

Equality Impact Assessment Template – Policy, Function or Strategy

This document should be completed when a new policy, function or strategy is introduced or when a substantive change to an existing policy, function or strategy is recommended. This will ensure equality considerations are taken into account before a decision is made and the policy, function or strategy can be altered, if required.

1. Policy, function or strategy		
a.	Name/description of the policy, function or strategy ¹	Learning Disability – Day Service Transport
b.	Responsible organisation(s)/Lead Service	Inverclyde HSCP/Learning Disability service
c.	Lead Officer	Laura Porter
d.	Date of Impact Assessment	13/02/2023
e.	Partners/other Services involved in the development of the policy, function or strategy	N/A
f.	Is the policy, function or strategy?	<input type="checkbox"/> New
		<input checked="" type="checkbox"/> Reviewed/Revised
g.	What is the purpose of the policy, function or strategy (include details of any new legislation which prompted the introduction of the policy, function or strategy or the substantive change to the policy, function or strategy)?	The number of minibuses and drivers in use declined sharply during Covid when the day centres closed, and alternative transport arrangements were put into place. Group transport presented an infection risk so more day service users now have individualised transport or travel independently. The reduction of Council minibuses has reduced the need for dedicated drivers – as other Day Ops staff can use their own vehicles or drive the smaller caddy vehicles when required.
h.	What are the intended outcomes of the policy, function or strategy?	Savings and maximisation of limited staff and vehicle resources – while meeting individualised transport needs.

¹ Please attach details of the policy, function or strategy to this Template

i.	Geographical area (Inverclyde-wide or a specific location)	Inverclyde wide	
j.	Which parts of the Equality Duty will the policy, function or strategy impact on?	<input type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
		<input type="checkbox"/>	Advance equality of opportunity between people of different groups
		<input checked="" type="checkbox"/>	Foster good relations between people from different groups
k.	Will those who may be directly or indirectly affected by the policy, function or strategy be involved in its development?	Yes, individual service users and their carers are involved in every review of transport arrangements.	

2. Does the policy, function of strategy impact on:		
	Yes	No
a. Protected Characteristics under The Equality Act 2010: Age; Disability; Gender Reassignment; Pregnancy and Maternity; Race; Religion and Belief; Sex; Sexual Orientation (see Section 3)	X Disability	
b. Reducing inequalities of outcome caused by socio-economic disadvantage – Fairer Scotland Duty ² (see Section 6)		x
c. Local Outcomes Improvement Plan (LOIP) 2017/22 ³ (see Section 7)		x
d. Corporate Plan 2018/22 ⁴ (see Section 8)		x

² [Fairer Scotland Duty: guidance for public bodies](#)

³ [Local Outcomes Improvement Plan 2017/22](#)

⁴ [Corporate Plan 2018/22](#) (agenda item 5)

<p>3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.</p>		
<p>4. If 'No' is selected for <u>every part</u> of Section 2, please state the reasons for this.</p>		
<p>Please sign below and email a copy of this Template to Karen Barclay, Corporate Policy and Performance Officer:</p> <p><u>karen.barclay@inverclyde.gov.uk</u></p>		
Signature:	Date:	

3. Impact – Protected Characteristics						
Which of the Protected Characteristics will the policy, function or strategy have an impact upon?						
	Impact					
Protected Characteristic	Positive		Neutral	Negative		Reasons/Comments
	High	Low		High	Low	

Age			x			
Disability					x	People with disabilities who cannot travel independently are the individuals who may require assisted transport. A range of options is still available to them, but there are fewer minibuses available to Day Ops as fewer are now required. While there are fewer drivers now employed by Day Ops, other staff can drive smaller vehicles, so help with transport is still available. There can also be positive impact of this change, as traveling in council minibuses is potentially stigmatising for disabled people.
Gender Reassignment			x			
Marriage and civil partnership			x			
Pregnancy and maternity			x			
Race			x			
Religion and belief			x			
Sex			x			
Sexual orientation			x			

Other groups to consider • Carers					x	Carers need to be consulted in any change to transport services, and must be assured that support to access Day Opportunities is still available. There have been a series of consultation events with Carers.
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4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?	
<input type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
<input type="checkbox"/>	Advance equality of opportunity between people from different groups
<input checked="" type="checkbox"/>	Foster good relations between people from different groups

