

APPENDIX 2 – EQUALITY ASSESSMENT

APPENDIX 2A

Equality Analysis Evidence Document - Proposed increase in the charge for post 16 education transport

Why are you completing the Equality Analysis? (please tick any that apply)

Proposed New Policy or Service	Change to Policy or Service	MTFS (Medium Term Financial Strategy)	Service Review
	✓	✓	

Version Control

Version control number	1.0	Date	24/10/14	Reason for review (if appropriate)	N/A
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Risk Rating Score (use Equalities Risk Matrix and guidance) **If the Risk Score is 1 or 2, an Impact Assessment does NOT have to be completed. Please check with equalities@wiltshire.gov.uk for advice	Inherent risk score on proposal	4.5 (low / medium)
	Residual risk score after mitigating actions have been identified	4.5 (low / medium)

Section 1 – Description of what is being analysed

There is no legal requirement for the council to provide subsidised transport for students over the age of 16. However, Wiltshire Council recognises that in a mainly rural county affordable transport is important in allowing students to attend school or college. The council's current scheme provides transport to either the designated school or college, where the student lives more than three miles away. To help meet the cost, a charge is currently made of £446 a year, with an option to pay by instalments. A reduced rate charge of £156 a year is available for students whose household income is less than £20,819 per annum.

It is proposed that the full rate charge for post 16 transport will be increased from its current level of £446 to a new rate of £625 a year from September 2015. As at present, this will be payable either as a single amount in advance, or in eight instalments between August and March. It is not proposed to make any increase in the charge for low income families, which will remain at £156 a year. The proposal will also not affect students who require transport on the grounds of special educational needs or disability, for whom the current charges of £446 or £156 a year will continue to apply

Section 2A – People or communities that are currently **targeted or could be affected** by any change (please take note of the Protected Characteristics listed in the action table).

This change will affect young people aged 16-19 who wish to attend post 16 education at the local designated school or college for their address. As described above, It will not affect those

who qualify, under the rules of the council's scheme, for a reduced rate pass; nor those who require transport on the grounds of special education needs or disability.

If implemented, the level of assistance provided to young people in Wiltshire will remain similar to or better than in most adjoining counties and generally in many counties of England.

Section 2B – People who are **delivering** the policy or service that are targeted or could be affected (i.e. staff, commissioned organisations, contractors)

N/A

Section 3 – The underpinning **evidence and data** used for the analysis (Attach documents where appropriate)

Prompts:

- What data do you collect about your customers/staff?
- What local, regional and national research is there that you could use?
- How do your Governance documents (Terms of Reference, operating procedures) reflect the need to consider the Public Sector Equality Duty?
- What are the issues that you or your partners or stakeholders already know about?
- What engagement, involvement and consultation work have you done? How was this carried out, with whom? Whose voices are missing? What does this tell you about potential take-up and satisfaction with existing services?
- Are there any gaps in your knowledge? If so, do you need to identify how you will collect data to fill the gap (feed this into the action table if necessary)

Local statistical data:

There are currently around 1460 post 16 students benefitting from the scheme, of whom 50% are entitled to the reduced rate. Around 35% attend school sixth forms and 65% attend further education colleges.

Under the terms of the council's post 16 policy, transport is normally only provided to the local (designated) school or college for the student's address. The exceptions to this are (a) if a particular course of study is necessary (not merely desirable) for the students chosen career and is not available at the designated school or establishment, or (b) if the cost to the council of providing transport to the student's preferred establishment is no greater than the cost of providing transport to either the designated school or college

Transport is normally arranged by providing a pass to travel on a public or school bus, but special transport will be arranged if nothing else is available. The average cost of providing transport is £843 per student per year.

Consultation data:

The analysis of the public consultation is appended.

National data:

As the financial pressures on local authorities have increased in recent years, many have responded by increasing the charges they make for post 16 transport, and an increasing number have withdrawn provision altogether other than in exceptional individual circumstances. Of Wiltshire's eight neighbouring authorities, five no longer provide transport except in certain limited circumstances, and only one has a scheme that is as generous as the current Wiltshire scheme.

