

Equality Impact and Needs Assessment Form



A) Description	
	Name of service, function, policy (or other) being assessed
	PR6 Park & Ride Bus Service
	Directorate or organisation responsible (and service, if it is a policy)
	Chief Executive's Directorate
	Date of assessment (DD/MM/YY)
	July 2009
	Date next assessment due (3 years)
	July 2010
	Names and/or job titles of people carrying out the assessment
	Charlotte Reynolds, Corporate Travel Plan Co-ordinator
	Accountable person (e.g. Head of Service)
	Richard Buzzacott, Head of Business Transformation
	Date EINA Form approved by accountable person (e.g. Head of Service)
	13 August 2009
1.	<p>What are the aims or main purpose of the service, function or policy? What does it provide and how does it provide it?</p> <p>This bus service has been introduced as one of the measures to assist staff in meeting the objectives of the County Hall Travel Plan, to reduce the number of single occupancy car journeys to County Hall.</p> <p>The service is provided by Stagecoach Devon, is publicly registered and can be used by both DCC staff and members of the public. It provides a half hourly direct service from Sowton Park and Ride to County Hall between 7.14 and 9.29 in the morning and between 16.03 and 18.33 in the afternoon. The ticket cost is £1.00 return. There is no single ticket and no child fare. Megarider tickets can be used on the service.</p> <p>The buses that will be used on the route will not be low floor, easy access vehicles and will not use the latest low emission engines.</p>
2.	<p>Location or any other relevant information</p> <p>County Hall, Topsham Road, Exeter & Sowton park & Ride</p>
3.	List any key policies or procedures to be reviewed as part of this assessment.

	County Hall Travel Plan
4.	Who is intended to benefit from the service, function or policy? <p>This service is an integral part of the County Hall Travel Plan and will help to deliver a reduction in the County Council's carbon emissions. It will play a major role in reducing local traffic congestion around County Hall and improving safety and air quality for local residents.</p> <p>As part of the Travel Plan staff based at County Hall are not allowed park on the campus for two days each week. The service provides one of the alternative ways for staff to travel to work on those days.</p> <p>Visitor parking at County Hall is very limited. This service will provide a convenient alternative for visitors who need to be at County Hall all day.</p>
5.	Who are the stakeholders? What is their interest? <p>Local residents Residents living in the immediate vicinity of County Hall should experience a reduction in local traffic congestion and an improvement in local air quality</p> <p>Staff For the purposes of this document, staff shall be defined as ALL people working at County Hall, including Members and the staff of other organisations based at County Hall (e.g. the Community Council of Devon, Devon Primary Care Trust, Global Action Plan). All those who work at the County Hall campus, with the exception of blue badge holders and those with temporary exemption from wellbeing@work/ occupational health are required to take two 'non car days' each week. This service provides them with one means of complying with this measure.</p> <p>Members of the public The service is a publicly registered service. Members of the public who are travelling to the St Leonard's area of Exeter will be able to use the service if they wish.</p> <p>Elected members Members have taken political positions on a number of issues that this service will have an impact on, including carbon management, traffic control, public transport and the environment.</p> <p>Devon County Council The service supports many of the objectives of the Local Transport Plan 2006-2011</p> <p>Visitors to County Hall Visitors to County Hall can use the service; this will help relieve the current pressure on visitor car parking space by providing an alternative means of reaching County Hall.</p>
6.	Are there any concerns at this stage which indicate the possibility of inequalities/negative impacts? For example: complaints, comments, research, outcomes of a scrutiny review. Please describe: <p>The Corporate travel Plan Co-ordinator has received a number of informal comments and queries from staff relating to the service.</p> <p>DCC Flexible Working Policy DCC has a very flexible working policy which is seen by many as a major benefit of working for the authority, allowing staff to organise their working hours around their other responsibilities. Staff have commented that the restricted hours of service contradict the flexible working policy and makes it harder for staff to take advantage of it and benefit from it.</p> <p>Staff with school age children</p>

Staff are concerned that the first afternoon service is too late for those who are responsible for the 'school run'.

Part Time Staff

Part time staff who work shortened hours have expressed discontent that they will not be able to use the service as there are buses running during the rest of the day.

Concessionary Pass Holders

The last morning service leaves before the 9.30 watershed for use of concessionary passes and there is no single ticket, so pass holders are not able to benefit and have to pay the full round trip fare.

Disabled Staff

As the service does not use low entrance buses it is not accessible to wheelchair users or those with limited mobility.

Accessibility

The service is only useful for those staff who live to the east and south east of the county. Staff travelling from other areas of the county will have to make extended journeys if they are to use the service, adding to their journey time and increasing not decreasing their carbon footprint.