5. Impact – groups	
From the information you have highlighted above, describe the positive and negative impacts and the groups affected under The Equality Act 2010.	
Positive impacts + <i>(Describe groups affected.)</i>	Negative impacts - <i>(Describe groups affected.)</i>
<p>There is a possible impact on relations between people from different groups, as people with Learning Disabilities may now be traveling in their own Motability vehicles or on public transport, or out in the community more rather than being segregated into day centres. People with disabilities have often travelled in labelled council minibuses in the past, which single them out as different from other members of the community. While the provision of special transport</p>	<p>Some family carers will be unhappy that fewer minibuses are available and that the individual's Motability vehicle is in use more.</p>

<p>was seen as positive discrimination, it is still positive for people with Learning Disability to have the full range of transport options rather than being funnelled into one mode of transport, because the Council has provided minibuses for them. As the number of “Driver” posts has reduced, people are still supported by other Day Ops staff who may escort them, drive them in their own cars, or walk with them to their day activities.</p>	
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6. Impact – Fairer Scotland Duty

What impact will this policy, function or strategy have on reducing inequalities of outcome caused by socio-economic disadvantage?

Positive impact +	Neutral impact =	Negative impact -
	x	
<p>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</p> <p>Should not be affected, as individuals with mobility needs should be receiving appropriate mobility benefits, and there is no charge for assisted transport. Individuals with disabilities who can use public transport will be assisted to apply for the Saltire card, for free bus travel, and can also have the Companion card where a carer travels free with them.</p>		

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7. Impact – LOIP 2017/22

Which Priority/Priorities from the LOIP 2017/22 will this policy, function or strategy impact on?

<input type="checkbox"/>	1. Population: Inverclyde’s population will be stable and sustainable with an appropriate balance of socio - economic groups that is conducive to local economic prosperity and longer term population growth
<input type="checkbox"/>	2. Inequalities: There will be low levels of poverty and deprivation and the gap between the richest and poorest members of our communities will be reduced (This may already have been highlighted at Section 6.)
<input type="checkbox"/>	3. Environment, culture and heritage: Inverclyde’s environment, culture and heritage will be protected and enhanced to create a better place for all Inverclyde residents and an attractive place in which to live, work and visit
<input type="checkbox"/>	4. The local economy: Inverclyde has a thriving and diverse local economy, economic activity is increased and skills development enables both those in work and those furthest from the labour market to realise their full potential

Briefly describe how the policy, function or strategy will impact on the LOIP Priority/Priorities.

None of the above. It is possible that people with LD going out and about in the local community could boost the local economy.

8. Impact – Corporate Plan 2018/22

Which Priority/Priorities from the Corporate Plan 2018/22 will the policy, function or strategy impact on?

<input type="checkbox"/>	1. To promote Inverclyde, to both residents and visitors alike, as a great place to live, work and visit
<input checked="" type="checkbox"/>	2. To work collaboratively, to enable strong, connected and empowered communities, particularly in areas of deprivation, so that residents have influence and control over the things that matter to them
<input type="checkbox"/>	3. To grow the local economy in a way that creates opportunities for all our residents, including access to good quality jobs
<input type="checkbox"/>	4. To reduce the prevalence of poverty and, in particular, child poverty in our communities
<input checked="" type="checkbox"/>	5. To safeguard, support and meet the needs of our most vulnerable families and residents
<input checked="" type="checkbox"/>	6. To improve the health and wellbeing of residents so that people live well, and for longer
<input type="checkbox"/>	7. To protect and enhance our natural and built environment
<input type="checkbox"/>	8. To preserve, nurture and promote Inverclyde's unique culture and heritage
<input checked="" type="checkbox"/>	9. To deliver services that are responsive to community needs and are underpinned by a culture of innovation, continuous improvement and effective management of resources
<input type="checkbox"/>	10. To develop motivated, trained and qualified employees who deliver quality services that meet current and anticipated service needs

Briefly describe how the policy, function or strategy will impact on the Corporate Plan Priority/Priorities.

2. Some service users are transported by voluntary transport schemes like Port Glasgow Voluntary Transport. Those partnership arrangements reduce the need for council vehicles, and connects people with Learning Disability with other community members.

