

General Equality Impact Assessment (EIA) – LTP5

This version of the EIA is a draft for public consultation. A final iteration will be created using feedback from the public consultation.

1. Assessment details

Throughout this form, 'activity' is used to refer to many different types of proposals being assessed.

Name of activity or proposal being assessed:	Writing Our City Transport Plan 2035, the council's fifth Local Transport Plan (LTP5)
Directorate:	City Operations
Service:	Transport Projects & Engineering
Team:	Transport Policy & Strategy
Is this a new or existing activity?	There is existing transport policy, Local Transport Plan 4, but the writing of LTP5 will be new activity.
Are there related EIAs that could help inform this EIA? Yes or No (If Yes, please use this to inform this assessment)	Yes. The EIA completed for the Local Cycling & Walking Infrastructure Plan.

2. Contributors to the assessment (Name and Job title)

Responsible Lead Officer:	Kieran Taylor, Principal Transport Planner
Accountable Manager:	Laura Wells, Transport Policy Manager
Additional stakeholders collaborating or contributing to this assessment:	During the public consultation a 'get involved group' will be facilitated by Possibility People to discuss the draft LTP5. People with lived experience of disability, long-term health conditions, mental health challenges, and neurodivergence will give meaningful feedback to shape our plans.

3. About the activity

Briefly describe the purpose of the activity being assessed:

<p>To produce a new Transport Policy, which is a statutory duty, and assists the council in securing central government funds and grants.</p> <p>Our City Transport Plan will set out the long-term strategy for the management, maintenance and improvement of the city's transport network, and a short-term implementation plan. It identifies the priorities and projects required to help people move around the city more safely, sustainably and easily.</p>

What are the desired outcomes of the activity?

<p>There are two desired outcomes. Firstly, the drafting and adoption of a new LTP – the city's overarching transport policy. Secondly, that the process of drafting LTP5 involves stakeholders and that the end product has been co-produced.</p>
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Which key groups of people do you think are likely to be affected by the activity?

All residents, visitors and workers will be affected to some degree, by the transport policy that the city adopts. In terms of those with protected characteristics most impacted by changes to our streets / transport network they are:

- Disabled people, because the policy concerns the layout of our streets and public realm.
- Elderly people (often because of age-related disabilities).
- Young people, who have the greatest vested interests in the policy achieving the required greenhouse gas emission reductions and whose access to education is shaped by transport access.

Beyond those with protected characteristics defined in law other groups affected will be:

- Those on low incomes (Socio-economic disadvantage), particularly those living in outer areas of the city.

4. Consultation and engagement

What consultations or engagement activities have already happened that you can use to inform this assessment?

- *For example, relevant stakeholders, groups, people from within the council and externally consulted and engaged on this assessment. **If no consultation** has been done or it is not enough or in process – state this and describe your plans to address any gaps.*

A Direction of Travel document for developing LTP5 has already had a thorough public consultation. This was focused on setting out the challenges the city faces and to develop a vision for LTP5. The results of the public consultation were reported to the Environment, Transport & Sustainability Committee in March 2022.

The public consultation received 167 responses from disabled people, which was 22% of the total responses. Those with disabilities which affected them a lot reported greater concern, than those without disabilities, with journey times of general traffic in the city and their personal safety.

5. Current data and impact monitoring

Do you currently collect and analyse the following data to enable monitoring of the impact of this activity? Consider all possible intersections. (State Yes, No, Not Applicable as appropriate)

In addition to the population data, provided on the council's intranet to facilitate production of EIAs we have also collected relevant data to form part of the evidence base for LTP5. This evidence base draws on national, regional and local data. There is often data relating to those with protected characteristics but of the additional groups there is only socio-economic data to draw on. Data specifically on how the transport system in Brighton & Hove serves other groups, such as the homeless or armed forces personnel, is not available.

