

Annex B

EIA Title	Home to School/College Travel and Transport Policy Changes			
Did you use the EIA Screening Tool? (Please tick or specify)	Yes (Please attach upon submission)	X	No	

1. Explaining the matter being assessed

<p>What policy, function or service change are you assessing?</p>	<p>The policy change being assessed is Surrey County Council's Home to School/College Travel and Transport Policy.</p> <p>The consultation and review of the policy aimed to:</p> <ul style="list-style-type: none"> • ensure it continues to deliver its statutory responsibilities; • ensure it is able to improve outcomes for children and young people; • consider changes to policy in relation to three specific areas of current discretionary provision. <p>There are 3 key changes proposed to the policy which have been the focus on the consultation, these are:</p> <ul style="list-style-type: none"> • To cease to provide free home to school transport to an infant or primary school for a child under the age of five, where a child is likely to be deemed as eligible once they turn five years of age. • To cease home to school transport at the end of the term in which a child turns 8 (instead of the end of the academic year) where the child has been eligible due to living more than 2 miles but less than 3 miles from their nearest school. • To cease to provide home to school/college travel assistance for young people ages 17 -18, unless exceptional circumstances apply.
<p>Why does this EIA need to be completed?</p>	<p>Proposals could have an impact on individuals with protect characteristics. The EIA is necessary to understand any potential impact and necessary mitigation that is required.</p> <p>The protected characteristics identified are:</p> <ul style="list-style-type: none"> • Age • Disability



<p>Who is affected by the proposals outlined above?</p>	<p>Stakeholders who may be affected include:</p> <ul style="list-style-type: none"> • Children and young people of non-statutory school age • Parents/carers • Schools and colleges • Transport providers <p>The main stakeholders who will be impacted by the proposed changes to the Home to School/College Travel and Transport Policy are those children and young people of non-compulsory school age who are currently accessing the service - post 16 pupils and children under the age of 5.</p>			
<p>How does your service proposal support the outcomes in the Community Vision for Surrey 2030?</p>	<p>The Community Vision for Surrey 2030 outcomes that are linked to the service and proposals are:</p> <ul style="list-style-type: none"> • Children and young people are safe and feel safe and confident • Everyone benefits from education, skills and employment opportunities that help them succeed in life • Everyone lives healthy, active and fulfilling lives, and makes good choices about their wellbeing • Journeys across the county are easier, more predictable and safer 			
<p>Are there any specific geographies in Surrey where this will make an impact? (Please tick or specify)</p>	County Wide	X	Runnymede	
	Elmbridge		Spelthorne	
	Epsom and Ewell		Surrey Heath	
	Guildford		Tandridge	
	Mole Valley		Waverley	
	Reigate and Banstead		Woking	
	Not Applicable			
	County Divisions (please specify if appropriate):			
<p>Briefly list what evidence you have gathered on the impact of your proposals?</p>	<p>A range of local evidence and benchmarking with other areas has been undertaken to understand the impact of the proposals and establish best practice used by other local authorities. Evidence gathered includes:</p> <ul style="list-style-type: none"> • Consultation survey responses • Public engagement events • SEND Youth Advisers Surrey focus groups 			

	<ul style="list-style-type: none">• Primary, Secondary, and Special School Phase Council meetings• Children, Families, Lifelong Learning and Culture Select Committee• DfE Home to School Transport Guidance• DfE Home to College Transport Guidance• Service review and performance monitoring• Local authority benchmarking (statistical neighbours)• Local Government and Social Care Ombudsman reports related to home to school transport <p>Extensive benchmarking with other local authorities was carried out to review other local authorities' home to school transport policies and provision. This established that the majority of local authorities had either never provided for, or have withdrawn, the provision of free home to school transport for children and young people below statutory school age. The majority of local authorities apply an annual contributory charge to the parents of children and young people in receipt of post-16 home to school transport provision, to support the costs to the local authority for the provision of this transport. Some local authorities have reduced their discretionary offer and no longer provide travel assistance once a young person is in Year 12 (Post 16 education).</p>
--	--

2. Service Users / Residents

There are 10 protected characteristics to consider in your proposal. These are:

1. Age including younger and older people
2. Disability
3. Gender reassignment
4. Pregnancy and maternity
5. Race including ethnic or national origins, colour or nationality
6. Religion or belief including lack of belief
7. Sex
8. Sexual orientation
9. Marriage/civil partnerships
10. Carers protected by association

Though not included in the Equality Act 2010, Surrey County Council recognises that socio-economic disadvantage is a significant contributor to inequality across the County and therefore regards this as an additional factor.