***Section 4 – Conclusions** drawn about the impact of the proposed change or new service/policy

Prompts:

- What actions do you plan to take as a result of this equality analysis? Please state them and also feed these into the action table
- Be clear and specific about the impacts for each Protected Characteristic group (where relevant)
- Can you also identify positive actions which promote equality of opportunity and foster good relations between groups of people as well as adverse impacts?
- What are the implications for Procurement/Commissioning arrangements that may be happening as a result of your work?
- Do you plan to include equalities aspects into any service agreements and if so, how do you plan to manage these through the life of the service?
- If you have found that the policy or service change might have an adverse impact on a particular group of people and are **not** taking action to mitigate against this, you will need to fully justify your decision and evidence it in this section

1. The proposed increase in the full rate charge will have a negative impact on the budgets of families that are affected, and may deter some young people from participating in further education, possibly increasing the numbers who are not in employment, education or training (NEET).
2. Of the 256 respondents to the consultation who said they would be affected by the proposed increase in the full rate charge, 29% said they would suffer significant financial hardship; 54% some hardship; and 17% no real hardship. Some of the comments that were made suggested that the proposals would have a particular impact on middle income families who do not receive any benefits, and also on lower income families just above the threshold for qualifying for a lower rate pass. Some also commented that those living in rural areas would be affected most, as they are more likely to depend on travel by bus unless they are able to drive or get a lift.
3. Of the affected respondents, 29% said that the proposals would not change their plans for post-16 education. However, 53% said it would make them consider attending a different school or college, and 18% that they might decide not to go to a post-16 school or college at all. Given that it will be a requirement for young people to stay in education or work based training until age 18, it may be that some of these would reconsider their position before making their final choice. However, in some cases this could be at the expense of significant financial hardship for the family. It is significant that by far the most frequent comment (made separately by 31 respondents) was that it is unfair that young people and their families should have to pay for transport to post-16 education now that attendance at school, college or work based training is compulsory.
4. The Council is proposing to increase the charges, despite the above impacts, because of the necessity of making financial savings. It is proposing to mitigate the impacts on low income families by not increasing the charge for those who currently qualify for the reduced rate pass, who account for 50% of those currently in receipt of assistance. In the consultation, 67% agreed that it was right to give greater support to low income families; although 14% disagreed with this statement.
5. The Council is also not proposing to increase the current charges that apply to young people who require transport due to special education needs or disability.
6. To mitigate the impacts further would require a lower increase to be applied; or

alternatively to introduce an intermediate charge between the full rate and lower rate. This would, however, either reduce the overall saving that would be achieved, or mean that the full rate or lower rate charges would have to be further increased to pay for a reduced 'middle rate' charge.

***Section 5 – How will the outcomes from this equality analysis be monitored, reviewed and communicated?**

Prompts:

- Do you need to design performance measures that identify the impact (outcomes) of your policy/strategy/change of service on different protected characteristic groups?
- What stakeholder groups and arrangements for monitoring do you have in place? Is equality a standing agenda item at meetings?
- Who will be the lead officer responsible for ensuring actions that have been identified are monitored and reviewed?
- How will you publish and communicate the outcomes from this equality analysis?
- How will you integrate the outcomes from this equality analysis in any relevant Strategies/Policies?

This equality analysis will be appended to the report submitted to Cabinet member when deciding whether or not to implement the proposals, along with the results of the consultation.

Take up of the post 16 scheme is monitored on an annual basis, and this will be used to inform future decisions about the scheme.

Charges for post 16 transport, and any changes to the post 16 transport scheme, are published in May each year in the Council's policy statement on post 16 transport, so that parents and students are aware of what assistance will be available before they make decisions about which establishment to attend.

***Copy and paste sections 4 & 5 into any Committee, CLT or Briefing papers as a way of summarising the equality impacts where indicated**

Completed by:	Ian White	
Date	24 th October 2014	
Signed off by:	Parvis Khansari	
Date	3 rd December 2014	
To be reviewed by:		
Review date:		
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APPENDIX 2B

Equality Analysis Evidence Document - Proposed introduction of charges for grammar school transport

Why are you completing the Equality Analysis? (please tick any that apply)

Proposed New Policy or Service	Change to Policy or Service ✓	MTFS (Medium Term Financial Strategy) ✓	Service Review
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Version Control

Version control number	1.0	Date	24/10/14	Reason for review (if appropriate)	N/A
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Risk Rating Score (use Equalities Risk Matrix and guidance) **If the Risk Score is 1 or 2, an Impact Assessment does NOT have to be completed. Please check with equalities@wiltshire.gov.uk for advice	Inherent risk score on proposal	7 (medium)
	Residual risk score after mitigating actions have been identified	6 (medium)

Section 1 – Description of what is being analysed

In most parts of Wiltshire, the council does not fund the provision of transport for children who, as a result of parental choice, attend a secondary school other than the single local school designated for transport purposes. However, for historic reasons the council currently provides transport to the two grammar schools in Salisbury from a wide area on the same basis as to local schools in other parts of the county. This is free for pupils up to 16 years of age, and the normal post 16 charge applies for pupils of 16 and over. This is not a legal requirement and is funded entirely from the council's own budget.