Age	YES
Disability and inclusive adjustments, coverage under equality act and not	YES

Ethnicity, 'Race', ethnic heritage (including Gypsy, Roma, Travellers)	YES
Religion, Belief, Spirituality, Faith, or Atheism	YES
Gender Identity and Sex (including non-binary and Intersex people)	YES
Gender Reassignment	YES
Sexual Orientation	YES
Marriage and Civil Partnership	YES
Pregnant people, Maternity, Paternity, Adoption, Menopause, (In)fertility (across the gender spectrum)	YES
Armed Forces Personnel, their families, and Veterans	NO
Expatriates, Migrants, Asylum Seekers, and Refugees	NO
Carers	NO
Looked after children, Care Leavers, Care and fostering experienced people	NO
Domestic and/or Sexual Abuse and Violence Survivors, and people in vulnerable situations (All aspects and intersections)	NO
Socio-economic Disadvantage	YES
Homelessness and associated risk and vulnerability	NO
Human Rights	NO
Another relevant group (please specify here and add additional rows as needed)	N/A

Additional relevant groups that may be widely disadvantaged and have intersecting experiences that create exclusion and systemic barriers may include:

- Ex-offenders and people with unrelated convictions*
- Lone parents*
- People experiencing homelessness*
- People facing literacy and numeracy barriers*
- People on a low income and people living in the most deprived areas*
- People who have experienced female genital mutilation (FGM)*
- People who have experienced human trafficking or modern slavery*
- People with experience of or living with addiction and/ or a substance use disorder (SUD)*
- Sex workers*

If you answered "NO" to any of the above, how will you gather this data to enable improved monitoring of impact for this activity?

There are 7 additional groups listed above where we did not collect data in the consultation on the LTP5 direction of travel document.

We will be seeking stakeholder feedback through will be an online survey, using the council's corporate platform, Your Voice. Due to the need to balance data collection with creating a survey that is not too lengthy and discourages people to complete it we have limited equality questions to focus on groups with protected characteristics likely to be impacted by LTP5.

What are the arrangements you and your service have for monitoring, and reviewing the impact of this activity?

LTP5 contains 18 key performance indicators (KPIs) related to the 6 objectives of the plan:

- Increase public transport use
- Enable the uptake and use of low and zero emission vehicles
- Deliver a safe, inclusive and integrated transport system
- Create well maintained streets and pavements
- Provide active travel choices for all and excellent public spaces
- Promote and use technology to reduce and manage travel.

Two of these KPIs assess the inclusivity of our transport system using data from the National Highway and Transport (NHT) Public Satisfaction Survey. The NHT surveys households across the country and provides results for participating local authorities. Our two KPIs will monitor the satisfaction with drop kerb crossing points and how easy buses are to get on and off. While these questions are answered by all users it will give us an indication into the quality of provision for disabled people.

The NHT survey also disaggregates responses from disabled people (1 in 5 people in Brighton & Hove) on a question about the general 'ease of access'. This allows us to monitor disabled people's satisfaction with the ease of access in the city. In the 2024 survey Brighton & Hove scored 62% from disabled people, which matches the national average but is well below 73% score the city gets from all users.

6. Impacts

Advisory Note:

- **Impact:**
 - Assessing disproportionate impact means understanding potential negative impact (that may cause direct or indirect discrimination) and then assessing the relevance (that is: the potential effect of your activity on people with protected characteristics) and proportionality (that is: how strong the effect is).
 - These impacts should be identified in the EIA and then re-visited regularly as you review the EIA every 12 to 18 months as applicable to the duration of your activity.
- **SMART Actions mean:** Actions that are (SMART = Specific, Measurable, Achievable, Realistic, T = Time-bound)
- **Cumulative Assessment:** If there is impact on all groups equally, complete **only** the cumulative assessment section.
- **Data analysis and Insights:**
 - In each protected characteristic or group, in answer to the question 'If "YES", what are the positive and negative disproportionate impacts?', describe what you have

learnt from your data analysis about disproportionate impacts, stating relevant insights and data sources.

