

<b>Cabinet</b>	
<b>Wednesday 13 March 2019 10.00 am</b>	
<b>Cabinet Suite - Shire Hall, Gloucester</b>	
<b>AGENDA</b>	

<b>Item</b>	<b>Due Regard Statements</b>	<b>Portfolio</b>
<b>6</b>	<p><b>Dynamic Purchasing System - Children and Young People</b> (Pages 1 - 12)</p> <p>To agree the future arrangements for the commissioning of day and residential placements at Independent and Non-maintained Special Schools and Independent Specialist Colleges for Children and Young People with Additional Needs.</p>	Children and Young People
<b>7</b>	<p><b>Cost pressures and Continued Support for Subsidised Public Transport Contracts</b> (Pages 13 - 24)</p> <p>To seek approval to review subsidised public transport services and implement measures to manage future public transport arrangements across the county.</p>	Environment and Planning

### **Cabinet**

Cllr Mark Hawthorne MBE, Cllr Ray Theodoulou, Cllr Richard Boyles, Cllr Tim Harman, Cllr Nigel Moor, Cllr David Norman MBE, Cllr Vernon Smith, Cllr Lynden Stowe, Cllr Kathy Williams and Cllr Roger Wilson

### **NOTES**

- DECLARATIONS OF INTEREST** – Members requiring advice or clarification about whether to make a declaration of interest are invited to contact the Monitoring Officer (Jane Burns ☎01452 328472 /fax: 425149 e-mail: [jane.burns@gloucestershire.gov.uk](mailto:jane.burns@gloucestershire.gov.uk)) prior to the start of the meeting.
- INSPECTION OF PAPERS AND GENERAL QUERIES** - If you wish to inspect minutes or reports relating to any item on this agenda or have any other general queries about the meeting, please contact: Jo Moore, Senior Democratic Services Adviser ☎:01452 324196/fax: 425240/e-mail: [jo.moore@gloucestershire.gov.uk](mailto:jo.moore@gloucestershire.gov.uk)

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3. **DEFINITION OF A KEY DECISION** - A 'Key Decision' is one that is, if implemented, is likely to
- Result in significant additional expenditure or savings to the value of £500,000 or more, or
  - Be significant in terms of its effect on communities in two or more electoral divisions.
4. **GENERAL ARRANGEMENTS** - Members are required to sign the attendance list.
5. **PHOTOGRAPHY, FILMING AND AUDIO RECORDING OF COUNCIL MEETINGS** is permitted subject to the Local Government Access to Information provisions. Please contact Democratic Services (01452 324202) to make the necessary arrangements ahead of the meeting. If you are a member of the public and do not wish to be photographed or filmed please inform the Democratic Services Officer on duty at the meeting.

**EVACUATION PROCEDURE** - in the event of the fire alarms sounding during the meeting please leave as directed in a calm and orderly manner and go to the assembly point located **outside the main entrance to Shire Hall in Westgate Street**. Please remain there and await further instructions.

## Due Regard Statement

Please use this statement to evidence how 'due regard to' the three aims of the public sector equality duty has been made (section 149 of the Equality Act 2010) during the development of the 'policy'.<sup>1</sup>

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by the ACT:
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic

Name of the 'policy':	Approval to participate in a Dynamic Purchasing System (DPS) for the commissioning of day and residential placements at Independent and Non-maintained Special Schools (Including Colleges) for Children and Young People with additional needs for the period 1 <sup>st</sup> April 2019 to 31 <sup>st</sup> March 2026
Person(s) responsible for completing this statement	Forrest Wilhoite, Development Manager for SEND
Briefly describe the activity being considered including aims and expected outcomes	<p>The council is currently partnered with the West Sussex Special Educational and Disabilities DPS (Dynamic Purchasing System). The current agreement ends on the 31 March 2019.</p> <p>The purpose of this report is to consider the future procurement options which are open to the Council to replace the current dynamic purchasing system.</p> <p>The council must have a robust and transparent procurement process in place to commission day and residential educational placements at independent or other non-maintained schools and colleges, or residential care placements which have an educational aspect, for children and young people up to the age of 25.</p>

<sup>1</sup> For 'policy': any new and existing policy, strategy, services, functions, work programme, project, practice and activity. This includes decisions about budgets, procurement, commissioning or de-commissioning services, service design and implementation.

