

Appendix 2. Equality Impact Assessment

1. Under s.149 of the Equality Act 2010, when making decisions, Epping District Council must have regard to the Public Sector Equality Duty, ie have due regard to:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy or change.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. All **Cabinet, Council, and Portfolio Holder reports must be accompanied by an EqIA**. An EqIA should also be completed/reviewed at key stages of projects.
8. To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:
 - Factsheet 1: Equality Profile of the Epping Forest District
 - Factsheet 2: Sources of information about equality protected characteristics
 - Factsheet 3: Glossary of equality related terms
 - Factsheet 4: Common misunderstandings about the Equality Duty
 - Factsheet 5: Frequently asked questions
 - Factsheet 6: Reporting equality analysis to a committee or other decision making body

Section 1: Identifying details

Your function, service area and team: **Environmental and Technical Services**

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team: No

Title of policy or decision: Development of Licensing arrangements for Pavement Licence applications

Officer completing the EqlA: Tel: 4055 Email: qdurrani@eppingforestdc.gov.uk

Date of completing the assessment: 16/02/2021

Section 2: Policy to be analysed

2.1	<p>Is this a new policy (or decision) or a change to an existing policy, practice or project?</p> <p><i>Yes a new policy</i></p>
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p><i>To agree to fund a trial Demand Responsive Transport (DRT) service along the current Bus Route 87</i></p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?</p> <p><i>Work with Essex as a Transport Authority and Epping Forest Community Transport to trial a Demand Responsive Transport (DRT) service which will link some of the current Bus Route 87 communities. Provide a sustainable travel alternative to NHS, key workers, EFDC staff as well as residents. Route 87 in its current form will be ceasing at the end of 2020 as ECC feel they cannot justify subsidising it on grounds of low and declining usage.</i></p>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none">• service users – <i>yes local bus route users</i> <p>Will the policy or decision influence how organisations operate?</p> <p><i>No</i></p>
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p><i>No</i></p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p><i>Yes it is linked to the Covid 19 Development Projects</i></p>

Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p><i>Bus Route 87 offers connectivity between Harlow Town, Epping Green, Epping Town, Theydon Bois, Debden and Loughton. Unfortunately due to Covid 19 restrictions it has not been possible to get qualitative data on bus users. It is likely that residents could be using the service for visit to Princess Alexandra Hospital, Harlow as well as students heading for Harlow College, New City College or East 15 acting school. SW Harlow commuters heading for Epping tube station appear another significant element of usage. Similarly it is likely that students and visitors from Harlow could be using the bus route to visit Epping Forest District or to travel beyond.</i></p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p><i>Due to Covid restrictions and time limitations it has not been possible to carry out a wider consultation. It is intended that the trial will enable Epping Forest Community Transport to carry out impact assessment. Cessation of the current service 87 would leave many residents heading for Harlow needing to to change buses at Epping, unless the proposed DRT service is launched.</i></p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary:</p> <p>N/A</p>

Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	<p>Neutral</p> <p>This service should make a positive impact on the elderly if they wish to travel within and out of District to Harlow. Concessionary passes will be accepted at all times where allowed on the public bus network.</p> <p>The aim for cashless operation and the use of online and smartphone booking has been considered. Journey booking by phone will still be allowed by those without internet access and concessionary pass use is cashless.</p>	L
Disability	Neutral (wheelchair-accessible vehicles)	L
Gender	<p>Neutral</p> <p>This service will operate on the same policy and guidelines for customers of all gender</p>	L
Gender reassignment	<p>Neutral</p> <p>This service will operate on the same policy and guidelines for customers of all gender</p>	L
Marriage/civil partnership	<p>Neutral</p> <p>This service will operate on the same policy and guidelines for all customers</p>	L
Pregnancy/maternity	Neutral	L

Race	Neutral This service will operate on the same policy and guidelines for all customers	L
Religion/belief	Neutral This service will operate on the same policy and guidelines for all customers	L
Sexual orientation	Neutral This service will operate on the same policy and guidelines for all customers	L

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No	
			If ' YES ', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.

Section 7: Sign off

**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service: Qasim (Kim) Durrani

Date: 27/10/2020

Signature of person completing the EqlA: Qasim (Kim) Durrani

Date: 27/10/2020

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.