

Initial Equalities Screening Record Form

APPENDIX B

Date of Screening: 03/08/2020	Directorate: Place, Planning and Regeneration	Section: Highways and Transport
1. Activity to be assessed	The advertising and award of a framework agreement to provide supported bus services.	
2. What is the activity?	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input checked="" type="checkbox"/> Service <input type="checkbox"/> Organisational change	
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
4. Officer responsible for the screening	Phillip Burke	
5. Who are the members of the screening team?	Phillip Burke, Stuart Jefferies, Neil Mathews	
6. What is the purpose of the activity?	The council currently has a framework agreement in place with bus operators. Contracts for bus services are awarded following a mini-competition with operators on the framework agreement. At present, there are only three operators on the framework agreement. The purpose of this activity is therefore to create a new framework with more operators, in order to increase competition and keep costs as low as possible.	
7. Who is the activity designed to benefit/target?	Ultimately, bus users will benefit if the council is able to keep the cost of providing supported bus services as low as possible.	
Protected Characteristics	Please tick yes or no	Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both? If the impact is neutral please give a reason.
		What evidence do you have to support this? E.g equality monitoring data, consultation results, customer satisfaction information etc Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data
8. Disability Equality – this can include physical, mental health, learning or sensory disabilities and includes conditions such as dementia as well as hearing or sight impairment.	Y	N ✓
		No impact anticipated at this time. Operators will only be considered for the Framework Agreement if they can demonstrate their bus fleet allows access for bus users with a disability (e.g. by using low floor buses, having ramps, dedicated spaces for wheelchair users) and that staff are appropriately trained.
9. Racial equality	Y	N ✓
		No impact anticipated at this time. All operators will be required to ensure their staff are appropriately trained to ensure there is no racial discrimination of bus users
10. Gender equality	Y	N ✓
		No impact anticipated at this time. All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their gender
11. Sexual orientation equality	Y	N ✓
		No impact anticipated at this time. All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their sexual orientation

12. Gender re-assignment	Y	N ✓	No impact anticipated at this time.	All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their gender re-assignment.
13. Age equality	Y	N ✓	No impact anticipated at this time.	All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their age.
14. Religion and belief equality	Y	N ✓	No impact anticipated at this time.	All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their religion or belief
15. Pregnancy and maternity equality	Y	N ✓	No impact anticipated at this time.	All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of pregnancy or maternity
16. Marriage and civil partnership equality	Y	N ✓	No impact anticipated at this time.	All operators will be required to ensure their staff are appropriately trained to ensure there is no discrimination of bus users on the basis of their marital status
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders, armed forces communities) and on promoting good community relations.	All operators will be required to ensure their staff are subject to a valid enhanced disclosure check undertaken through the Disclosure and Barring Service.			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	No adverse/negative impact has been identified.			
19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	No impact expected.			
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?	Y	N ✓	No impact expected.	
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?	As no impact is expected no further information will be sought at this stage. All complaints regarding the operation of supported bus services will be reviewed to ensure there is no discrimination against bus users on the basis of any of the protected characteristics.			
22. On the basis of sections 7 – 17 above is a full impact assessment required?	Y	N ✓	No. The purpose of this activity is to award a new framework agreement which will include additional bus operators. The framework will include specific reference to ensure bus users with disabilities are able to access services wherever possible and that staff are trained to ensure there is no discrimination against	

			bus users on the basis of any of the protected characteristics.
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.			
Action	Timescale	Person Responsible	Milestone/Success Criteria
Complaints regarding the operation of supported bus services will be monitored for any evidence of discrimination.	Ongoing	<i>Phillip Burke</i>	<i>No complaints relating to discrimination received</i>
Future services will be planned with the needs of all members of the community in mind.	Ongoing	<i>Transport Strategy Team</i>	<i>Complaints regarding the provision of services are not disproportionately received from a group representing one of the protected characteristics</i>
Questions relating to discrimination will be included in any future passenger satisfaction surveys	Ongoing	<i>Transport Strategy Team</i>	<i>Questions are included in future surveys</i>
24. Which service, business or work plan will these actions be included in?	<i>N/A</i>		
25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?			
26. Chief Officers signature.	<i>Signature:</i>		<i>Date:</i>