## Documenting use of sufficient information

Please document below the data and information sources that you have used to understand the needs, participation and experiences of each protected group. Evidence must be gathered as the policy is developed and used to inform decisions.

### Service user data

Service user data is an important source of evidence and should be collated as part of routine monitoring of in- house or external services. If service user data is not available record 'not known' and use the action plan to identify what improvement actions will be used to gather data going forward.

Service user diversity reports are available on our website and give an indication of service user participation across commissioning areas, for example adult residential services and youth services. It does not include participation data at individual service level.

### Needs analysis

Gloucestershire population demographics data is available to understand the representation of different protected groups across the county and help with needs analysis. Data like this may also be also useful for benchmarking to identify under or over representation of a service by any of the protected groups. For example, a service is open to all residents and from monitoring you know that 2% of service users are disabled: However, demographic data indicate that 16.7% of Gloucestershire residents report having a disability or long term limiting illness. This finding can be used to explore if there are barriers to participation by residents with disabilities and how this can be addressed as part of the development of your 'policy'.

### Data gaps

You may find that you have more information about some of the protected groups for example, gender, age, disability and less about others, for example, sexual orientation and religion and/or belief. If data is not available and you intend to start collating data about a protected characteristic please use the action plan to outline how this data will be collated. You can find equality monitoring guidance on our website including an equality monitoring template.

If you have no plans to start collating data about a protected characteristic please state the rational why.

**Service information (if applicable) or Needs analysis (if applicable)**

<p><b>Who is responsible for delivering the service?</b></p>	<p>GCC Head of Commissioning for Learning and Head of Services for Children with Additional Needs</p>
<p><b>Service user data/Needs analysis information</b></p>	
<p>Age</p>	<p>The age range covers 0 – 25. During the 2017/18 academic year the council placed 243 children and young people in independent/non-maintained provision.</p> <p>The age breakdown is as follows</p> <p>&lt;5 = 7                      5 – 10 = 24                      11-15 = 117                      16+ = 95</p> <p>Source: GCC Out of County data and September 17 placements</p>
<p>Disability</p>	<p>Autistic Spectrum Disorder (ASD) – 38                      Hearing Impaired (HI) – &lt;5                      Moderate Learning Difficulties (MLD) – 30                      Physical Disability (PD) – 20                      Profound Multiple Learning Difficulties (PMLD) – 12                      Social Emotional Mental Health (SEMH)– 102                      Speech Language Communication Needs (SLCN) – 17                      Severe Learning Difficulty (SLD) – 15                      Specific Learning Difficulty (SpLD) – 6                      Visual Impairment (VI) – &lt;5</p> <p>Source: GCC Out of County data and September 17 placements</p>
<p>Sex</p>	<p>Female – 69                      Male – 174</p> <p>Source: GCC Out of County data and September 17 placements</p>

Race (including Gypsy & Traveller)	<p>White British – 180  White Irish - &lt;5  Any other White Background – 5  Black African - &lt;5  Black Caribbean – 5  Any other Black background - &lt;5  Chinese - &lt;5  Any other mixed background - &lt;5  White and Asian – &lt;5  Any other Asian background - &lt;5  Indian – &lt;5  Pakistani - &lt;5  White and Black Caribbean – 5  Information not obtained - &lt;5  Refused - &lt;5  Not Known – 28</p> <p>Source: GCC Out of County data and September 17 placements</p>
Gender reassignment	No information available
Marriage & civil partnership	No information available
Pregnancy & maternity	No information available
Religion or Belief	No information available
Sexual Orientation	No information available

**Other information**

**Workforce data**

Please document details of GCC staff only if they will be affected by the proposed activity. This could include GCC staff transferring under TUPE to a new service provider, relocating, employment at risk. **GCC Workforce diversity reports** are available on our website.

