

Equality Impact Assessment (EIA) Tool

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

Document Control

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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	
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Department:	Growth & City Development
Director:	Paul Seddon
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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	21/11/2024 / 18/11/2024

Glossary of Terms

Term	Description
Travel Concession Authority	Nottingham City Council in this case as the authority responsible for setting a Concessionary Travel Scheme for Nottingham.
English National Concessionary Travel Scheme (ENCTS)	National concessionary scheme which allows you to enjoy free off-peak travel on local buses anywhere in England: Monday to Friday: 9.30am to 11pm. Weekends and public holidays: all day.
Bus Service Improvement Plan	Annually reviewed improvement plan which is required in order to access all discretionary funding provided by government for bus services.

Nottingham City Council Discretionary Concessionary Travel Scheme	A non-statutory scheme that provides additional travel benefits to city resident concessionary pass holders above and beyond the statutory duty as outlined in the English National Concessionary Travel Scheme. It is wholly funded by the Council, not central government.
Local Government Finance Settlement (LGFS)	A revenue grant payment paid from central government to English Councils to help fund a variety of local services, which includes the costs of running the English National Concessionary Travel Scheme at a local level.
Local Transport Plan (LTP)	Sets out the transport strategy for Nottingham and outlines a programme of measures to be delivered over the short, medium and long term. The strategy covers all types of transport including public transport, walking, cycling, cars and freight.
East Midlands Combined County Authority (EMCCA)	A regional authority that sits above Derby City, Derbyshire County, Nottingham City and Nottinghamshire Council Councils, which will receive funding and powers devolved from a national level to a regional level to help the 2.2 million people that live in the catchment area.
NET	Nottingham Express Transit
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

The Council is a Travel Concession Authority (TCA) and has a duty to provide free travel on local bus services for holders of a valid English National Concessionary Travel Scheme (ENCTS) pass for journeys that commence within the council’s administrative boundary. The free travel window is between 09:30 and 23:00 on weekdays and at all times on weekends and on bank holidays anywhere in England. Concessionary travel passes are available to those who qualify on the grounds of age or disability.

ENCTS free travel is funded by central government via the Local Government Finance Settlement (LGFS) grant provided annually to each English Council. The Council is responsible for reimbursing transport operators for all statutory free concessionary travel commencing within Nottingham, irrespective of which TCA issued the pass.

TCAs can also offer, and locally fund, additional travel entitlements using discretionary powers from Section 93 of the Transport Act 1985 (<https://www.legislation.gov.uk/ukpga/1985/67/section/95>) The Council currently offers three additional travel entitlements for our Nottingham residents, namely;

- free travel on the entire Nottingham tram network at the same times as per the national scheme for free bus travel, which is between 09:30 and 23:00 hours on weekdays and at all times on weekends and bank holidays;

- a companion travel facility attached to passes issued for certain severe disabilities;
- free travel on weekdays for boardings made before 09:30 on buses for travel made wholly within the Nottingham City Council administrative boundary and on the tram across its entire network.

Unlike the reimbursement duty for the statutory bus concession, the Council is responsible under the current non-statutory arrangement for reimbursing the tram operator for all travel by Nottingham pass holders only.

Nottingham issues a disabled person's concessionary travel pass with an additional companion entitlement to residents who are either;

- registered as blind with the Council's Sensory Team.
- have a severe walking disability (need to use a wheelchair at all times indoors and outdoors) or;
- have a severe learning disability, are registered under the care of the adult learning Team and would have difficulty travelling alone.

This type of pass allows one additional person to travel with the pass holder at the same discounted rate for all journeys made in Nottingham and the Council uses its own budget to fund the companion trips.

For information only, the Council currently receives external grant funding in the form of the Bus Services Improvement Plan (BSIP) to fund free travel made by city residents possessing a disabled persons travel pass on bus and tram before 09:30 on weekdays. This travel benefit is subject to a separate approvals process.

Officers are due to issue a report to Executive Board for the meeting dated 21 January 2025 to seek approval to continue providing the following additional travel benefits as outlined above to eligible city residents;

- free travel on the entire Nottingham tram network at the same times as per the national scheme for free bus travel, which is between 09:30 and 23:00 hours on weekdays and at all times on weekends and bank holidays;
- a companion travel facility attached to passes issued for certain severe disabilities.

The offering of the above benefits aligns with the strategic ambition of the Council, as outlined in the Local Transport Plan (LTP), found at www.transportnottingham.com/policies/transport-strategy-plan aimed at delivering a world-class, low carbon, sustainable transport system for Nottingham, to support a thriving economy and enable growth. To help realise this vision; the Council provides enhanced concessionary travel benefits for Nottingham's elderly and disabled residents, enabling those residents to more easily access work, training, health, shopping and leisure facilities.

The additional benefits provided can also support the strengthening of communities, sustainable town and district centres within the Greater Nottingham area, and connect disabled and isolated people, thus improving helping mental health well-being and quality of life.