5. All transport options chosen are risk assessed to make sure they are the safest option for individuals. E.g. if they are more vulnerable to infection, they may benefit from individual transport rather than use of minibuses.

6. Using public transport and walking when possible can improve health and well-being. The Fitzgerald Centre had a virtual walk up Mount Fuji during Covid, with service users and staff counting their steps and celebrating the total miles walked. This is part of a wider effort for improving health and wellbeing.

9. Avoiding council buses sitting around unused or traveling half empty, and drivers with no other tasks to do, is more effective management of resources. There are still sufficient staff and drivers at Day Ops to support people who need assistance with travel.

9. Evidence

What evidence do you have to help identify any potential impacts of the policy, function or strategy?

Note: Evidence could include information from consultations, surveys, the Citizens' Panel, focus groups, interviews, projects, user feedback, complaints, Officers' knowledge and experience, equalities monitoring data, publications, research, reports, and local and national groups.

Evidence	Details
Consultation/Engagement (including any carried out while developing the policy, function or strategy)	The LD Day service has regular engagement meetings with parent reps, and held a series of afternoon and evening events for parents and carers in 2022. The service also produces regular newsletters which are produced in easy read.
Research	Inverclyde Day Ops are part of wider GG&C day services working group and have compared practice with other day services, and with further education services. Access to suitable transport and attendance at day activities are linked. This is a wider issue for the Inverclyde community, which has taken research from the 20 Minute Neighborhood and other studies (Climate Change, O’Gorman, S and Dillon-Robinson, R, “CXC – 20 minute neighbourhoods in a Scottish context,” March 2021), to consider how people access local facilities and activities. The new model of day opportunities ensures people can travel directly to the places in the community they wish to access (such as the swimming pool or a

	café) with support if required, but not be bused into a day centre first before going out to activities.
Officers' knowledge and experience (including feedback from frontline staff)	Managers and staff in the service are involved in individual reviews of transport arrangements for each service user.
Equalities monitoring data	The service records data about gender and ethnic group and there is no indication that access to transport is biased according to any of these protected characteristics, apart from the disability which is why supported travel may be required.
User feedback (including complaints)	Family carers have been involved in discussions and have expressed concerns, which have been answered. We have not had formal complaints about alternative transport options.
Stakeholders Other	Support Providers – social care agencies on Inverclyde's Supported Living framework. Family carers.
Are there information gaps and, if so, what are these?	No.

No.

10. Consequences of analysis

What steps will you take in response to the findings of your analysis? Please select at least one of the following and provide a brief explanation.

a.	Continue development with no changes	<input type="checkbox"/>	
b.	Continue development with minor alterations	<input checked="" type="checkbox"/>	There has been a Supported Travel policy paper produced that is still in draft, so will be presented to committees.
c.	Continue development with major changes	<input type="checkbox"/>	

d.	Discontinue development and consider alternatives (where relevant)	□	
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How will the effect of the policy, function or strategy be monitored following implementation?

All individuals with packages of support funded by Inverclyde HSCP are to be reviewed 6 monthly. Individual travel arrangements should be reassessed at these reviews.

When is the policy, function or strategy due to be implemented?

Ongoing – already in process.

When will the policy, function or strategy be reviewed?

Once the savings target is achieved, the Assisted Transport policy will continue to be implemented, but not with any expectation of further savings.

What resources are available for the implementation of the policy, function or strategy? Have these resources changed?

The saving of one driver post was possible because of the voluntary retirement of one driver. No redundancies were required.

11. Please use the space below to detail any other matters arising from the Equality Impact Assessment process, including what action could be taken to mitigate the impact of the policy, function or strategy.

When the draft Transport Policy is approved, there may be further review of how implementation is proceeding. The policy will be regularly reviewed and updated.

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Details of the Person(s) who completed the Assessment:	
Name:	Laura Porter
Position:	Interim Service Manager
Date:	13/02/2023
Authorised by:	
Name:	
Position:	
Date:	

Thank you for your assistance with the completion of this task.

Please send a copy of the completed Template to Karen Barclay, Corporate Policy and Performance Officer at karen.barclay@inverclyde.gov.uk.

12 August 2022