If the proposed activity does not affect GCC staff, please state 'Not affected below'.

<b>Total number of GCC staff affected</b>	Not Affected
Age	Not Affected
Disability	Not Affected
Sex	Not Affected
Race (including Gypsy & Traveller)	Not Affected
Gender reassignment	Not Affected
Marriage & civil partnership	Not Affected
Pregnancy & maternity	Not Affected
Religion or Belief	Not Affected
Sexual Orientation	Not Affected



## Consultation and engagement

List all types of consultation that has taken place during the development of this activity. Include on-line consultations, events, meetings with stakeholders, community events, employee consultation exercises etc

Service users	Service users and their parents are consulted on their individual placement decision rather than the actual procurement methods the council applies to achieve this
Workforce	Colleagues across GCC education, SEND & commissioning have been discussing options for future framework options to inform the procurement approach.
Partners	Meeting with other local authority representatives to discuss the content of the new framework and discuss the benefits/merits of the opportunity of the new system.
External providers of services	Some conversations have been held with external providers over the options for commissioning places in the future. Further conversations will be held as the options develop.

## Equality analysis: Summary of what the evidence shows and how has it been used

This section will allow you to outline how the evidence has been used to show 'due regard' to the three aims of the general equality duty. It is important that this consideration is thorough and based on sufficient information. Consideration should be relevant and proportionate.

- Eliminate discrimination
- Advance equality of opportunity
- Promote good relations..

<b>Protected group</b>	<b>Challenge or opportunity considered and what we did</b>
<b>Age(A)</b>	The age profile of children will vary from year to year, however the data relating to current children and young people with Additional Needs aged 0-25 who have their needs met through the current DPS shows that it is capable of catering for meeting the needs across the whole age range to ensure that no child or young person is disadvantaged because of their age.
<b>Disability (D)</b>	Opportunity - The current profiles of children and young people who have been allocated placements through the DPS demonstrate the ability of it to meet a wide spectrum of need, especially for those children and young people with more complex needs who are likely to require a more intensive or flexible level of support. Continuation in this DPS will ensure that the needs of Children and Young People with Additional Needs, in particular those with more complex needs, will continue to be met at the most appropriate placement.
<b>Sex (S)</b>	The proposals do not differentiate or discriminate between genders. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve their potential at the most appropriate placement.
<b>Race (including Gypsy &amp; Traveller)(R)</b>	The proposals do not differentiate or discriminate against race. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve their potential at the most appropriate placement.
<b>Gender reassignment(GR)</b>	The proposals do not differentiate or discriminate against anyone who has undergone or about to undergo gender reassignment. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve their potential at the most appropriate placement.
<b>Marriage &amp; civil partnership (MCP)</b>	The proposals do not differentiate or discriminate married couples or any in civil partnership.
<b>Pregnancy &amp; maternity (PM)</b>	The proposals do not differentiate or discriminate against anyone sexual orientation over another. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve

	their potential at the most appropriate placement.
<b>Religion and/or Belief (RAOB)</b>	The proposals do not differentiate or discriminate against a person's religion or belief. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve their potential at the most appropriate placement.
<b>Sexual Orientation(SO)</b>	The proposals do not differentiate or discriminate against one sexual orientation over another. Children and young people with Additional Needs will have their needs identified holistically through the EHCP process. This will enable a personalised approach to take into account needs which will ensure they have every opportunity to achieve their potential at the most appropriate placement.

## Strengthening actions: Planning for further improvements

Please outline here what actions are required for further improvements to address challenges or opportunities, for example:

- Arrangements for continued/new engagement with stakeholders, staff, service users
- Plans to close data gaps across any of the protected characteristics through reviewed contract management arrangements
- Identify other plans already underway to address the challenges or opportunities identified in this statement
- Share findings with partner organisations.

If none, state 'none' below.

