

Equality Impact Assessment - Preliminary Assessment Form

<i>Title of the strategy, policy, service or project:</i>	Sustainable Travel Strategy 2025-29 and Staff Travel Action Plan 2025-2029	
<i>Lead Officer:</i>	Karen Collier	
<i>Date of assessment:</i>	6 January 2025	
<i>Is the strategy, policy, service (procedure) or project:</i>		
<i>Changed</i>	<input checked="" type="checkbox"/>	
<i>New</i>	<input type="checkbox"/>	

Section 1 – Clear aims and objectives

1. What is the aim of the strategy, policy, procedure or project?

A brief description of the aims of the policy – use a bullet point list if appropriate

The aim of the Strategy is to reduce the environmental impact of the journeys the Council makes both in staff commuting to work and in carrying out Council duties.

This supports the Council's commitment to its 2030 carbon neutral targets and the actions set out in the [Climate and Environment Action Plan 2021-30](#)

2. Who is intended to benefit from the strategy, policy, procedure or project and how?

E.g. specific sections of the community, employees

The strategy aims to facilitate the provision of improved travel options to all employees including agency staff and contractors and promotes the benefits of sustainable travel to residents and businesses within the district.

The benefits include:

- Reduced council carbon emissions
- Improved staff health and wellbeing, reduced sickness
- Reduced congestion on roads and in car parks due to reduced numbers of staff travelling to and for work by single occupant car
- Reduced business travel mileage, particularly by single occupant private cars



3. What outcomes do you want to achieve?

A brief summary of the anticipated outcomes (if required as explained in the accompanying Committee report) use a bullet point list if appropriate

The Strategy supports the Council’s commitment to its 2030 carbon neutral targets and the actions set out in the Climate and Environment Action Plan 2021-30.

The new Staff Travel Action Plan 2025-2029 hosts specific SMART programs which will aid the delivery of the broad plans set out in the Sustainable Travel Strategy.

	Potentially positive impact	Potentially negative impact	No disproportionate impact
Age Increased physical activity may deliver health benefits for the individual member of staff, and for those within the wider community due to reduced emissions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability and long-term conditions The Staff Travel Survey has highlighted that disability affects mobility and active travel options. Impacts will need to be considered as initiatives develop. Where a person with a disability cannot take advantage of a proposed initiative care must be taken to ensure they are not disadvantaged. For example, an initiative encouraging pool car use as an alternative to an employee’s own vehicle would need to make allowances for drivers who require a specially adapted vehicle. Initiatives or infrastructure changes must of course adhere to legislative requirements e.g. access, parking provision etc. Parking for electric vehicles should have wide bays accessible to wheelchair users.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Marriage or civil partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnant women and people on parental leave Reduced emissions may particularly benefit pregnant women and their unborn child, and infants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex (Gender) Womens Safety should be considered when designing alternative travel initiatives.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section 3 – Recommendations and monitoring

If you have answered that the strategy, policy, procedure or project could potentially have a negative impact on any of the above characteristics then a full Equality Impact Assessment will be required.

4. Should a full EIA be completed for this strategy, policy, procedure or project?

Yes No

Please explain the reasons for this decision:

No negative impacts of the Strategy have been identified. There is further opportunity to carry out EIA Preliminary Assessments for each major initiative emerging from the Staff Travel Action Plan. The annual staff travel survey can also be used to gather further feedback as initiatives develop.

Section 4 – Approval

Please note the assessment should be reviewed and approved by the appropriate Head of Service **before** the Committee report (if required) is produced.

Reviewed by Head of Service	Name:	Karen Collier
	Date:	06/01/2025



If further information regarding this assessment is required, please contact the Lead Officer for this assessment (outlined in Section 1.)

