

Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the ‘Equality Impact Assessment Guidance’ while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.

Where do you work?

Service Area: Adult Services

Directorate: Social Services, Health & Housing

(a) This EIA is being completed for a...

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) Please name and describe below...

Revised Assisted Transport Policy 2019.

(c) It was initially screened for relevance to Equality and Diversity in February 2019.

(d) It was found to be relevant to...

Age	<input checked="" type="checkbox"/>	Race.....	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief.....	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex.....	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	Sexual orientation	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	Welsh language	<input type="checkbox"/>

(e) Lead Officer

Name: Andrew Potts

Job title: Commissioning Officer

Date: February 2019

(f) Approved by Head of Service

Name: Angela Thomas

Date: February 2019

Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project

What are the aims?

To promote independent travel arrangements to and from community services attended by individuals with an assessed eligible social care need.

Who has responsibility?

Head of Adult Services.

Who are the stakeholders?

- Those who access assisted transport as a means of attending a community service provided by the Council in order to meet an assessed eligible need
- Carers/family of the above
- Assisted Transport providers, e.g. Environment Directorate
- Staff of NPTCBC
- Residents of Neath Port Talbot

Section 2 - Information

(a) Service Users

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age	<input checked="" type="checkbox"/>	Race.....	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input checked="" type="checkbox"/>	Sexual orientation	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	Welsh language	<input checked="" type="checkbox"/>

What information do you know about your service users and how is this information collected?

Social Services, Health & Housing routinely collects information as part of the individuals' assessment of need and desired outcomes. Limited equalities data such as age, disability, sex and ethnicity are collected, which informs policy development and service provision.

Where Social Services is required to financially assess a client, then a check can be made of the Department for Work & Pension (DWP) database for any mobility payment; however, this will not indicate whether the person is in receipt of the Mobility Allowance (i.e. the monetary payment) or whether it goes towards payment for a Motability car.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.

(b) General

What information do you know and how is this information collected?

Environment Directorate retains a list of all clients using their transport services. As at 6th December 2018, there were 126 people requesting transport, 26 of whom are wheelchair users. At present, more specific data on the disability of those requesting transport is not readily available, though it would be expected that the majority of people requesting transport would have a physical and/or learning disability.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.

Section 3 – Impact

(a) Impact on Protected Characteristics

Please consider the possible impact on people with different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	→ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	→ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain (in detail) why this is the case.

Include details of any consultation (and/or other information) which has been undertaken to support your view.

The underlying theme of the Policy is to help people improve their independence by, where possible, making use of other means of traveling to/from community services.

Any services received will be the outcome of assessed needs against statutory guidance.

(b) Impact on the Welsh Language

What is the likely impact of the policy on:

- Opportunities for people to use Welsh

- The equal treatment of the Welsh and English languages
- Please give details**

The Policy and consultation documents will be available in both Welsh and English, as well as easy read versions.

This Policy will not impact on the ability for a person to receive services in their language of choice.

Could the policy be developed to improve positive impacts or lessen negative impacts? Please give details

N/A.

Actions (to increase positive/mitigate adverse impact).

N/A.

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

(a) Equalities

Public Sector Equality Duty (PSED)

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

Please explain any possible impact on meeting the Public Sector Equality Duty

The Social Services, Health & Housing Directorate continues to be mindful of its position as employer, provider and commissioner of adult social care services. To this end, it strives to ensure equality is a fundamental driver in terms of the way it meets many of the Council's statutory duties, in a climate of externally-imposed ongoing budget reduction. The policy seeks to eliminate discrimination by supporting social inclusion of people with learning disabilities into universal services, including transport.

Access to services is based on assessed need. All services and assessment processes comply with the Equalities Act.

The policy should not negatively impact on the PSED as this policy.

What work have you already done to improve the above?

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

N/A.

(b) Reduce Social Exclusion and Poverty

Please explain any possible impact

The use of universal services supports social inclusion. We will be ensuring that service users maximise their income by promoting the uptake of benefits to which they are entitled, including mobility element of Disability Living Allowance / Personal Independence Payments, Blue Badges, bus passes, etc.

What work have you already done to improve the above?

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

We will work with service users, carers and families to ensure they are in receipt of benefits to which they are entitled. This will help their circumstances when a financial contribution is required towards the cost of a package of care which has been identified through an individual assessment of need and a financial assessment.

(c) Community Cohesion

Is the initiative likely to have an impact on Community Cohesion?

As per above, supporting social inclusion will promote community cohesion.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

N/A.

Section 5 Consultation

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?

The proposed policy will be subject of a 90 day public consultation with all stakeholders. This EIA will be reviewed and updated as a result of feedback and data obtained during that process.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)

N/A.

Section 6 – Post Consultation

What was the outcome of the consultation?

This section will be updated on completion of the public consultation exercise.

Section 7 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor the impact of this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements:

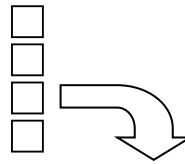
Progress will be monitored by the number of people travelling independently instead of via Assisted Transport, and budget/level of expenditure on transport services. Appropriate milestones will be set as a means of measuring progress and effectiveness of the policy.

Actions: Monitor number of people traveling independently instead of via Assisted Transport and budget/level of expenditure on transport services.

Section 8 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...



Outcome 1

Section 9 - Publication arrangements:

Information on the publication arrangements for equality impact assessments is available in the guidance notes

Action Plan:

Objective What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome How will we know we have achieved our objective?	Progress
To put robust systems in place to improve data collection against all protected characteristics, using digital processes.	Adult Social Services	March 2020	Robust data systems in place	
Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.	Adult Social Services	March 2020	Improved data available	
Monitor number of people traveling independently instead of via Assisted Transport and budget/level of expenditure on transport services.	Adult Social Services	On implementation of policy	Improved data available	
We will work with service users, carers and families to ensure they are in receipt of benefits to which they are entitled. This will help their circumstances when a financial contribution is required towards the cost of a package of care which has been identified through an individual assessment of need and a financial assessment.	Adult Social Services	On implementation of Policy	People are able to access benefits that they are entitled to	

* Please remember to be ‘SMART’ when completing your action plan.