It is proposed that the council will continue to provide transport for students attending the Salisbury grammar schools, but that the cost of doing so will be recovered by making a charge of £676 per annum per student. This is the level of charge that it is calculated is required in order to completely recover the cost of providing the transport so that, as already happens elsewhere in the county, the council is not subsidising transport for children who attend a particular school through parental choice.

It is proposed that there will be no reduction in the charge for children from low income families, but the schools will be encouraged to provide bursaries for individual cases of need. Charges will be phased in starting in September 2015 and will apply only to new pupils starting at the school in September 2015 and each successive year. The charge will be payable either as a single amount in advance, or in eight instalments between August and March.

The council is required by legislation to continue to provide free transport for pupils

aged under 16 either where the grammar school is their nearest available school, or where family income and distance from the school meet the 'extended provisions' criteria in the Education Act (where the child is in receipt of free school meals, or the family receive Working Tax Credit at the maximum level for their case, the council is required to provide free transport to any one of the three nearest qualifying schools where the distance to the school is between 2 and 6 miles from their home).

Section 2A – People or communities that are currently **targeted or could be affected** by any change (please take note of the Protected Characteristics listed in the action table).

The proposed charge will affect young people of secondary school age living in the Salisbury area who wish to attend one of the two Salisbury grammar schools, and who would currently be eligible for free or assisted transport under the council's current transport policy. It was originally proposed that it would apply to both under 16 and post 16 pupils; however, it is now recommended that post 16 pupils attending the grammar school sixth forms will continue to pay the normal post 16 charge (proposed above to be increased to £625, with a reduced rate pass for low income families of £156). It will not apply to under 16 pupils who qualify by law for free transport to one of the two schools either because (a) it is their nearest available school, or (b) they qualify under the 'extended provisions' criteria in the Education Acts (as described in section 1 above).

It is not proposed to make any reduction to the under 16 grammar school charge for pupils from low income families, although it would be open to the schools to offer bursaries to individual students to assist with transport costs.

Elsewhere in Wiltshire the council does not fund the provision of transport for pupils who attend a school other than the local school designated for transport purposes, and parents have to make and fund their own transport arrangements. In some cases the schools themselves provide a bus which is funded by the parents.

Section 2B – People who are **delivering** the policy or service that are targeted or could be affected (i.e. staff, commissioned organisations, contractors)

N/A

Section 3 – The underpinning **evidence and data** used for the analysis (Attach documents where appropriate)

Prompts:

- What data do you collect about your customers/staff?
- What local, regional and national research is there that you could use?
- How do your Governance documents (Terms of Reference, operating procedures) reflect the need to consider the Public Sector Equality Duty?
- What are the issues that you or your partners or stakeholders already know about?
- What engagement, involvement and consultation work have you done? How was this carried out, with whom? Whose voices are missing? What does this tell you about potential take-up and satisfaction with existing services?
- Are there any gaps in your knowledge? If so, do you need to identify how you will collect data to fill the gap (feed this into the action table if necessary)

Local statistical data:

Transport is currently provided for around 560 grammar school pupils, of whom around 45% attend Bishop Wordsworth's School and 55% South Wilts Grammar School for Girls, at a cost to the council of £366,000 a year.

Transport is provided by the most cost effective method. In many cases this is by the council purchasing a pass to travel on a public bus, but in other cases where there is no suitable bus service, or insufficient capacity on the public bus, a dedicated school transport contract bus is provided (or taxi in a few cases where this is the most cost effective means). Where possible transport is shared with other local schools or colleges for whom the council provides transport.

Consultation data:

The analysis of the public consultation is appended.

National data:

As the financial pressures on local authorities have increased in recent years, many have responded by reviewing their education transport policies and withdrawing transport provision or assistance that is not required by law. This includes for example transport to faith schools as well as to grammar schools (where they exist).

