

Equality Impact Assessment (EIA) Tool

Please ensure you have read the [guidance pages](#) prior to completing this tool

Document Control

Control Details:	
Title of EIA/ Decision (DDM):	Operational Decision: Expenditure on bus services provided under de minimis regulations
Budget booklet code (if applicable):	10684-100
If this is a budget EIA please ensure the title and budget booklet code is the same as the title used within the budget booklet	This EIA is required for a particular provision in the Operational Decision, which is the withdrawal of council support to bus service 19 after withdrawal in July 2023.
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Document Amendment Record

Version	Author	Date
1	Mark Garlick	25 January 2023
2	Mark Garlick	31 January 2023
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Contributors/Reviewers (Anyone who has contributed to this document to be named)

Name	Title role	Date
Rosey Donovan	Equality and Employability Consultant	30/01/2023

Glossary of Terms

Term	Description
'de minimis'	Local authorities are able to award subsidy for bus services, without a competition, under the de minimis tendering rules under certain circumstances. Up to 25% of an authority's bus service budget can be awarded in this way. This is useful where a variation to an otherwise commercial bus service is the most effective way of meeting a particular need. This provision usually applies to minor timetable enhancements, or short route diversions/extensions on an otherwise commercially-provided bus service. It constitutes the partial support of a bus service, for an agreed variation, that is commercial in nature.
400m (accepted accessibility standard)	This refers to the 400m accessibility standard. The council aims for all homes to be within 400m walking distance of a public transport service. Where this is not commercially provided by bus operators a subsidised service will usually be arranged. Some areas that are more than 400m from public transport simply cannot be served due to road geometry or a road being a cul-de-sac.
CT4N Ltd	CT4N Ltd, bus operator providing services 13 and 19
NCT	Nottingham City Transport Ltd, bus operator providing service 54
Commercial (bus service)	A bus service that is provided by a bus operator on a profit-making basis.

Easylink Dial-a-Ride	A door to door community transport service that can be booked in advance by users
Demand Responsive Bus Service	A service that can be booked in advance, by telephone or app, to provide a journey (usually with a joining point that is close to a person's home, or close to a destination)
EIA	Equality Impact Assessment

Section 1 – Equality Impact (NCC staff/ Service users/ Citizen/ Community impact)

1. a. Brief description of proposal/ policy/ service to be assessed

Service 19 withdrawal from July 2023

CT4N Ltd has stated its intention to withdraw its commercial service 19. This service has existing 'de minimis' elements (see 2 and 3 below). The proposal here is to retain and support this service until the end of the current school year in July 2023. This is the main focus of the EIA, due to the withdrawal of Service 19 in July. The other provisions in the Operational Decision allow for the continuation of services 13 and 54 as now, with no detriment to users of those services.

Service 19 carries an average of 100 passenger movements each operating day. Around 30 of these are school journeys to/from Christ the King School, around 8 per day are from the Sherwood Vale area, and around 5 per day are from the Mildenhall Crescent area. 52% of all users on the service are elderly or disabled persons' concessionary pass holders.

All proposals within the Operational Decision

The proposal is to continue to support the provision of services that are already operating on a 'de minimis' basis as follows:

1. Retain CT4N Ltd Service 13 as a link between the Wollaton area and Beeston centre for local shopping and facilities;

2. Retain contribution to CT4N Ltd commercial service 19 until July 2023, when it will be withdrawn. The support provides links into the Sherwood Vale and Mildenhall Crescent residential areas that would not otherwise be served by bus services within 400m;
3. Retain CT4N Ltd Service 19 direct school journeys between the Top Valley area and Christ the King Roman Catholic School at Arnold until July 2023.
4. Retain contribution to NCT commercial service 54 to provide a service into areas of Clifton that will be more than 400m from alternative services, including Lark Hill older peoples' village, the Summerwood Lane area and the Rivergreen-Sunninghill Drive areas.

Other options considered, and why these have been rejected:

The other options available are:

- 1) Allow the commercial withdrawal of CT4N Service 19, as planned by the operator, with immediate effect. This would mean an immediate loss of service into Sherwood Vale and Mildenhall Crescent, and the loss of the direct (no interchange needed) school link between Top Valley and Christ the King School. In view of the short notice given by the commercial operator this would mean no time to plan the transition for school pupils to other services before the end of the school year, and no time to plan alternative provision such as Dial-a-Ride or Demand Responsive alternative services for residents in the Sherwood Vale and Mildenhall Crescent areas.
- 2) Removal of support to CT4N Service 13. This provides an increasingly popular shoppers' link between the Wollaton area and Beeston centre. It operates four journeys in each direction on Tuesday and Thursday and replaces the L10 service that was withdrawn due to budget savings in June 2021.
- 3) Removal of support to NCT Service 54. This support funds links to the Lark Hill older peoples' village, the Summerwood Lane area of Clifton and the Rivergreen-Sunninghill Drive areas of Clifton where buses would not otherwise be provided within 400m.

1. b. Information used to analyse the equalities implications

Passenger numbers on Service 19, supplied by the commercial operator.

I have engaged with Christ the King School, to assess its requirements going forward. Once in full discussion with the school, I will suggest that it puts information about the service withdrawal on its webpage, and suggest that it writes out to parents/carers of the affected pupils for comment and

engagement. Where required, I will provide travel advice about alternative options, or arrange Independent Travel Training as appropriate to the case. I will suggest that the school also informs prospective pupils, intending to start at the school in September 2023, that this service will no longer be available.

1. c. Who will be affected and how?