- Find and use contextual and wide ranges of data analysis (including community feedback) to describe what the disproportionate positive and negative impacts are on different, and intersecting populations impacted by your activity, especially considering for [Health inequalities](#), review guidance and inter-related impacts, and the impact of various identities.
- For example: If you are doing road works or closures in a particular street or ward – look at a variety of data and do so from various protected characteristic lenses. Understand and analyse what that means for your project and its impact on different types of people, residents, family types and so on. State your understanding of impact in both effect of impact and strength of that effect on those impacted.

• **Data Sources:**

- **Consider a wide range (including but not limited to):**

- [Census](#) and [local intelligence data](#)
- Service specific data
- Community consultations
- Insights from customer feedback including complaints and survey results
- Lived experiences and qualitative data
- [Joint Strategic Needs Assessment \(JSNA\) data](#)
- [Health Inequalities data](#)
- Good practice research
- National data and reports relevant to the service
- Workforce, leaver, and recruitment data, surveys, insights
- Feedback from internal 'staff as residents' consultations
- Insights, gaps, and data analyses on intersectionality, accessibility, sustainability requirements, and impacts.
- Insights, gaps, and data analyses on 'who' the most intersectionally marginalised and excluded under-represented people and communities are in the context of this EIA.

- Learn more about the [Equality Act 2010](#) and about our [Public Sector Equality Duty](#).

6.1 Age

Does your analysis indicate a disproportionate impact relating to any particular Age group? For example: those under 16, young adults, with other intersections.	YES / NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

Our transport policy will have a disproportionate impact on older and younger people. The outsize impact on older people stems from the high incidence of age-related disability¹

The outsize impact on the young stems from the fact that the surface transport sector contributes 22% of the UK's total emissions² and that decarbonising this sector will be essential to mitigating the worst impacts of climate change. Children, particularly secondary school students, are also more dependent on public transport for travelling independently, such as journeys to school.

One of the objectives of LTP5 is to 'deliver a safe, inclusive and integrated transport system'. This should result in positive impacts for both older and younger people. For example funding for our Bus Service Improvement Plan can be used to continue funding subsidised fares for young people.

During the consultation on the draft LTP5 we will seek to ensure inclusive and accessible engagement with both old and young people. groups.

6.2 Disability:

Does your analysis indicate a disproportionate impact relating to [Disability](#), considering our [anticipatory duty](#)?

YES / NO

If "YES", what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

Disability is a key characteristic for explaining individual travel behaviour. It is well-established that people with disabilities travel less and for different purposes compared with people without disabilities. In 2020 disabled people made 28% fewer trips than those without disabilities and significantly more disabled people live in households without access to a car or van³. Having a disability significantly increases the probability of travelling by bus. It is also true that disabled people are less likely to ever walk or cycle or ever use public transport, compared with those without disabilities. 38% of people without disabilities in urban areas never use public transport, compared with 44% of people with disabilities.

These seemingly contradictory statements about public transport are both true because the behaviour of people with specific types of disabilities is often markedly different to each other⁴. The grade and type of disability, age (and its interaction with disability) are key in explaining differences in behaviour. Those who experience difficulties with personal care or balance are particularly likely never to travel by walking, cycling or public transport. 64% of those with difficulties with personal care and 59% of those with difficulties with balance never take public transport rather than driving; the equivalent proportions for people with communication difficulties, sight difficulties and without any disability are 53%, 52% and 42%⁴.

Recent analysis of data⁵ has highlighted substantial differences in the profiles or types of trips undertaken by people with and without disabilities. People with disabilities have been found to

¹ [Office for National Statistics](#). Disability by age, sex and deprivation. Census 2021