Therefore, if relevant, you will need to include information on this. Please refer to the EIA guidance if you are unclear as to what this is.

AGE						
What information (data) do you have on affected service users/residents with this characteristic?						
<p>Reception: In academic year 2019/20, there were 156 four year olds who received free home to school transport on the basis that they would be eligible for this provision when they turned five. 109 have an EHCP. If all of these children turned five at the end of the Summer term, the Council would be spending approximately £1.1million on this discretionary provision (full academic year estimate).</p> <p>Distance criteria: At the start of academic year 2019/20, there were 66 seven year olds who lived between 2 and 3 miles from their nearest suitable school for whom the Council provided free home to school transport. 18 of these children had an EHCP.</p> <p>Post 16: In academic year 2019/20 there are 465 16 – 19 year old young people who receive home to college travel assistance. 452 have an EHCP. The Council is spending approximately £3.7million on this discretionary provision.</p>						
Impacts (Please tick or specify)	Positive		Negative		Both	X
Impacts identified	Supporting evidence		How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner	
<i>What impacts have you identified?</i>	<i>What are you basing this on?</i>		<i>Actions to mitigate or enhance impacts</i>	<i>Due date</i>	<i>Who is responsible for this?</i>	
For children who are 4 years old beginning Reception, their families may not start them in Reception at the beginning of the academic year. This could 1) delay children accessing education; 2) be destabilising for Reception classes where children are	Respondent survey and engagement event feedback.		Engage and communicate with families before the end of the Spring term to inform them of the changes to policy and the likely impact. Work with schools and families to identify alternative	For September 2020	Claire Potier	

Equality Impact Assessment

<p>joining throughout the year. This could be particularly destabilising in specialist Reception classes with children with SEND. (Negative)</p>		<p>travel options and support to enable access to placement.</p> <p>The Council will consider applications for travel assistance for children in Reception on a case by case basis with discretionary award of assistance given where it is identified as necessary based on their specific needs/circumstances</p>		
<p>For post 16 young people, families have already applied/agreed College places for 2020/21 based on the existing policy and may be unaware of the impact of proposed changes to policy. This may result in post 16 places not being taken up. (Negative)</p>	<p>Respondent survey and engagement event feedback; research from other local authorities who have made policy changes for the forthcoming academic year after families have made decisions about their young person's College placement.</p>	<p>Engage and communicate with families before the end of the Spring term to inform them of the changes to policy and likely impact.</p> <p>Work with schools and families to identify alternative travel options and support to enable access to placement.</p> <p>Where appropriate, work with schools and families during the summer term to develop and enable independent travel opportunities.</p> <p>Promote independent travel training and discounted public transport options for post 16 students.</p>	<p>Post 16 policy changes – for September 2020</p> <p>Independent travel training – 10 February 2020</p>	<p>Claire Potier Eamonn Gilbert</p>

		The Council will consider applications for travel assistance for post 16 young people on a case by case basis with discretionary award of assistance where it is identified as necessary in order to access their placement based on their specific needs/circumstances.		
May restrict very young children (pre-school) to access early intervention education placements where transport is the barrier to early years provision. (Negative)	Feedback from survey responses and engagement events	In line with its current policy, the Council will continue to consider applications on a case by case basis to establish if travel assistance is necessary based on the assessment of needs and circumstances of the child and family.	Continuation of current policy	Claire Potier
May reduce choice of educational establishments available to Post 16 students (Negative)	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend the local post 16 offer for both pupils with and without SEND to provide sufficient provision.	Continuation of current policy	Eamonn Gilbert
May incentivise more children under 5 to attend local provision enables the development of stronger local support networks	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend local early years provision for children with and without	Continuation of current policy	Eamonn Gilbert