***Section 4 – Conclusions** drawn about the impact of the proposed change or new service/policy

Prompts:

- What actions do you plan to take as a result of this equality analysis? Please state them and also feed these into the action table
- Be clear and specific about the impacts for each Protected Characteristic group (where relevant)
- Can you also identify positive actions which promote equality of opportunity and foster good relations between groups of people as well as adverse impacts?
- What are the implications for Procurement/Commissioning arrangements that may be happening as a result of your work?
- Do you plan to include equalities aspects into any service agreements and if so, how do you plan to manage these through the life of the service?
- If you have found that the policy or service change might have an adverse impact on a particular group of people and are **not** taking action to mitigate against this, you will need to fully justify your decision and evidence it in this section

1. The proposed imposition of a charge for transport will have a negative impact on the budgets of families that are affected, and may deter some parents from sending their children to the grammar schools.
2. Of the 179 respondents to the consultation who said they would be affected by the proposed implementation of a charge, 40% said they would suffer significant financial hardship; 48% some hardship; and 12% no real hardship. 65% said that the proposals would not change their plans to send their children to the grammar schools. However, 35% said it would make them consider choosing a different school or college.
3. The most frequent comments made by respondents were to the effect that the proposals discriminate against grammar school pupils:
 - A common response was that the grammar schools should not be treated differently from other state schools, and that it is unfair to charge grammar school pupils for transport unless the same charge also applies either (according to some responses) to other pupils whose parents chose to send them to a school other than the nearest, or (according to other responses) to all pupils receiving council transport. Many respondents appeared to be unaware

that elsewhere in the county, no assistance is given to parents who choose to send their children to a school other than the nearest.. It would also be unlawful to impose a charge on pupils who attend the nearest available school and are entitled to free transport under the Education Acts.

- Many others commented that it is unfair to discriminate against pupils who have achieved academically, and some responses suggested that because a selective education system operates in Salisbury, it cannot be seen as simply a matter of parental choice if parents choose to send their children to the grammar school, but that these schools are the 'most suitable' to meet their needs.
- One respondent suggested that in her children's case the proposals would be discriminatory on the grounds of gender; her daughter's nearest school is Bishop Wordsworth's, but as it does not admit girls she would be denied access to a grammar school education.

4. Many of the comments that were made suggested that the proposals would have a particular impact on low and middle income families, either causing them financial hardship or denying them the opportunity of a grammar school education. Many noted that the proposals would have the greatest impact on families with two or more children of grammar school (or post-16) age. Most considered that the proposal should be dropped, while some suggested that if it did go ahead, there should be a reduced rate charge for children from low income families, or where there was more than one child paying the charge. There were many comments to the effect that a grammar school education should be available to all able children, regardless of family income. Some took the view that it was not equitable to expect the schools to provide assistance through bursaries, as this would reduce the funding they could put into education.

5. Other respondents (including a written response from South Wilts Grammar School for Girls, attached as **Appendix 1C**) suggested that the proposal to charge £676 to students attending the grammar school sixth forms, with no reduction in the charge for students from low income families, would be discriminatory given that the post-16 transport charge that will apply to those attending other establishments under the Council's post-16 transport scheme will be £625 a year, with a substantial reduction for low income families. The reason for the proposed difference was that both are separate schemes - the intention of the grammar school charge is to cover the full cost of providing the transport to these schools, so that (as in other parts of the county) the Council is not subsidising transport to 'parental choice' schools; whereas post-16 transport to the nearest designated school or college will still be subsidised despite the increased charge. However, having considered the responses it is now recommended that the original proposals are amended so that the post-16 scheme applies to the grammar schools in the same way as to other 'parental choice' secondary schools in the county. Although the grammar school would not be the designated sixth form and there would therefore not be an automatic eligibility to assisted transport, all grammar school pupils who would receive transport under the current policy would continue to qualify for assistance under the 'same cost' provision in the Council's post-16 scheme (which states that transport will be provided if the cost to the Council is no greater than the cost of providing transport to either the designated school or the designated FE college for the student's address). If the proposed increase in post-16 charges is approved, grammar school sixth form pupils would therefore be eligible for post-16 assistance at a charge of £625 (full rate) and £156 (reduced rate) if they qualify under the 'same cost' provision. In cases where the cost to the Council of providing transport would be greater than to both the designated school or college, there would (as with parental choice establishments elsewhere in the county) be no entitlement to assistance.

