

Section 1 – Initial Screening

Title of function/service /policy/ procedure:	Evening and Sunday Bus Services
Department function it belongs to:	Bus Services: Public Transport
Lead Officer Name:	Andy Wright
Board Sponsor Name:	Pat Beijer
Assessment Team: (please list names)	Andy Wright
Is this function/service/ policy/ procedure:	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing

What is the current function/service/policy/ procedure?
SYMCA awards contracts for the provision of local bus services which are not provided by the commercial operators
How is it proposed this will change? What are the proposed changes?
SYMCA have historically awarded contracts for a minimum hourly frequency in urban areas and for two hourly frequencies in rural areas. However, the frequency of some evening and Sunday routes will be reduced to two hourly in urban and rural areas to ensure access to the network is retained in these areas. Hourly services will be retained on services that serve hospitals and known employment sites.
Why is this being proposed?
To ensure SYMCA are able to continue to provide services at these times within the financial resources available
SYMCA has chosen to prioritise services passing Hospitals and known employment sites to ensure key destinations continue to be provided with a higher frequency

Will this proposal affect people with protected characteristics and if so, in which group?	
Age: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have, and explain what you feel the financial/non-financial impact might be.
	Access to bus services in the evening and Sundays will be reduced for elderly and young people which may result in an increase in social isolation.
Disability: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have, and explain what you feel the financial/non-financial impact might be.
	Access to bus services in the evening and Sundays will be reduced for those with reduced mobility which may result in an increase in social isolation.
Gender reassignment: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have, and explain what you feel the financial/non-financial impact might be.
	Safety and perception of safety for minority groups could be worsened
Marriage or civil partnership: <i>Select the level of impact below:</i> No Impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	No greater impact than on the population in general
Pregnancy or maternity / parenting: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	Parents or expectant people could face additional problems traveling at these times.
Race: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	Safety and perception of safety for minority groups could be worsened
Religion or belief: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	People travelling to faith sites at these times may be adversely affected.
Sex (Gender): <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	Safety and perception of safety for women could be worsened at these times
Sexual orientation: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	Safety and perception of safety for minority groups could be worsened
Low income households: <i>Select the level of impact below:</i> Negative impact	Why do you consider it will have this effect? State any evidence you have and explain what you feel the financial/non-financial impact might be.
	Ability to travel at a preferred time will be lessened where people with lower incomes are unable to afford alternatives. This risk is more acute for those from low-income families and the wider population during the current cost of living crisis

Is a FULL IMPACT ANALYSIS required?

No – There are no foreseen negative impacts.

Yes – You have identified that there are negative impacts, or a service is being removed/ reduced that requires further analysis.

Please complete the Full Impact Analysis.

Please note: if this impact assessment refers to removal of a service or legal compliance issues a full impact analysis must be completed.

Assessment Summary – please provide a summary of the outcome here:

Negative impact (please tick):	<input type="checkbox"/>	High	<input checked="" type="checkbox"/>	Medium	<input type="checkbox"/>	Low
Assessor's Name:	Andy Wright	Signed	Andy Wright	Date	13/07/2023	



If there are **negative impacts** or a **removal of service** identified please complete [Section 2: Full Impact Analysis](#).



If there are **no negative impacts** identified please obtain the signatory approvals in [Section 4](#).

Section 2 - Full Impact Analysis

Only complete this section if you have identified negative impacts, a service is being removed or if the impact is not clear from [Section 1: Initial Screening](#).

Proposed new /revised function/service/policy/ procedure: Give further details of the arrangements being made if applicable.

Add details to the Equality Impact Assessment Action Plan ([Section 3](#))

A reduction of evening and Sunday service frequencies is proposed to enable SYMCA to maintain a better spread of services within existing budgets. It is intended that hospitals and known employment sites will be prioritised to retain more frequent services at these times.

Consultation – Engagement is good practice and a useful tool to demonstrate that due regard has been paid. Please indicate the consultation/engagement carried out below:

Peer research?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Summary: Other local authorities have been forced to make similar cuts in funding for tendered services
Data study?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Summary: Route analysis has been undertaken to highlight network gaps
Statistics?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Summary: Patronage data has been reviewed where possible, to ensure that where frequencies are reduced that continue to sufficient capacity will be retained provide
Other research?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	Previous customer consultation was undertaken and established which services were most important to the public, who prioritised employment and hospital services.

