

Appendix 4 - EIA Record

Date of EIA 16 December 2004
 Directorate Education and Libraries

		Step
Function or policy to be assessed	Education Transport Policy 2005/6	2
Is it a policy or function	X Policy Function	
Is it a new or existing policy or function?	New x Existing	
Aim / objective / purpose of the policy or function	The purpose of the policy/function is to: set out the conditions under which the LEA will provide assistance with transport to schools and colleges.	
Who is responsible for the policy or function?	The person/section/team responsible for this policy/function is: Pupil and Student Services Manager	
With regard to the equalities themes, which groups might be impacted by the policy or function?	x Race x Disability Gender x Age x Religion or Belief Sexual Orientation	3
Which groups might be affected adversely ?	x Race x Disability <input type="checkbox"/> Gender x Age x Religion or Belief <input type="checkbox"/> Sexual Orientation	
On what grounds can adverse or differential impact be justified?	Assistance is provided to pupils who qualify. If pupils meet the specified criteria they will be allocated assistance. However, if they do not meet the criteria – e.g. if they live a considerable distance from the school, the policy will not meet their claim as long journey times may impact negatively on pupil's educational performance.	
What evidence has been found to indicate that the policy or function might need to be amended? (Include any consultation undertaken)	A scrutiny of the policy	4
What consultation will be necessary to support or confirm your	<i>If evidence cannot be found to suggest how a function or policy can be amended, additional research and consultation must be considered.</i> No further consultation required	5

conclusions?		
Will the conclusions drawn reduce or remove adverse or differential impact?	Yes	6
What changes are proposed to the policy or function to reduce or remove adverse or differential impact?	Monitoring applications on the basis of equality criteria.	7
Has the information in this EIA been made publicly available and where?	Yes. Through the publication of the EIA	8
In to which plan or strategy has the necessary action been incorporated?	No action is necessary	8
What monitoring arrangements have been put in place?	To ensure that equality objectives are met, we shall be monitoring ... The recommendations are to be communicated to the policy owner. The policy will be reviewed in a years time to ensure the recommendations have been taken into consideration and changes made. Applications received are recorded and these will be monitored and matched with existing data from EMS to see if The take-up of transport assistance is representative. Review date noted in schedule.	9