Equality Impact Assessment

and reduces the need to travel long distances. (Positive)		SEND to provide sufficient provision.		
May incentivise more Post 16 students to study locally which enables the development of stronger local support networks and reduces the need to travel long distances and provides for an easier transition into adulthood. (Positive)	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend the local post 16 offer for both pupils with and without SEND to provide sufficient provision.	Continuation of current policy	Eamonn Gilbert
<p>What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decisions makers need to be aware of</p>				
<p><i>The Council is already undertaking extensive work to create and identify provision for children below the age of 5 at local provisions with investment in improving support and resources at the locations. The intended outcome is that more children with SEND will be able to access their education at their local school reducing the need to travel and need for the Council to provide support with travel arrangements.</i></p>				
<p><i>Similar work is also underway with Post 16 establishments to improve the study programmes available locally, ensuring improved choice of study locally rather than courses that require considerable travel in order to access them.</i></p>				
<p>Any negative impacts that cannot be mitigated? Please identify impact and explain why</p>				
<p><i>All negative impacts can be mitigated</i></p>				

DISABILITY						
What information (data) do you have on affected service users/residents with this characteristic?						
As at 6 January 2020, there were 9,820 children and young people in Surrey with an Education, Health and Care plan (EHCP). Approximately 3,600 were in receipt of some form of travel assistance.						
Impacts (Please tick or specify)	Positive		Negative		Both	X
Impacts identified	Supporting evidence		How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner	
<i>What impacts have you identified?</i>	<i>What are you basing this on?</i>		<i>Actions to mitigate or enhance impacts</i>	<i>Due date</i>	<i>Who is responsible for this?</i>	
Concerns for the safety of children and young people with SEND using public transport and their ability to manage unplanned circumstances. (Negative)	Feedback from survey responses and engagement events		The Council will continue to develop the support and expertise available to children, young people and families to enable safer travel on public transport. Independent Travel Training will be delivered as bespoke training for the individual to ensure that they learn to travel independently and	10 February 2020	Eamonn Gilbert	

		<p>minimise any potential impact relating to their SEND.</p> <p>Young people will be given the opportunity to learn the necessary skills to travel independently at their own pace and will reflect the specific route and environment they will be expected to use.</p> <p>Schools and families and the young person will have the opportunity to feedback during the training process to establish when the young person is suitable to begin travelling independently.</p> <p>As part of the training, young people will be assessed as to whether they can demonstrate and understand how to deal with situations where unplanned situations present themselves and how to maintain their safety.</p>		
Concerns for the safety of children and young people with SEND using collection points and their ability to manage	Feedback from survey responses and engagement events	Each child and young person will be assessed on a case by case basis (needs/circumstances) to establish if they could access	10 February 2020	Eamonn Gilbert

Equality Impact Assessment

<p>unplanned circumstances. (Negative)</p>		<p>a collection point with support from an adult where necessary.</p> <p>Where a child/young person is assessed as being able to access a collection point, then a further assessment will be undertaken to establish the distance the child/young person could be expected to walk to the collection point. Distances will be agreed based on the individual needs and circumstances of the child young person on a case by case basis.</p> <p>Each collection point will be individually assessed for suitability of use. Only locations assessed and identified as appropriate for use will be used on the service. Locations will then be allocated to individual children/young people based on their home address and their needs to ensure all locations are suitable to support individual needs/circumstances.</p>		
--	--	---	--	--

Equality Impact Assessment

		<p>Children and young people will continue to be accompanied to and from the collection point by an adult (where necessary) supporting the individual with any immediate needs/concerns. Transport providers will not allow a young person to be left at a collection point unless agreed in advance and an acceptable arrangement with the family.</p>		
<p>Young people having greater access to education and employment opportunities where Independent Travel Training has been successfully delivered.(positive)</p>	<p>Benchmarking with other Local Authorities</p>	<p>By evidencing that a young person has the ability to travel independently it will enable those supporting the family to identify opportunities that previously would not be considered due to being inaccessible due to their inability to use public transport.</p> <p>Study programmes and learning opportunities with a requirement to be able to undertake journeys independently become available creating opportunities to begin employment pathways.</p>	<p>10 February 2020</p>	<p>Eamonn Gilbert</p>