### Action Plan

Action	Who is accountable	Time frame
Meeting with DPS providers and other local authorities to develop the offer available to Gloucestershire's Children and Young People.	GCC EHCP & Commissioning Services	Ongoing

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### Monitoring and Review

Please indicate what processes/actions will be put in place to keep this 'activity' under review. For example will progress be monitored/ reported to a board, scrutiny committee, project board etc

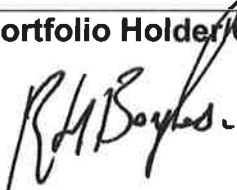
The progress of the DPS will be monitored by the officers in the SEND team and Commissioning team. Progress will be reported to the Heads of Service for Commissioning for Learning and Children with Additional Needs.
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### Sign off and Scrutiny

By signing this statement off as complete you are confirming that 'you' have examined sufficient information across all the protected groups and used that information to show due regard to the three aims of the general duty. This has informed the development of the activity

Senior level sign off: 	Date: 4 March '19
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I am in agreement that sufficient information and analysis has been used to inform the development of this 'activity' and that any proposed improvement actions are appropriate and I confirm that I as the decision maker have been able to show due regard to the needs set out in section 149 of the Equality Act 2010.

Name of relevant Portfolio Holder/Cabinet Member: Cllr Richard Boyles	
Signed by Portfolio Holder/Cabinet Member:  R.H. Boyles	Date: 4 MARCH 2019

### Publication

If this statement accompanies cabinet paper it will be published as part of the cabinet report publication process. Statements accompanying cabinet reports are also published on our website. If this statement is not to be submitted with a cabinet paper please maintain a copy for your own records that can be retrieved for internal review and also in case of future challenge.

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## Due Regard Statement

Please use this statement to evidence how 'due regard to' the three aims of the public sector equality duty has been made (section 149 of the Equality Act 2010) during the development of the 'policy'.<sup>1</sup>

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by the ACT:
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic

Name of the 'policy':	Cost pressures and continued support for subsidised public transport contracts
Person(s) responsible for completing this statement	Tom Main – Transport Operations Manager Philip Williams – Lead Commissioner, Community Infrastructure
Briefly describe the activity being considered including aims and expected outcomes	<ul style="list-style-type: none"> <li>• to review subsidised public transport services and implement measures to manage future public transport arrangements across the county.</li> <li>• Consult with the public and key stakeholders on any proposed changes.</li> <li>• Review policy and mechanisms for public transport contracts: contract length, annual inflationary contract price increases, cost per passenger subsidy cap, competitiveness of local bus market; report back to the cabinet member with recommendations.</li> </ul>

## Documenting use of sufficient information

Please document below the data and information sources that you have used to understand the needs, participation and experiences of each protected group. Evidence must be gathered as the policy is developed and used to inform decisions.

Service user data

<sup>1</sup> For 'policy': any new and existing policy, strategy, services, functions, work programme, project, practice and activity. This includes decisions about budgets, procurement, commissioning or de-commissioning services, service design and implementation.

Service user data is an important source of evidence and should be collated as part of routine monitoring of in- house or external services. If service user data is not available record 'not known' and use the action plan to identify what improvement actions will be used to gather data going forward.

Service user diversity reports are available on our website and give an indication of service user participation across commissioning areas, for example adult residential services and youth services. It does not include participation data at individual service level.

### Needs analysis

Gloucestershire population demographics data is available to understand the representation of different protected groups across the county and help with needs analysis. Data like this may also be also useful for benchmarking to identify under or over representation of a service by any of the protected groups. For example, a service is open to all residents and from monitoring you know that 2% of service users are disabled: However, demographic data indicate that 16.7% of Gloucestershire residents report having a disability or long term limiting illness. This finding can be used to explore if there are barriers to participation by residents with disabilities and how this can be addressed as part of the development of your 'policy'.

### Data gaps

You may find that you have more information about some of the protected groups for example, gender, age, disability and less about others, for example, sexual orientation and religion and/or belief. If data is not available and you intend to start collating data about a protected characteristic please use the action plan to outline how this data will be collated. You can find equality monitoring guidance on our website including an equality monitoring template.

If you have no plans to start collating data about a protected characteristic please state the rational why.