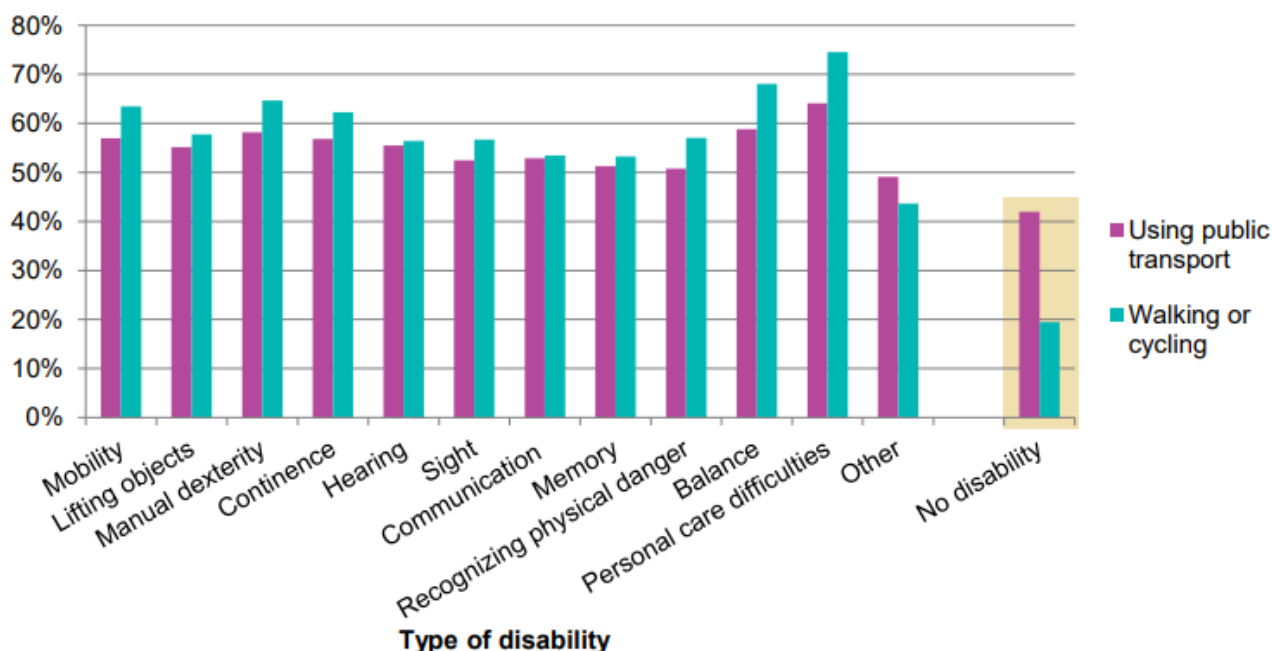
² Climate Change Committee. The Sixth Carbon Budget: Surface Transport

³ DfT, [Transport: disability and accessibility statistics, England: 2020](#)

⁴ DfT, [Disabled people's travel behaviour and attitudes to travel 2017](#)

⁵ National Travel Survey: Disability and travel 2007-2014, available at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/533345/disability-and-travel-factsheet.pdf

undertake a larger proportion of shopping trips (32%, compared with 20% for those without disabilities) and a smaller proportion of commuting trips (8%, compared with 22%) and personal business trips (16%, compared with 9%). The type of disability people have is also a key factor in how people choose to travel. The table below is reproduced from the DfT's disabled people's travel behaviour and attitudes to travel uses data from Understanding Society⁶.



While national data is useful we will also seek to gather insights specific to Brighton & Hove during the consultation. It is clear though that transport has an outside impact on disabled people and Our City Transport Plan 2035 has the potential to bring benefits with its focus on creating an inclusive transport network.

What [inclusive adjustments](#) are you making for diverse disabled people impacted? For example: D/deaf, deafened, hard of hearing, blind, neurodivergent people, those with non-visible disabilities, and with access requirements that may not identify as disabled or meet the legal definition of disability, and have various intersections (Black and disabled, LGBTQIA+ and disabled).

The consultation will pro-actively seek the views of disabled people by engaging with a Get Involved Group facilitated by Possibility People.

LTP5 aims to make inclusive adjustments to the streets and public realm with an implementation plan that includes funding for additional accessibility improvements such as handrails and dropped kerbs.