6. The Council is proposing to introduce charges for grammar school transport, despite the above impacts, because of the necessity of making financial savings. However, the

following aspects of the proposals are intended to mitigate some of the impacts:

- The Council will continue to make transport arrangements for children attending the grammar schools; the option of withdrawing the transport was considered but rejected.
 - Although it is not proposed that the Council will offer a reduced rate for children from families on low incomes (except for sixth form students to whom the post 16 scheme would now continue to apply), the schools are encouraged to use their powers to pay bursaries to individual students to assist those who might otherwise not be able to choose a grammar school education. This will bring the situation in Salisbury into line with that elsewhere in the county, where the Council will only fund transport to one designated local secondary school, with no assistance given to pupils attending other schools (other than the option of paying for a spare seat on a school transport contract if available).
 - Charges will be phased in starting in September 2015 and will apply only to new pupils starting at the school in September 2015 and each successive year.
 - There will be an option to pay the charge in eight instalments between August and March.
 - The Council is required by legislation, and will continue, to provide free transport for pupils up to the age of 16 either where the grammar school is their nearest available school, or where family income and distance from the school meet the 'extended provisions' criteria in the Education Act (where the child is in receipt of free school meals, or the family receive Working Tax Credit at the maximum level for their case, the Council is required to provide free transport to any one of the three nearest qualifying schools where the distance to the school is between two and six miles from their home).
7. If the Council wished to mitigate the impacts further, It would be an option to either reduce the proposed charge; or to introduce a lower rate charge for pupils from low income families, and / or families with more than one child paying the charge. However, this would reduce the saving that would be achieved and would also possibly lead to challenge from those attending parental choice schools elsewhere in the county, for whom the Council does not give any assistance with transport costs even for those on low incomes (except for children who meet the criteria for statutory free transport under the 'extended provisions' of the Education Act, which continues to apply to all schools including the grammar schools).

***Section 5 – How will the outcomes from this equality analysis be monitored, reviewed and communicated?**

Prompts:

- Do you need to design performance measures that identify the impact (outcomes) of your policy/strategy/change of service on different protected characteristic groups?
- What stakeholder groups and arrangements for monitoring do you have in place? Is equality a standing agenda item at meetings?
- Who will be the lead officer responsible for ensuring actions that have been identified are monitored and reviewed?
- How will you publish and communicate the outcomes from this equality analysis?
- How will you integrate the outcomes from this equality analysis in any relevant Strategies/Polices?

This equality analysis will be appended to the report submitted to Cabinet member when deciding whether or not to implement the proposals, along with the results of the consultation. The decision will be reported to the schools so that prospective parents can be made aware before they make decisions on their choice of school.

Take up of the offer of transport will be monitored on an annual basis , including a comparison of the income received from the charge and the cost of providing the transport, and this will be used to inform future decisions about the scheme.

***Copy and paste sections 4 & 5 into any Committee, CLT or Briefing papers as a way of summarising the equality impacts where indicated**

Completed by:	Ian White
Date	24 th October 2014
Signed off by:	Parvis Khansari
Date	3 rd December 2014
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Review date:	
For Corporate Equality Use only	Compliance sign off date:
	Published on internet date:

APPENDIX 2C
Equality Analysis Evidence Document - Proposed withdrawal of continuity transport

Why are you completing the Equality Analysis? (please tick any that apply)

Proposed New Policy or Service	Change to Policy or Service ✓	MTFS (Medium Term Financial Strategy) ✓	Service Review
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Version Control

Version control number	1.0	Date	24/10/14	Reason for review (if appropriate)	N/A
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Risk Rating Score (use Equalities Risk Matrix and guidance) **If the Risk Score is 1 or 2, an Impact Assessment does NOT have to be completed. Please check with equalities@wiltshire.gov.uk for advice	Inherent risk score on proposal	2.5 (low)
	Residual risk score after mitigating actions have been identified	2.5 (low)

Section 1 – Description of what is being analysed

Where a pupil who is registered at the school designated for transport entitlement purposes moves out of the area of that school, the council may provide free transport to the current school if it considers that a change of school is undesirable for educational or vocational reasons. This is not a legal requirement, but is part of the council’s current education transport policy. Transport will normally only be considered where a pupil is already undertaking a particular exam course (e.g. GCSE, A level), if the journey involved is a reasonable one, and the circumstances justify the cost. A maximum cost of £1500 a year is applied to transport provided under this policy, and in cases where the cost significantly exceeds this, the application is normally refused.

It is proposed that the council will cease accepting new applications for continuity transport with effect from January 2015, although in some cases assistance might still be sought on the grounds of exceptional circumstances (the council has a duty to consider all applications for transport on the basis of their individual circumstances).

Section 2A – People or communities that are currently targeted or could be affected by any change (please take note of the Protected Characteristics listed in the action table).

This change will potentially affect children whose parents move house during an exam course, if they would have qualified for assistance under the current policy.