### **Service information (if applicable) or Needs analysis (if applicable)**

<b>Who is responsible for delivering the service?</b>	The county council's Integrated Transport Unit oversees the design and procurement of a network of subsidised public and community transport services specifically aimed at providing public access to essential services. In 2015 the ITU undertook a countywide consultation of bus users and other stakeholders with over 2700 responses. This provided valuable recent data however further consultation(s) will be required in 2019 where changes are considered. These may be on a service by service or area-wide basis.
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## Service user data/Needs analysis information

Age	<p>The Equality Act 2010 states that due regard should be given to the impacts on children and older people. Analysis of the 2019 Gloucestershire County Council Population Profile shows the total number of residents is estimated as 628,139 broken down into the following age ranges:</p> <p>0-19 – 22.5%          20-64 – 56.4%          Over 65 – 21.0%</p> <p>The ITU 2015 consultation summary shows that of the 2712 people that responded to the question about their age, 52% said they were aged over 65. Fewer in proportion belonged to other age groups. While this is a higher proportion than our Transport Focus Age Benchmark suggested would respond (30%) it reflected the fact we were consulting only about subsidised services which serve smaller communities which carry fewer people to work and school than the commercial network.</p>
Disability	<p>Due regard should be given to those individuals with disabilities and the impact the review will have on them.</p> <p>According to the 2011 Census 16.7% of Gloucestershire residents have reported as having a long term limiting illness or disability.</p> <p>0-15 Year Olds          With a long term limiting health problem – 3.1%          No long term limiting health problem – 96.9%</p> <p>16-19 Year Olds          With a long term limiting health problem – 7.8%          No long term limiting health problem – 92.2%</p> <p>50-64 Year Olds          With a long term limiting health problem – 18.3%          No long term limiting health problem – 81.7%</p> <p>65+ Year Olds          With a long term limiting health problem – 49.0%          No long term limiting health problem – 51.0%</p> <p>Dementia is one of the major causes of disability in older people and given the ageing population. Estimates suggest that in 2019 there are 9,780 people aged 65+ living with dementia in Gloucestershire. Incidents of dementia increase with age, people</p>

	<p>aged 65-69 account for 4.7% of dementia sufferers over 65. This increased 24.4% for the age group 85-89. Given the ageing population the number of dementia sufferers will only increase in the future.</p> <p>Of those that responded to the 2015 ITU consultation 17% said they had a disability while 81% said they hadn't and 2% "preferred not to say". The 17% figure is lower than expected – around 25% of respondents to a 2014 Passenger Focus survey said they had a disability. However it is still a significant number (427) and proportion of the total responding to the question (2500).</p>
Sex	<p>Due regard should be given to the impact according to their sex for example the impact of females using the transport network.</p> <p>As age increases gender differences become more noticeable, with females outnumbering males by an increasing margin. 49.1% male and 50.9 female. There is potential that females may be more prone to the impact due to more females at during the day and are more likely to use transport networks.</p> <p>Of those who responded to the 2015 ITU consultation 52% were female and 48% male, which was close to population data, and a representative sample.</p>
Race (including Gypsy & Traveller)	<p>Due regard should be given to the impact according to the race of individuals and the impact the review / savings will have on them.</p> <p>With regards to ethnic origin, the 2011 Census found that 91.6% of Gloucestershire residents were White British, 2.1% were Asian/Asian British, 1.5% were from a Mixed/Multiple Ethnic group, 0.9% were Black/Black British, 0.6% were White Irish, 0.1% were of Gypsy or Irish Traveller origin, 3.1% were in an 'other White' category and 0.2% were in another ethnic group. Some 36% of the people who were not White British were born in the UK.</p> <p>The 2011 Census found that overall, 4.6% of the population in Gloucestershire was from Black and Minority Ethnic (BME) backgrounds; this figure increased to 8.4% when the Irish, Gypsy or Irish Traveller and 'other White' categories were included. The proportion of people from Black and Minority Ethnic backgrounds was considerably lower than the national figure of 14.6%.</p> <p>5.6% of those respondents to the 2015 ITU consultation who gave an answer were from non white-British backgrounds. This is slightly higher than expected. However it is unlikely that race is a significant factor in the provision or otherwise of passenger transport services, and this figure is sufficiently close to population figures to not give cause for concern.</p>
Gender reassignment	<p>According to the Gloucestershire Population Monitor - there is an estimate that there may be somewhere between 3,029 and 5,154 adults in the county that are experiencing some degree of gender variance.</p> <p>No data on gender reassignment was collected as part of the 2015 ITU consultation as this is unlikely to be an issue affecting transport provision.</p>
Marriage & civil partnership	<p>The Marriage and Civil partnership group has not been considered for this due regard statement as there is unlikely to be any significant impacts on this group relative to the population as a whole.</p> <p>According to the 2012 population Monitor - Marital and civil partnership status.</p>