6.3 Ethnicity, 'Race', ethnic heritage (including Gypsy, Roma, Travellers):

Does your analysis indicate a disproportionate impact relating to ethnicity?

YES/ NO

⁶ Understanding Society is a longitudinal survey, with the same households being re-visited and interviewed every one or two years (described as Waves).

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

While no disproportionate impact has been identified related to ethnicity it is notable that the areas of the city that are identified as being at higher risk of transport related social exclusion⁷ (north Portslade and Woodingdean for example) also have higher proportions of White British ethnicities than the rest of the city⁸. Transport related risk of social exclusion is assessed by how easy it is to access services without private transport. People living in these areas on low incomes are faced with the choice of spending a high proportion of their income on private transport or limited access to important services such as retail, employment, health services etc. As such this EIA considers the socio-economic status of people in these areas to be the key thing to consider, rather than ethnicity.

6.4 Religion, Belief, Spirituality, Faith, or Atheism:

Does your analysis indicate a disproportionate impact relating to Religion, Belief, Spirituality, Faith, or Atheism?

YES/ NO

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.5 Gender Identity and Sex:

Does your analysis indicate a disproportionate impact relating to [Gender Identity](#) and [Sex](#) (including non-binary and intersex people)?

YES /NO

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

There are noticeable differences in travel habits by gender and sex. In 2023, males made 6% fewer trips (887 trips per person) than females (942 trips per person) but travelled 15% further (6,389 miles per person by males, as opposed to 5,576 miles per person by females).

This partly reflects differences in the type of trips made and the mode of travel used by males compared to females in 2023, with males making:

- fewer trips but travelling longer distances by car (16% more miles on average)

⁷ Transport for the North. [TRSE Risk](#).

⁸ [Local Insight, 2021 Census data](#)

- more trips and travelling further by cycling (214% more miles on average or over 3 times more)
- shorter and fewer trips by walking (5% less miles on average)

Females made more shopping trips, which tend to be relatively short, whereas males made more commuting and business trips which tend to be longer⁹.

In addition to these travel pattern differences, where women make greater use of bus services, it is also self-evident that personal safety concerns affect how women choose to travel, especially after dark. The DfT have published research on Interventions to improve transport safety for women and girls¹⁰. This:

- highlights significant underreporting of violence against women and girls and other issues on the transport system, often due to uncertainty about reporting procedures and doubts about their effectiveness.
- travel experiences vary widely for women and girls based on their backgrounds, and effective transport safety measures need to address these diverse needs – however, underreporting of incidents and poorly coordinated safety interventions across transport modes and locations contribute to gaps in data and effectiveness.

Aside from apps and campaigns that are designed to enable women to feel safe by notifying friends of their travel, calling assistance or changing men's behaviour other interventions, which the council is better placed to enact, is real time bus information and improved lighting.

6.6 Gender Reassignment:

Does your analysis indicate a disproportionate impact relating to Gender Reassignment ?	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

There is a lack of data on how trans people experience travel in the city. The conclusion of a TfL report¹¹ looking at those with protected characteristics was ‘that there may be barriers to transport faced by some transgender women and men. However, we do not yet have sufficient data to provide a detailed analysis’. Trans peoples’ experiences may well be similar to those of Lesbian, Gay and Bisexual people, which are considered below.

If this is the case the transport specific policies will not have a disproportionate impact on trans people but we will need to consider how public safety concerns in the wider public realm can be addressed in specific transport schemes.