Impact type (NCC staff/ Service users/ Citizens/ Community)	Equality group/ individual	Positive	Negative	None	Reasons for your assessment (Including evidence)	Details of mitigation/ actions taken to advance equality	Details of any arrangements for future monitoring of equality impact (Including any action plans)
	People from different ethnic groups			X	No particular impact	No action	No action
	Men			X	Bus passenger numbers are generally split 40% Male and 60% Female	No action	No action
	Women		X		Bus passenger numbers are generally split	No direct action, but a general awareness that women are more	No action

					40% Male and 60% Female	likely to be affected than men	
	Trans			X	No particular impact	No action	No action
	Disabled people/ carers		X		Since Service 19 operates into residential areas that are more than 400m from alternative bus routes (at Mildenhall Crescent and Sherwood Vale). 47% of all users on the service are elderly persons' concessionary permit holders and 5% are disabled persons' concessionary pass holders.	Provide extra resources into Mildenhall Crescent and Sherwood Vale using the Easylink Dial-a-Ride service, or an alternative Demand Responsive bus operation. This is likely to include a time-limited free travel offer for users in these limited geographical areas. This offer would run for one calendar year.	Close monitoring of the use of Easylink Dial-a-Ride, or a Demand Responsive bus service from the Mildenhall Crescent and Sherwood Vale areas, to assess the level of travel demand by those that cannot access other bus services in the area, that are more than 400m away.

	Pregnancy and maternity			X	No particular impact	No action	No action
	Marriage/Civil Partnership			X	No particular impact	No action	No action
	People of different faiths/ beliefs and those with none		X		Christ the King is a Roman Catholic denominational school	I have arranged to fund the service continuing from Jan 2023 until the end of the school year in July 2023. This is to allow time to consult with the school, and to not break the service inside the school year.	Consult with, and advise, the parents/guardians of affected school pupils of the alternative services that are available to them. About 30 school pupils are involved.
	Lesbian/ Gay/ Bisexual people			X	No particular impact	No action	No action
	Older		X		Since Service 19 operates into residential areas that are more than 400m from alternative bus	Provide extra resources into Mildenhall Crescent and Sherwood Vale using the Easylink Dial-a-	Close monitoring of the use of Easylink Dial-a-Ride, or a Demand Responsive bus service from the

					<p>routes (at Mildenhall Crescent and Sherwood Vale) it is likely that some passengers will have a mobility impairment. 52% of all users on the service are elderly or disabled persons' concessionary pass holders.</p>	<p>Ride service, or an alternative Demand Responsive bus operation. This is likely to include a time-limited free travel offer for users in these limited geographical areas. This offer would run for one calendar year.</p>	<p>Mildenhall Crescent and Sherwood Vale areas, to assess the level of travel demand by those that cannot access other bus services in the area, that are more than 400m away.</p> <p>Around 13 passengers per day board the bus in these areas.</p>
	<p>Younger</p>		<p>X</p>		<p>Direct links from the Top Valley and Bestwood Park areas to Christ the King School will be lost</p>	<p>Interchange between frequent bus services at Arnold are available.</p> <p>The school is at Darlton Drive, and one mile walk away from Arnold Town Centre where</p>	<p>Liaise with school whether school pupils are reaching the school from Arnold either by bus or on foot. There may be safeguarding issues for some school pupils.</p>

						<p>other buses from the Top Valley and Bestwood Park areas terminate.</p>	<p>Further details can be included here once discussions with the school have taken place.</p> <p>About 30 school pupils are involved.</p> <p>For pupils with a disability, including learning difficulties, Independent Travel Training can be arranged by the Council, or Special Educational Needs (SEN) Transport can be provided.</p>
	<p>Other (e.g. <u>looked after children</u>, cohesion/ good relations, vulnerable children/ adults), socio-economic background.</p>		X		<p>Christ the King is a Roman Catholic denominational school</p>	<p>I have arranged to fund the service continuing from Jan 2023 until the end of the school</p>	<p>Consult with, and advise, the parents/guardians of affected school pupils of the alternative</p>

	<p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p> <p><i>Looked After Children</i></p>					<p>year in July 2023. This is to allow time to consult with the school, and to not break the service inside the school year.</p>	<p>services that are available to them.</p>
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1. d. Summary of any other potential impact (including cumulative impact/ human rights implications):

No further impacts other than those listed in 1.c.

Section 2 – Equality outcome

Please include summary of the actions identified to reduce disproportionate negative impact, advance equality of opportunity and foster good relations. Please pull out all of the mitigations you have identified and summarise them in this action plan

Equality Outcome	Adjustments to proposal and/or mitigating SMART actions	Lead Officer	Date for Review/ Completion	Update/ complete
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Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010.	Provision of an interim Dial-a-Ride facility (at not cost) into Mildenhall Crescent and Sherwood Vale areas	Mark Garlick	1 June 2023	
	Offer Independent Travel Training to school pupils that may need assistance without a bus service running directly to the school.	Mark Garlick	1 June 2023	
Advance equality of opportunity between those who share a protected characteristic and those who don't				
Foster good relations between those who share a protected characteristic and those who don't				
(Please add other equality outcomes as required – e.g. mitigate adverse impact identified for people with a disability)				

Please note: All actions will need to be uploaded onto Pentana

Section 3 – Approval and publishing

The assessment must be approved by the manager responsible for the service /proposal. Approving Manager details (name, role, contact details):	Date sent for advice:
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Sajeeda Rose, Corporate Director, City Development and Growth	
Approving Manager Signature:	Date of final approval:

For further information and guidance, please visit the [Equality Impact Assessment Intranet Pages](#)
Alternatively, you can contact the Equality and Employability Team by telephone on 0115 876 2747

Send document or link for advice and/ or publishing to: edi@nottinghamcity.gov.uk

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.