	<p>30.5% are single and have never married or registered a same-sex civil partnership  50.2% are married  0.3% are in a registered same-sex civil partnership  2.3% are separated but still legally married or still legally in a same sex civil partnership  9.5% are divorced or formerly in a same sex civil partnership which is now legal dissolved  7.2% are widowed or a surviving partner from a same sex civil partnership.</p> <p>No data on marriage and civil partnership was collected as part of the 2015 ITU consultation as this is unlikely to be an issue affecting transport provision.</p>
Pregnancy & maternity	There is currently no information available regarding the proportion of people who are pregnant. No data on pregnancy and maternity was collected as part of the 2015 ITU consultation as this is unlikely to be an issue affecting transport provision.
Religion or Belief	<p>Gloucestershire 2012 Population Monitor reports that 63.5% of Gloucestershire residents are Christian  This is followed by no religion which accounts for 26.7% of the total population  No data on religion or belief was collected as part of the 2015 ITU consultation as this is unlikely to be an issue affecting transport provision.</p>
Sexual Orientation	<p>Gloucestershire 2012 Population Monitor reports that 2.7% of those aged 16-24 identifying themselves as Gay, Lesbian or Bisexual, compared with only 0.4% of those 65 and over.  No data on sexual orientation was collected as part of the 2015 ITU consultation as this is unlikely to be an issue affecting transport provision.</p>

### Other information

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### Workforce data

Please document details of GCC staff only if they will be affected by the proposed activity. This could include GCC staff transferring under TUPE to a new service provider, relocating, employment at risk. **GCC Workforce diversity reports** are available on our website.

If the proposed activity does not affect GCC staff, please state 'Not affected below'.

<b>Total number of GCC staff affected</b>	No direct effect anticipated on staff, so the section below has been left blank.
Age	
Disability	
Sex	
Race (including Gypsy & Traveller)	
Gender reassignment	
Marriage & civil partnership	
Pregnancy & maternity	
Religion or Belief	
Sexual Orientation	

## Consultation and engagement

List all types of consultation that has taken place during the development of this activity. Include on-line consultations, events, meetings with stakeholders, community events, employee consultation exercises etc

Service users	Should changes to services or policy be considered we will consult with members of the public including bus users and other relevant stakeholders. The methods used for any public consultation will be inclusive to ensure that all groups are able to participate and be heard.
Workforce	Not applicable – except in the sense that some workers are part of the wider bus-using population.
Partners	We will work closely with our Communications team to effectively perform a public consultation. We will request data support from Planning, Performance and Change team.
External providers of services	We are working closely with transport service operators to review the performance of contracts and explore changes to improve performance, value for money and enable continued support for viable public and community transport routes.  We have engaged with external consultants to review our procurement methods and consult with the public transport operators in order to identify issues leading to increasing contract costs to GCC and offer advice on how to mitigate these.

## Equality analysis: Summary of what the evidence shows and how has it been used

This section will allow you to outline how the evidence has been used to show 'due regard' to the three aims of the general equality duty. It is important that this consideration is thorough and based on sufficient information. Consideration should be relevant and proportionate.

- Eliminate discrimination

- Advance equality of opportunity
- Promote good relations.

<b>Protected group</b>	<b>Challenge or opportunity considered and what we did</b>
<b>Age(A)</b>	Rural isolation can disproportionately impact on younger and older people who need to access services, particularly as a higher proportion of people in these age groups do not drive. We will use the consultation to specifically ask these age groups about the likely impact of any changes.
<b>Disability (D)</b>	People with disabilities are more reliant on public transport services to access essential local services. A consultation will be performed before any changes to the network are implemented, part of this consultation will be to identify disabled users and to assess the impact on them. This will allow the ITU to understand key links to local services provided by subsidised bus services currently utilised by disabled users.
<b>Sex (S)</b>	An even split between respondents to the previous 2015 survey indicates that no one group is disproportionately reliant on public transport.
<b>Race (including Gypsy &amp; Traveller)(R)</b>	There is no evidence to suggest that any BAME group is disproportionately affected by the proposals.
<b>Gender reassignment(GR)</b>	In formulating changes to a policy or a service we will consider whether these may affect this group, and how any negative impact (e.g. risk of hate crime) may be mitigated or avoided.
<b>Marriage &amp; civil partnership (MCP)</b>	No impact identified.
<b>Pregnancy &amp; maternity (PM)</b>	Not impact identified.
<b>Religion and/or Belief (RAOB)</b>	No impact identified.

<b>Sexual Orientation(SO)</b>	No impact identified.
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## Strengthening actions: Planning for further improvements

Please outline here what actions are required for further improvements to address challenges or opportunities, for example:

- Arrangements for continued/new engagement with stakeholders, staff, service users
- Plans to close data gaps across any of the protected characteristics through reviewed contract management arrangements
- Identify other plans already underway to address the challenges or opportunities identified in this statement
- Share findings with partner organisations.

If none, state 'none' below.

### Action Plan

Action	Who is accountable	Time frame
The first step is to review policies, contract mechanisms and identify contracts that either have particularly low use, and/or have seen a recent large contract price increase.	Alan Bently, ITU Manager Tom Main, Transport Operations Manager	April 2019
Once identified, the ITU will review these policies and contracts and identify options. This will be performed in the context of ensuring there is no discriminatory impact upon users with protected characteristics.	Alan Bently, Tom Main	May 2019
We will consult with the public on any changes to bus routes or policy with particular attention paid to ensuring those from protected groups are aware of the consultation and have the means to respond. A detailed communications plan and active public	Alan Bently, Tom Main	July 2019

engagement will take place.		
We will examine responses to the public consultation to consider any impacts on the protected groups and consider any mitigating actions. We will share the findings and any proposed modifications with the cabinet member before any decisions are taken.	Alan Bently, Tom Main	July 2019
Changes agreed in light of the consultation responses will inform the procurement of revised services. Where policy changes are proposed decisions will be taken by Cabinet or the Cabinet Member.	Alan Bently, Tom Main	August 2019

## Monitoring and Review

Please indicate what processes/actions will be put in place to keep this 'activity' under review. For example will progress be monitored/ reported to a board, scrutiny committee, project board etc

Project progress and update reports will be tabled regularly with the Lead Commissioner, Director and Cabinet Member. This work will also be reported through the council's budget monitoring, performance, risk management and scrutiny arrangements.

During the period of consultation we will monitor the response rates from groups with protected characteristics where identifiable and consider actions to increase participation from any significantly under-represented groups if necessary.




## Sign off and Scrutiny

By signing this statement off as complete you are confirming that 'you' have examined sufficient information across all the protected groups and used that information to show due regard to the three aims of the general duty. This has informed the development of the activity

<b>Senior level sign off:</b>  <b>Philip Williams, Lead Commissioner - Community Infrastructure</b>  	Date: 5 <sup>th</sup> March 2019
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I am in agreement that sufficient information and analysis has been used to inform the development of this 'activity' and that any proposed improvement actions are appropriate and I confirm that I as the decision maker have been able to show due regard to the needs set out in section 149 of the Equality Act 2010.

<b>Name of relevant Portfolio Holder/Cabinet Member: Councillor Nigel Moor</b>	
<b>Signed by Portfolio Holder/Cabinet Member:</b>  	Date: 5 <sup>th</sup> March 2019

## **Publication**

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