⁹ [National Travel Survey 2023, Trips by purpose, age, mode and sex.](#)

¹⁰ [Interventions to improve transport safety for women and girls](#)

¹¹ [Travel in London: Understanding our diverse communities 2019: A summary of existing research](#)

6.7 Sexual Orientation:

Does your analysis indicate a disproportionate impact relating to Sexual Orientation ?	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

<p>In lieu of Brighton specific data we have reviewed data produced by TfL¹¹ that found:</p> <p>Very few differences exist between heterosexual and Lesbian Gay and Bisexual (LGB) Londoners regarding barriers to increased public transport use. The most common barriers to increased public transport use for LGB Londoners and heterosexual Londoners alike are overcrowded or cramped services, cost of travel and service disruptions.</p> <p>However, LGB Londoners are significantly more likely than heterosexual Londoners to have experienced incidents of unwanted sexual behaviour or hate crime while travelling on the Capital’s public transport network. Fears of intimidation and/or abuse are sometimes mentioned by LGBT Londoners as barriers for increased public transport use. The extent to which these fears affect travel behaviour depends on people’s personalities, previous experiences and the degree to which they perceive themselves as being visibly LGBT</p>

6.8 Marriage and Civil Partnership:

Does your analysis indicate a disproportionate impact relating to Marriage and Civil Partnership?	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

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6.9 Pregnant people, Maternity, Paternity, Adoption, Menopause, (In)fertility (across the gender spectrum):

Does your analysis indicate a disproportionate impact relating to Pregnant people, Maternity, Paternity, Adoption, Menopause, (In)fertility (across the gender spectrum)?	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

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6.10 Armed Forces Personnel, their families, and Veterans:

Does your analysis indicate a disproportionate impact relating to Armed Forces Members and Veterans?	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.11 Expatriates, Migrants, Asylum Seekers, and Refugees:

Does your analysis indicate a disproportionate impact relating to Expatriates, Migrants, Asylum seekers, Refugees, those New to the UK, and UK visa or assigned legal status? (Especially considering for age, ethnicity, language, and various intersections)	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.12 [Carers](#):

Does your analysis indicate a disproportionate impact relating to Carers (Especially considering for age, ethnicity, language, and various intersections).	YES/ NO
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If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.13 Looked after children, Care Leavers, Care and fostering experienced people:

Does your analysis indicate a disproportionate impact relating to Looked after children, Care Leavers, Care and fostering experienced children and adults (Especially	YES/ NO
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considering for age, ethnicity, language, and various intersections).

Also consider our [Corporate Parenting Responsibility](#) in connection to your activity.

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.14 Homelessness:

Does your analysis indicate a disproportionate impact relating to people experiencing homelessness, and associated risk and vulnerability? (Especially considering for age, veteran, ethnicity, language, and various intersections)

YES / NO

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.15 Domestic and/or Sexual Abuse and Violence Survivors, people in vulnerable situations:

Does your analysis indicate a disproportionate impact relating to Domestic Abuse and Violence Survivors, and people in vulnerable situations (All aspects and intersections)?

YES / NO

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

6.16 Socio-economic Disadvantage:

Does your analysis indicate a disproportionate impact relating to Socio-economic Disadvantage? (Especially