Which protected groups should be consulted with (tick all that apply) and identify numbers of people affected:

<input type="checkbox"/> Age	Number of people asked: SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Click here to enter text. Unknown	How are they affected? There may be change to operators .The majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel for young people with Zoom cards will increase from 01 November The cost of funding incurred by SYMCA to retain these servicers will be within the available budget
	Add in summary comments if needed: Click here to enter text.			
<input type="checkbox"/> Disability	Number of people asked SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators .The majority of all services will be retained , some of which will be at reduced frequency	Financial impact? Click here to enter text. The cost of travel may increase if alternative modes are chosen
	Add in summary comments if needed: Click here to enter text.			
<input type="checkbox"/> Gender Reassignment	Number of people asked SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: unknown	How are they affected? There may be change to operators The majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen
	Add in summary comments if needed: Click here to enter text.			
<input type="checkbox"/> Marriage or civil partnership	Number of people asked	Number of people affected: unknown	How are they affected? There may be change to operators with the	Financial impact?
	Add in summary comments if needed: Click here to enter text.			

	SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities		majority will be retained , some of which will be at reduced frequency	The cost of travel may increase if alternative modes are chosen Click here to enter text.
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Pregnancy or Maternity/Parenting	Number of people asked SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators with the majority being retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Race	Number of people asked: SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators The majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen Click here to enter text.
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Religion or belief	Number of people asked: SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators The majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Sex (Gender)	Number of people asked: SYMCA have not consulted directly as we	Number of people affected: Unknown	How are they affected? There may be change to operators The majority of services will be retained ,	Financial impact? The cost of travel may increase if alternative modes are chosen

	are delivering the policies and priorities agreed with our Local Authorities		some of which will be at reduced frequency	
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Sexual Orientation	Number of people asked: SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators .The majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen
Add in summary comments if needed: Click here to enter text.				
<input type="checkbox"/> Low income households	Number of people asked: SYMCA have not consulted directly as we are delivering the policies and priorities agreed with our Local Authorities	Number of people affected: Unknown	How are they affected? There may be change to operators the majority of services will be retained , some of which will be at reduced frequency	Financial impact? The cost of travel may increase if alternative modes are chosen Click here to enter text.
Add in summary comments if needed: Click here to enter text.				
Give details of any consultation undertaken. Add resulting actions to the Equality Impact Assessment Action Plan (Section 3)				

Section 3: Equality Impact Assessment Action Plan

PTAP theme it relates to: Select one from the drop down:	Protected group it impacts:	Impact Assessment Details:	Mitigating Action(s) identified:	Outcome(s) required:	Financial/ resource implications (if applicable):	Target Date:	Person responsible for identified action(s)
Networks, Services and Facilities	Age	Access to bus services in the evening and Sundays will be reduced for elderly and young people which may result in an increase in social isolation.	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
None iNetworks, Services and Facilities	Disability	Access to bus services in the evening and Sundays will be reduced for disabled people which may result in an increase in social isolation.	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright

Networks, Services and Facilities	Gender Reassignment	Safety and perception of safety for minority groups could be worsened	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
Networks, Services and Facilities	Marriage/Civil Partnership	No greater impact than on the population in general	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
Networks, Services and Facilities	Pregnancy / Maternity	Parents or expectant people could face additional problems traveling at these times.	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
Networks, Services and Facilities	Race	Safety and perception of safety for minority groups could be worsened	Spread of evening and Sunday services maintained at a lower frequency while maintaining	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher	Within agreed budgets	N/A	Andy Wright

			higher frequencies to hospitals and known employment sites	frequencies to hospitals and known employment sites			
Networks, Services and Facilities	Religion/Belief	People travelling to faith sites at these times may be adversely affected.	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
Networks, Services and Facilities	Sex (Gender)	Safety and perception of safety for women could be worsened	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
Networks, Services and Facilities	Sexual orientation	Safety and perception of safety for minority groups could be worsened	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright

Networks, Services and Facilities	Low income households	Ability to travel at a preferred time will be lessened where people with lower incomes are unable to afford alternatives. This risk is more acute for those from low-income families and the wider population during the current cost of living crisis	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Spread of evening and Sunday services maintained at a lower frequency while maintaining higher frequencies to hospitals and known employment sites	Within agreed budgets	N/A	Andy Wright
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Section 4: Signatory approvals

Board Sponsor responsible for Impact Assessment:	Pat Beijer		
Signed		Date	



Please now save this final version in your department folder here: O:\Equality Forum\Impact Assessments\

Section 5: Supporting Evidence

Please attach any supporting evidence such as consultation documents here. Potential sources of information are available in the guidance document.