

Annex A

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)		No	X

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	<p>The policy change being assessed is the implementation of charging a financial contribution for Post 16 learners with an Education, Health and Care plan (EHCP) who receive home to school/college travel assistance from Surrey County Council.</p> <p>The review of this policy aimed to:</p> <ul style="list-style-type: none"> • ensure it continues to deliver its statutory responsibilities; • consider the level of financial contribution that is fair; • consider ways in which to protect learners or families in severe financial hardship.
Why does this EIA need to be completed?	<p>Proposals could have an impact on individuals with protected 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
Who is affected by the proposals outlined above?	<p>Stakeholders who may be affected include:</p> <ul style="list-style-type: none"> • Young people with an EHCP who are 16 - 18 years old • Parents/carers • Schools and colleges <p>The main stakeholders who will be impacted by the proposed reintroduction of charges are Post 16 learners with an ECHP and their families.</p>
How does your service proposal support the outcomes in the Community Vision for Surrey 2030?	<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



	<ul style="list-style-type: none"> • 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"> • 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 apply an annual contributory charge to the parents of children and young people in receipt of post-16 home to school transport provision, both with an EHCP and without, to support the costs to the local authority for the provision of this transport. In addition, Surrey County Council previously charged for travel assistance for Post 16 learners with an EHCP. 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?

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.

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>	
<p>Post 16 young people and families may struggle to pay the charge if they have not budgeted for it in their household finances. This may put additional financial pressures on low income families and/or may result in post 16 places not being taken up. (Negative)</p>	<p>Feedback from families; research from other local authorities who have introduced charges for Post 16 transport.</p>		<p>Engage and communicate with families and young people during the Summer term through the Surrey Local Offer and Surrey County Council website, through schools and directly to parents and carers and young people.</p> <p>This will enable them to prepare and budget accordingly, including through applying for national</p>	<p>Charges introduced from September 2020 – termly payments of on third of charge</p> <p>Independent travel training from September 2020</p>	<p>Claire Potier Eamonn Gilbert</p>	

		<p>and provider bursary and hardship funds.</p> <p>The Council will introduce a discounted charge for families on low incomes and in receipt of certain benefits to reduce the financial impact on these families.</p> <p>The Council will use its discretion to consider delaying, reducing or waiving the charge for families experiencing severe financial hardship.</p> <p>Work with schools and families to identify cost effective travel options and support to enable access to placement.</p> <p>Where appropriate, work with schools and families from September 2020 to develop and enable independent travel opportunities.</p> <p>Promote independent travel training and discounted public transport options for post 16 students.</p>		
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<p>Post 16 young people and their families may be confused at a perceived inconsistency in the law that requires travel arrangements for eligible adult learners (age 19-25) with an EHCP to be made free of charge while the law allows for local authorities to introduction of a contribution for the 16-18 age group. (Negative impact)</p>	<p>Feedback from families during the 2017 consultation on the Council's new travel assistance policy for children and young people with an EHCP</p>	<p>In January 2019, the Department for Education updated the statutory guidance published in 2017 related to Post-16 transport and travel support to education and training. This provided further clarification on the sixth form age and adult duties, including clearer explanation for local authorities, parents and young people of when each applies.</p> <p>During the Council's consultation and engagement in Autumn 2019 on its proposed new policy, the different statutory responsibilities for different age groups were explained extensively and the responsibilities were set out clearly in the new policy adopted from September 2020.</p>	<p>Charges introduced from September 2020 – termly payments of on third of charge</p>	<p>Claire Potier Eamonn Gilbert</p>
<p>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, promotes use of</p>	<p>Feedback from families; research from other local authorities</p>	<p>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.</p>	<p>Continuation of current policy</p>	<p>Eamonn Gilbert</p>

Equality Impact Assessment

<p>cheaper and more environmentally friendly public transport and walking/cycling and promotes independence, providing for an easier transition into adulthood. (Positive)</p>		<p>The Council will continue to promote subsidised public transport, cycling and walking routes. etc</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><i>The Council is already undertaking extensive work 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>				

<p>DISABILITY</p>
<p>What information (data) do you have on affected service users/residents with this characteristic?</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.