		<p>The Council will work closely with families through the EHCP and Annual Review process to identify opportunities to develop independent travel skills as early in their life as appropriate that will reduce future dependency on family members and increase the access to opportunities for all family members and the family's overall quality of life.</p>		
<p>What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decisions makers need to be aware of</p>				
<p>The Council continues to work with transport providers to ensure that drivers and the service can appropriately support service users with disabilities and enable greater access to services and the wider community.</p>				
<p>Any negative impacts that cannot be mitigated? Please identify impact and explain why</p>				
<p><i>All negative impacts can be mitigated</i></p>				

3. Amendments to the proposals

CHANGE	REASON FOR CHANGE
<i>What changes have you made as a result of this EIA?</i>	<i>Why have these changes been made?</i>
<p>Original proposal detailed that no travel/transport will be provided by the Council until after the child's 5th Birthday. This will be changed in light of the responses received and will now allow parents/carers to present specific circumstances/needs. The Council will review these on a case by case basis making a discretionary award for assistance where necessary</p>	<p>The Council acknowledges that in some cases the importance of accessing early intervention (due to a child's SEND needs) through an education placement may be identified as a high priority and without transport a placement may not be accessible. For high need/specialist placements the Council will consider support with travel on a case by case basis based on their specific needs and circumstances.</p>
<p>Original proposal detailed that no travel/transport will be provided by the Council to a young person who is 16 (in year 12) or older in order for them to access their education placement. This will be changed in light of the responses received and will now allow parents/carers to present specific circumstances/needs. The Council will review these on a case by case basis making a discretionary award for assistance where necessary</p>	<p>The Council acknowledges that in some cases the young people may not be able to access their education placement due to the limited travel options available to them due to their SEND. Where an education placement is inaccessible due to their SEND that Council will consider support with travel on a case by case basis based on their specific needs and circumstances.</p>

5. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation in the in the blank box below.

Outcome Number	Description	Tick
Outcome One	No major change to the policy/service/function required. This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken	
Outcome Two	Adjust the policy/service/function to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	



<p>Outcome Three</p>	<p>Continue the policy/service/function despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:</p> <ul style="list-style-type: none"> • Sufficient plans to stop or minimise the negative impact • Mitigating actions for any remaining negative impacts plans to monitor the actual impact. 	<p>X</p>
<p>Outcome Four</p>	<p>Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination (For guidance on what is unlawful discrimination, refer to the Equality and Human Rights Commission’s guidance and Codes of Practice on the Equality Act concerning employment, goods and services and equal pay, available here).</p>	
<p><i>Please use the box on the right to explain the rationale for your recommendation</i></p>	<p>The proposals ensure that Surrey County Council delivers its statutory obligations in relation to Home to School/College Travel and Transport. This will impact on the identified stakeholders in both negative and positive ways, where a negative impact is experienced that restricts an individual’s attendance at School/College then the Council retains its right to review each case individually to consider a discretionary award for support with travel arrangements.</p>	

6a. Version Control

Version Number	Purpose/Change	Author	Date
V1.0	1 st draft	Stephen Good	6 th December 2019
V2.0	2 nd draft	Mary Burguieres	6 January 2020
V3.0	3 rd draft	Stephen Good	10 January 2020

The above provides historical data about each update made to the Equality Impact Assessment. Please do include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process. For further information, please see the EIA Guidance document on version control.

6b. Approval

	Name	Date approved
Approved by*	<i>Head of Service, Liz Mills</i>	15.01.20
	<i>Executive Director, Dave Hill</i>	15.01.20
	<i>Cabinet Member, Julie Iles</i>	21.01.20
	<i>Directorate Equality Group</i>	15.01.20

EIA Author	Mary Burguieres and Stephen Good
-------------------	----------------------------------

*Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

6c. EIA Team

Name	Job Title	Organisation	Team Role
Mary Burguieres	Assistant Director, Systems and Transformation	Surrey County Council	Programme sponsor
Stephen Good	Programme Manager	Independent consultant	Programme management
Deborah Chantler	Legal	Surrey County Council	Legal adviser

If you would like this information in large print, Braille, on CD or in another language please contact us on:

Tel: 03456 009 009

Equality Impact Assessment

Textphone (via Text Relay): 18001 03456 009 009

SMS: 07860 053 465

Email: contactcentre@surreycc.gov.uk