Section 2B – People who are delivering the policy or service that are targeted or could be affected (i.e. staff, commissioned organisations, contractors)

N/A

Section 3 –The underpinning **evidence and data** used for the analysis (Attach documents where appropriate)

Prompts:

- What data do you collect about your customers/staff?
- What local, regional and national research is there that you could use?
- How do your Governance documents (Terms of Reference, operating procedures) reflect the need to consider the Public Sector Equality Duty?
- What are the issues that you or your partners or stakeholders already know about?
- What engagement, involvement and consultation work have you done? How was this carried out, with whom? Whose voices are missing? What does this tell you about potential take-up and satisfaction with existing services?
- Are there any gaps in your knowledge? If so, do you need to identify how you will collect data to fill the gap (feed this into the action table if necessary)

Local statistical data:

In 2013/14 transport was provided under this policy for 52 children at a cost to the council of £33,000.

Consultation data:

The analysis of the public consultation is appended.

National data:

n/a

***Section 4 – Conclusions** drawn about the impact of the proposed change or new service/policy

Prompts:

- What actions do you plan to take as a result of this equality analysis? Please state them and also feed these into the action table
- Be clear and specific about the impacts for each Protected Characteristic group (where relevant)
- Can you also identify positive actions which promote equality of opportunity and foster good relations between groups of people as well as adverse impacts?
- What are the implications for Procurement/Commissioning arrangements that may be happening as a result of your work?
- Do you plan to include equalities aspects into any service agreements and if so, how do you plan to manage these through the life of the service?
- If you have found that the policy or service change might have an adverse impact on a particular group of people and are **not** taking action to mitigate against this, you will need to fully justify your decision and evidence it in this section

1. The current policy is intended to mitigate the adverse impact on a child's education if he or she is made to change school during an important phase in their education (in particular part way through an exam course). Although there are limits on the assistance that is given under the current policy, and relatively few children receive assistance in any given year, it is to be expected that to withdraw assistance could lead to some adverse impact on the education of the particular children affected.
2. However, the Council is obliged under the Education Acts to consider all requests for transport according to their individual circumstances, and it is likely that some of those currently assisted would, if warranted by their particular circumstances, still be awarded free transport.
3. Due to the nature of continuity assistance the consultation did not provide useful

feedback from those likely to be affected by the withdrawal of assistance. Although 92 respondents answered the question “if you think you may be affected, please explain what impact this will have on your family”, most of the responses were about the post-16 or grammar school transport proposals and only 7 in fact referred to continuity transport. Of these:

- 3 supported the proposal, taking the view that those who move house should pay for their own transport costs.
- 2 considered that assistance should continue to be given to low income families where a move was forced on the family by financial or housing circumstances.
- 2 considered that the current policy should be retained, pointing to the enormous impact that a move at a critical time can have on a young person’s education and future life chances.

4. Of the 299 respondents who answered the general questions on continuity transport: 53% agreed and 23% disagreed with the statement that the Council should not have to pay for continuity transport where a family chose to move house; while 77% agreed and 9% disagreed with the statement that in exceptional cases where a move is forced onto a family, the Council should continue to pay for continuity transport.

5. It would be an option to revise the proposal so as to retain continuity assistance, but only in certain defined circumstances; for example for low income families and in cases where their move has been due to factors beyond their control. It is not known by how much this might reduce the expected savings, as no information is currently collected from those who apply about family income or the circumstances surrounding the decision to move house. It is also not clear how many of those who might qualify under such a policy would, if the scheme was withdrawn, be able to successfully appeal on the grounds of exceptional circumstances.

***Section 5 – How will the outcomes from this equality analysis be monitored, reviewed and communicated?**

Prompts:

- Do you need to design performance measures that identify the impact (outcomes) of your policy/strategy/change of service on different protected characteristic groups?
- What stakeholder groups and arrangements for monitoring do you have in place? Is equality a standing agenda item at meetings?
- Who will be the lead officer responsible for ensuring actions that have been identified are monitored and reviewed?
- How will you publish and communicate the outcomes from this equality analysis?
- How will you integrate the outcomes from this equality analysis in any relevant Strategies/Policies?

This equality analysis will be appended to the report submitted to Cabinet member when deciding whether or not to implement the proposals, along with the results of the consultation.

The decision will be notified to schools, and the Education Transport policy amended to reflect the change.

***Copy and paste sections 4 & 5 into any Committee, CLT or Briefing papers as a way of summarising the equality impacts where indicated**

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Date	24 th October 2014
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