YES / NO

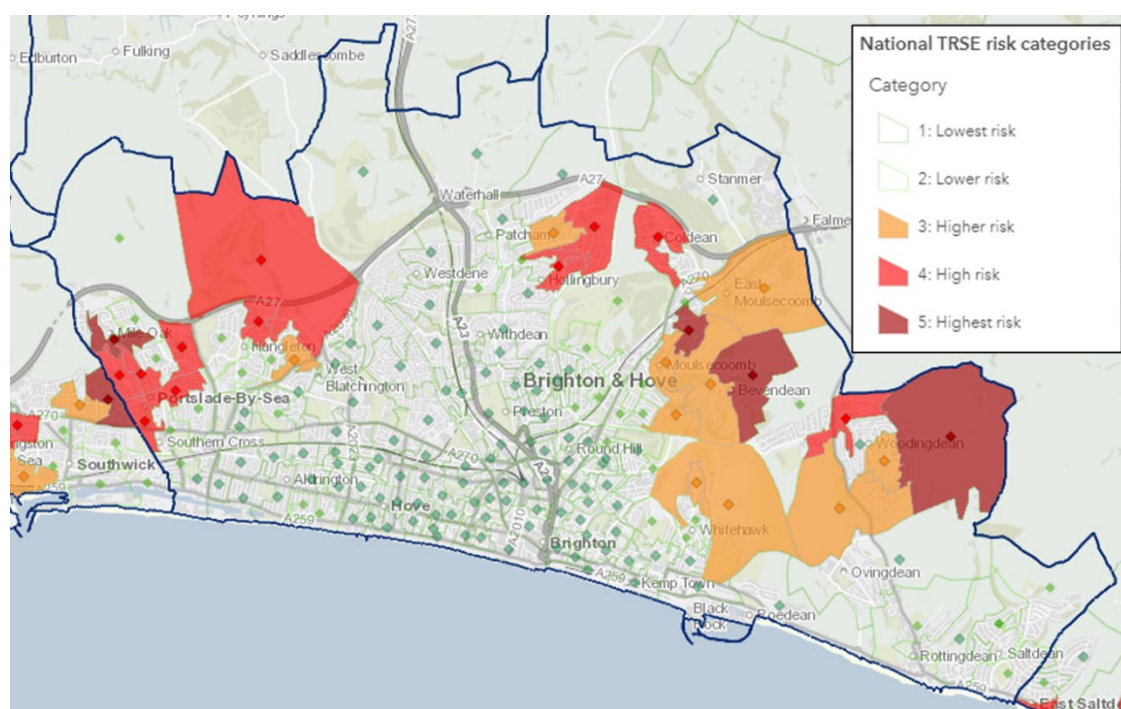
considering for age, disability, D/deaf/ blind, ethnicity, expatriate background, and various intersections)

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

The evidence base we are currently compiling includes the Transport Risk of Social Exclusion. This identifies that lower income groups on the edge of the city (Woodingdean, Portslade, Bevendean, Coldean and Hollingbury) are at high risk of exclusion, because of the affordability of transport and their distance from key basic services – education, employments etc.

The policies we develop, and consultation that we carry out will take account of this risk.



6.17 Human Rights:

Will your activity have a disproportionate impact relating to Human Rights?

NO

If “YES”, what are the positive and negative disproportionate impacts?

Please share relevant insights from data and engagement to show how conclusions about impact have been shaped. Include relevant data sources or references.

N/A

6.18 Cumulative, multiple intersectional, and complex impacts (including on additional relevant groups):

What cumulative or complex impacts might the activity have on people who are members of multiple Minoritised groups?

- For example: people belonging to the Gypsy, Roma, and/or Traveller community who are also disabled, LGBTQIA+, older disabled trans and non-binary people, older Black and Racially Minoritised disabled people of faith, young autistic people.
- Also consider wider disadvantaged and intersecting experiences that create exclusion and systemic barriers:
 - People experiencing homelessness
 - People on a low income and people living in the most deprived areas
 - People facing literacy and numeracy barriers
 - Lone parents
 - People with experience of or living with addiction and/ or a substance use disorder (SUD)
 - Sex workers
 - Ex-offenders and people with unrelated convictions
 - People who have experienced female genital mutilation (FGM)
 - People who have experienced human trafficking or modern slavery

As the research on interventions to improve transport safety for women and girls illustrates there are intersectional impacts on how women experience the transport network. Women's experience will vary depending on age, ethnicity and disability: 'stakeholders reported that young women, ethnic minorities, disabled women and girls, and women and girls with lower income could be more vulnerable to violence against women and girls and other problematic behaviours on the transport system.

7. Action planning

What SMART actions will be taken to address the disproportionate and cumulative impacts you have identified?

- Summarise relevant SMART actions from your data insights and disproportionate impacts below for this assessment, listing appropriate activities per action as bullets. (This will help your Business Manager or Fair and Inclusive Action Plan (FIAP) Service representative to add these to the Directorate FIAP, discuss success measures and timelines with you, and monitor this EIA's progress as part of quarterly and regular internal and external auditing and monitoring)

1. The consultation on the proposed LTP5 will include accessible and inclusive activities to engage those groups identified as disproportionately impacted.
 - Focus groups/ workshops will be held with the elderly, young, disabled and at physical locations across the city so that those at risk of transport related social exclusion can participate.
 - In workshops focused on young people we will ask questions about how safe they feel in the city.