B) Relevance

Select all that apply:		Scale of relevance	
7.	Front line service or facility for people.		Low
8.	Discretion is exercised, or potential for people to experience different treatment or level of satisfaction with the service.	√	Medium
9.	Employment policy – where discretion is not exercised.		Medium
10.	Employment policy – where discretion is exercised (e.g. recruitment or disciplinary process).		High
11.	Concerns at a local, regional or national level of discrimination/inequalities.		High
12.	Major change such as the closure, removal or transfer of a service/provision.		High
13.	Community and regeneration strategies, local area agreements and organisational or directorate/partnership strategies/plans.		High

(Note: if not relevant, do not complete this form)

Mark 'X' to confirm which strands are relevant to the review:

Age	x	Disability	x
Gender (men and women)	x	Race/ethnicity	
Trans-gender		Religion/belief	
Sexual orientation		Other (state below)	

Any other (such as Human Rights, people on low incomes and specific sub-strands requiring particular focus such as Travellers and Gypsies, Deaf people):

People with caring responsibility

People with restricted mobility
 People over 60 with concessionary passes
 People who work shortened hours

C) Information

14 What information (monitoring or consultation data) have you got and what is it telling you? *Required where relevance is Medium or High.*

Devon County Council's document 'Employment Diversity Data – April 2007 to March 2008' quantifies the % representation of the major equality strands across the Authority as a whole, excluding school staff. No accurate data exists to break this down by main place of work, so for the purpose of this assessment, it has been assumed that these figures are also representative of strand representation at County Hall. A full breakdown of the data can be found at http://www.devon.gov.uk/index/your_council/inside/jobs_and_careers/recruitment/staff_profile.htm

Headline figures shows that:

- 75% of the workforce is female, and of those,
 - 73% are part time
 - 9% are from black and minority ethnic communities
 - 2.2% have a disability.
- 25% of the workforce are male, and of those
 - 36% are part time
 - 1.6% are from black and minority ethnic communities
 - 3.4% have a disability
- 73% of the workforce are over 40, with
 - 12 % aged 60 and over
 - 9% aged between 16-29

The Best Value Performance Indicators show that Devon County Council is not meeting its targets for those with disabilities.

Information currently held on existing staff travel arrangements is taken from the County Hall staff travel to work survey, which was sent to all staff based at County Hall in May 2007. Two thirds of the workforce completed it and the results can be seen at <http://staff.devon.gov.uk/ch-travel-survey-2007.pdf>. This survey will be repeated in 2009, and this and all subsequent travel surveys will include a questions to monitor the impact of the bus service on equality.

D) Assessment

15 Describe any NEGATIVE impacts (actual or potential):

Strand/community	Impact (<i>how they may be affected</i>). Include assessment of risk (<i>likelihood and severity</i>).
People with caring responsibilities and those working shortened hours	People with caring responsibilities or those who work shortenend hours may need to return to their cars in park and ride car park outside the regular service hours. This will mean that they are effectively barred from using the service as a means of complying with the non car day measure in the County Hall Travel Plan

	Disability	The service will not operate with low floor, easy access bus so people with limited mobility may find it difficult to access the service.		
	Age	Older members of staff who have a concessionary fares pass for bus travel will not be able to use it on the service and may feel discriminated against		
16 Describe any POSITIVE impacts:				
	Strand/community	Impact (<i>how they may be affected</i>)		
	All staff except those with disability	The service provides a positive solution to meeting the two compulsory non car days that have been implemented at County Hall as part of the County Hall Travel Plan.		
17 Provide any information about NEUTRAL impacts that have been identified (there is neither a positive or negative impact):				
	Strand/community	Why there is 'no differential impact'		
	Staff who already travel to work without their car	The 2007 County Hall Travel Survey showed that 25% of staff based at County Hall already travel to work regularly without their car and the introduction of this service will not affect them		
E) Consultation				
18 Did you carry out any consultations? <i>Required where relevance is High.</i>				
YES				
19 Who was consulted? Include your findings in 15, 16 and 17 above.				
The 2007 Travel to Work Survey for staff based at County Hall asked whether or not staff would use a dedicated park and ride service from Sowton to County Hall; 345 members of staff (30% of all respondents) responded positively.				
20 Describe other research, studies or information used to assist with the assessment and include your findings above:				
F) Conclusions				
	Action/objective/target OR Justification	Resources required	Timescale	I/R/S/O
a)	Action: Highlight and publicise the 'park and share' facilities at both Sowton and Digby park and ride sites and the car sharers bulletin board.	Web information Communications	Current and ongoing.	
b)	Action: Explore the use of the DCC smartcard to obtain a concessionary fare on the H bus to Digby.	Funding to support the subsidy	Completed. Concession agreed with Stagecoach	

			for all single and return standard fares and approved by CMB	
c)	Justification – Disability: Staff with limited mobility are already exempt from the non car day measures at County Hall so do not need to use the service in order to comply with the Travel Plan Measures.			
d)	Justification – carers and reduced hours It is recognised that service may not meet the needs of all staff who work at County Hall. However, the scope of the service is constrained by the anticipated income that will be generated from the introduction of car park charges at County Hall. As a result of the agreement to band these charges according to salary, this anticipated income has been considerably reduced. The effects of this are mitigated by the actions a & b above.			
e)	Objective: Monitor use and review service details.	Stagecoach figures	Yearly on anniversary of service introduction	

(I) Taking immediate effect.

(R) Recommended to Council/Directors through a Committee or other Report*.

(S) Added to the Service Plan.

(O) Added to the Fair for All Programme (as an organisational improvement)**