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>
<p>Post 16 disabled young people and families may struggle to pay the charge if they have not budgeted for it in their household finances. This may put additional financial pressures on families of young people with a disability and/or may result in post 16 places not being taken up. (Negative)</p>	<p>Feedback from families; research from other local authorities who have introduced charges for Post 16 transport</p>			<p>Engage and communicate with families and young people during the Summer term through the Surrey Local Offer and Surrey County Council website, through schools and directly to parents and carers and young people.</p> <p>This will enable them to prepare and budget accordingly, including through applying for national and provider bursary and hardship funds.</p>	<p>Charges introduced from September 2020 – termly payments of on third of charge</p> <p>Independent travel training from September 2020</p>	<p>Claire Potier Eamonn Gilbert</p>

		<p>The Council will introduce a discounted charge for disabled young people who receive Employment Support Allowance/Universal Credit and either Disability Living Allowance or Personal Independence Payment in their name to reduce the financial impact on these families.</p> <p>The Council will use its discretion to consider delaying, reducing or waiving the charge for families experiencing severe financial hardship.</p> <p>Work with schools and families to identify cost effective travel options and support to enable access to placement.</p> <p>Where appropriate, work with schools and families from September 2020 to develop and enable independent travel opportunities.</p> <p>Promote independent travel training and discounted public transport options for</p>		
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		<p>post 16 students with a disability.</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>		
Post 16 disabled young people and their families may be confused at a perceived inconsistency in the law that requires travel arrangements for	Feedback from families during the 2017 consultation on the Council's new travel assistance policy for	In January 2019, the Department for Education updated the statutory guidance published in 2017 related to Post-16 transport	Charges introduced from September 2020 – termly payments of on third of charge	Claire Potier Eamonn Gilbert

<p>eligible adult learners (age 19-25) with an EHCP to be made free of charge while the law allows for local authorities to introduce a contribution for the 16-18 age group. (Negative impact)</p>	<p>children and young people with an EHCP</p>	<p>and travel support to education and training. This provided further clarification on the sixth form age and adult duties, including clearer explanation for local authorities, parents and young people of when each applies.</p> <p>During the Council's consultation and engagement in Autumn 2019 on its proposed new policy, the different statutory responsibilities for different age groups were explained extensively and the responsibilities were set out clearly in the new policy adopted from September 2020</p>		
<p>May incentivise more Post 16 students with a disability to study locally which enables the development of stronger local support networks and reduces the need to travel long distances, promotes use of cheaper and more environmentally friendly public transport and walking/cycling and promotes independence,</p>	<p>Feedback from families; research from other local authorities</p>	<p>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. The Council will continue to promote subsidised public transport, cycling and walking routes. etc</p>	<p>Continuation of current policy</p>	<p>Eamonn Gilbert</p>

Equality Impact Assessment

<p>providing for an easier transition into adulthood. (Positive)</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>
The Council will make clear in the policy that it will use its discretion to consider delaying, reducing or waiving the charge for families or a young person in severe financial hardship. The Council will promote widely the national and provider financial hardship funds which provide financial support for transport to Post 16 establishments.	These changes have been made to reduce the financial pressure on families who may not have budgeted for this charge in their household finances, or families that are experiencing severe financial hardship.
Continuing to keep the impact of the charges under review.	To ensure that the charges remain affordable as well as reflecting the cost of provision.

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?	X
Outcome Three	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: <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. 	
Outcome Four	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).	



Please use the box on the right to explain the rationale for your recommendation

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 change to the charge.

6a. Version Control

Version Number	Purpose/Change	Author	Date
V1.0	1 st draft	Mary Burguieres	25 May 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*	Head of Service, Liz Mills	29.05.20
	Executive Director, Dave Hill	29.05.20

EIA Author	Mary Burguieres
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*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
Deborah Chantler	Legal	Surrey County Council	Legal adviser

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