- A section of the consultation report will be dedicated to summarising the outputs of the above activities.

2. The published evidence base and this EIA will set out the specific issues faced by those groups identified as facing disproportionate impacts.

3. The final iteration of Our City Transport Plan will include a more detailed Implementation Plan setting out which projects will be funded over the coming 2-5 years. Within the plan itself we will include an assessment of how each project can ensure a beneficial impact on those key groups identified in this plan that will be affected by it.

Which action plans will the identified actions be transferred to?

- For example: Team or Service Plan, Local Implementation Plan, a project plan related to this EIA, FIAP (Fair and Inclusive Action Plan) – mandatory noting of the EIA on the Directorate EIA Tracker to enable monitoring of all equalities related actions identified in this EIA. This is done as part of FIAP performance reporting and auditing. Speak to your Directorate's Business Improvement Manager (if one exists for your Directorate) or to the Head of Service/ lead who enters actions and performance updates on FIAP and seek support from your Directorate's EDI Business Partner.

The actions will remain with the team responsible for writing the LTP5 until the document has been adopted. Specific actions may then be transferred to different teams.

8. Outcome of your assessment

What decision have you reached upon completing this Equality Impact Assessment? (Mark 'X' for any ONE option below)

Stop or pause the activity due to unmitigable disproportionate impacts because the evidence shows bias towards one or more groups.	
Adapt or change the activity to eliminate or mitigate disproportionate impacts and/or bias.	
Proceed with the activity as currently planned – no disproportionate impacts have been identified, or impacts will be mitigated by specified SMART actions.	X
Proceed with caution – disproportionate impacts have been identified but having considered all available options there are no other or proportionate ways to achieve the aim of the activity (for example, in extreme cases or where positive action is taken). Therefore, you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision.	

If your decision is to "Proceed with caution", please provide a reasoning for this:

N/A

Summarise your overall equality impact assessment recommendations to include in any committee papers to help guide and support councillor decision-making:

This EIA will be updated with recommendations following the public consultation.

9. Publication

All Equality Impact Assessments will be published. If you are recommending, and choosing not to publish your EIA, please provide a reason:

This iteration of the EIA has been written prior to the public consultation on Our City Transport Plan. As such it is in draft form and will be updated following the consultation analysis.

10. Directorate and Service Approval

Signatory:	Name and Job Title:	Date: DD-MMM-YY
Responsible Lead Officer:	Kieran Taylor, Principal Transport Planner	
Accountable Manager:	Laura Wells, Transport Policy & Strategy Manager	

Notes, relevant information, and requests (if any) from Responsible Lead Officer and Accountable Manager submitting this assessment:

EDI Review, Actions, and Approval:

Equality Impact Assessment sign-off

EIA Reference number assigned: DIRNAME##-DD-MMM-YY-EIA-Name

For example, HNC##-25-Dec-23-EIA-Home-Energy-Saving-Landlord-Scheme

EDI Business Partner to cross-check against aims of the equality duty, public sector duty and our civic responsibilities the activity considers and refer to relevant internal checklists and guidance prior to recommending sign-off.

Once the EDI Business Partner has considered the equalities impact to provide first level approval for by those submitting the EIA, they will get the EIA signed off and sent to the requester copying the Head of Service, Business Improvement Manager, [Equalities inbox](#), any other service colleagues as appropriate to enable EIA tracking, accountability, and saving for publishing.

Signatory:	Name:	Date: DD-MMM-YY
EDI Business Partner:		
EDI Manager:		
Head of Communities, Equality, and Third Sector (CETS) Service: <i>(For Budget EIAs/ in absence of EDI Manager/ as final approver)</i>		

Notes and recommendations from EDI Business Partner reviewing this assessment:

Notes and recommendations (if any) from EDI Manager reviewing this assessment:

Notes and recommendations (if any) from Head of CETS Service reviewing this assessment:

