negative impact.

2.5 What does the consultation, research and/or data indicate about the positive impact on the service, policy, procedure, practice or project

High take up rate and evidence of usage, in excess of three and a half million journeys were undertaken by card holders in the 2008/9 financial year, suggests a positive impact has been achieved.

Part 3 Assessment of impact

Now that you have looked at the purpose etc of the service, policy, procedure, practice or project (part 1) and looked at the research (part 2), this section asks you to assess the impact, positive and negative, of the service, policy, procedure, practice or project on each of the 6 strands of diversity covered in the Authority's single equality scheme.

3.1 Complete this section with the following information – relating to all of the identified groups: *(please refer to the guidance for additional information)*

	Reason, evidence, comment					
	Race	Disability	Gender	Sexual Orientation	Age	Religious Belief
Barriers, negative impact						
Neutral impact						
Positive impact		X			X	

Government legislation determines the scope of the scheme. Equality issues are implicit within the process.

The high take up rate by eligible concessionaires and evidence of actual usage, with resulting reduction in car journeys, would indicate a positive impact across all of the strands.

A focus group meeting highlighted the need to continually promote the scheme and to this end assist any possible barriers by extending publicity into medical centres, doctor's surgeries, Town & Parish Council notice boards and other relevant locations. Special attention should be given to providing information suitable to those with a learning disability. These comments applied across all strands.

Part 4 Measures to mitigate disproportionate or adverse impact or improve on neutral or positive impacts: (please refer to the guidance for additional information)

4.1 If there is any negative impact on any target equality group identified in part 3, is the impact intended or legal?

A focus group meeting did not identify any negative impact.

4.2 Specify measures that can be taken to remove or minimize the disproportionate or adverse effect identified in part 3. if none were identified, identify how disproportionate or adverse effect could be avoided in the future

Regular contact with focus group members will ensure adverse effects are avoided in the future.

4.3 If there is no evidence that the service, policy, procedure, practice or project promotes equality, equal opportunities or improves relations within equality target groups, what amendments can be made to achieve this?

Evidence of usage indicates a positive outcome from the scheme.

4.4 If a neutral or positive impact has been identified, can that impact be improved upon (continuous improvement)?

The scheme will continue to be promoted to ensure all eligible residents are made aware.

4.5 How will any service, policy, procedure, practice or project be implemented?

Scheme is ongoing as required by primary legislation.

4.6 As 4.5 above please identify training requirements

n/a

Part 5 Conclusions & recommendations

This section ensures that what ever we are impact assessing, whether it be a service, policy, procedure, practice or project that ensure that we abide by the general and specific duties to promote race, disability and gender equality. *(please refer to guidance for additional information)*

5.1 Does the service, policy, procedure, practice or project comply with equalities legislation?

Yes

5.2 What are the main areas requiring further attention?

Increased awareness.

5.3 Summary of recommendations for improvement

Provide A4 posters to identified locations.

5.4 What equality monitoring, evaluation, review systems have been set up to carry out regular checks?

Pass issue and usage will continue to be monitored.

5.5 When will the amended service, policy, procedure, practice or project be reviewed?

At future focus group meeting.

Part 6 Action / improvement plan

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area of negative impact	Changes proposed	Lead officer	Timescale	Resource implications	Comments
Race					
Disability					
Age					
Religious and Philosophical belief					
Gender					
Sexual orientation					
Geographical location					
All of the above	Increase awareness by extending publicity.	Martyn Mullins	A.S.A.P.	Unknown	Involve communications department.

Part 6 continued – Equality Impact Assessment – Summary report

The results of equality impact assessments must be published. Please complete this summary and the publish your report using the Equality and Diversity pages of the Intranet. Your summary information and a copy of your completed report will then be made available to the public on the Council’s website.

Date of assessment	06 November 2009		
Officer’s name	Martyn Mullins	Role	Public Transport Officer
Service, policy, procedure, practice or project that was impact assessed	English National Concessionary bus fare scheme application process.		
Summary of findings	Increased publicity required.		
Summary of recommendations and key points of action plan	Produce A4 poster as noted above.		

Groups that this policy will impact upon

Race	<input type="checkbox"/>	Gender	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	Age	<input type="checkbox"/>
Disability	<input type="checkbox"/>	Religion or belief	<input type="checkbox"/>
Other	<input type="checkbox"/>	All	<input checked="" type="checkbox"/>