Public Transport functions are due to transfer to the East Midlands County Combined Authority (EMCCA), and this will include responsibility for managing statutory and discretionary concession schemes across the area. To ensure that clear arrangements are put in place, the legislation also allows for a two-year transition period up to April 2026, during which functions will transfer. The detailed arrangements for transferring functions, including timescales and reviewing variations in discretionary elements between the constituent authorities, are currently being worked through, and this may lead to the Nottingham Concessionary Travel Scheme being reviewed and amended during 2025/26. Updates will be provided to the Board as required. Following the transfer, it is expected that the Council will continue to fund part or all of the Nottingham Concessionary Travel Scheme through the payment of a Transport Levy to EMCCA.

1. b. Information used to analyse the equalities implications

Various sources of data and survey information were analysed to assess the equalities implications. These were;

Usage data

Nottingham has around 55,000 residents that possess a Concessionary Travel pass.

There were around 7,325,532 concessionary pass journeys undertaken in 2023/24 that the Council were responsible for reimbursing local bus and tram operators for.

Around 994,990 of these trips were undertaken by city residents on the tram network and broken down further into the following pass types;

- 275,691 were mobility pass holders
- 18,278 were mobility + companion pass holders
- 2,068 were senior + companion pass holders
- 698,253 were senior pass holders

Of the 7,325,532 journeys made by concessionary pass holders, 5,441,225 were made by city residents, including the 994,990 trips on the tram. Of the 4,446,235 bus trips made by city residents, 194,571 were made by city residents possessing either a disabled person's pass, a disabled person + companion pass or a senior person + companion pass.

National surveys

The National Highways Survey for 2022 (<https://nhtnetwork.org/survey-results/>) recognised Nottingham City Council as being the number one local Authority area in the country for Public Transport. The area received some very high ranking including;

Ease of getting off and onto a vehicle - 80% satisfaction – 10% above average.
Raised kerbs to help with access to vehicles – 69% satisfaction - 6% above average
Information available on accessible buses - 60% satisfaction - 13% above average.

The 2023 survey undertaken by Transport Focus also show that satisfaction across a range of factors is higher than the national average, with results including;

Passenger satisfaction – 90% satisfaction - 9% above average

These results suggest high levels of satisfaction for public transport, and in particular on accessibility issues for the elderly and mobility impaired and wider ticketing availability.

Local surveys and research

An evaluation undertaken in 2018 following opening of NET Phase Two identified the following;

- The number of wheelchair users in particular has increased significantly with the introduction of NET Phase Two, and the tram has significantly increased the quality of life for mobility impaired users, with 86% saying it had improved considerably.
- Around 17% of mobility impaired users accessing their place of work in Nottingham City Centre had changed employment in the last five to six years. Of these, 50% said their change of workplace would not have been practical without the introduction of NET. Whilst the sample size is small, this suggests there is a clear benefit from NET in providing individuals with enhanced access to a choice of employment opportunities.
- Increase in the quality of life for mobility impaired users, with 86% saying it had improved considerably.

A Bus and tram user survey was undertaken by the City Council in 2023 and respondents were provided multiple options when asked to provide a reason why they chose to use the bus or tram. They could provide more than one reason, and the most common reason provided was because of 'ease of access'.

Bus Service Improvement Plan survey October 2021

When citizens were asked if better facilities to cater for disabilities would make you use local bus services in Nottinghamshire, 18% indicated yes, a great deal, and 20% said yes, to some extent.

These results indicate the importance to citizens of making public transport as accessible as possible for people with disabilities.

1. c. Who will be affected and how?

Equality group/ individual	Impact type	Positive	Negative	None
People from different ethnic groups	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Men	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community. Well over a third of senior or disabled person pass holders are men.			

Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Women	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	<p>Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.</p> <p>Over half of senior or disabled person pass holders are women.</p>			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Trans	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>Reasons for your assessment (Including evidence)</p>	<p>Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.</p> <p>Over half of senior or disabled person pass holders are women.</p>			
<p>Details of mitigation/ actions taken to advance equality</p>				
<p>Details of any arrangements for future monitoring of equality impact (Including any action plans)</p>	<p>Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.</p>			
Equality group/ individual	Impact type	Positive	Negative	None
<p>Disabled people/ Carers</p>	<p><input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community</p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Reasons for your assessment (Including evidence)</p>	<p>Disabled city residents are statistically less likely to have access to their own car and so it is particularly important that this group has extensive public transport options with the addition of free tram travel. The tram is a highly accessible, high frequency, mode of public transport with ease of access boarding and it has a good level of priority seating and wheelchair space available. The tram can also provide important links to medical appointments, leisure and shopping facilities, employment and education and it also further facilitates socialisation.</p> <p>Carers are permitted to travel for free on bus and tram with a city resident disabled person that possess a valid concessionary travel pass to support the disabled person, who may or may not be able to travel alone, with their journey.</p> <p>Undertaking earlier journeys before 09:30 on weekdays provides greater flexibility to the service user in terms of being able to attend early morning health appointments, for example.</p>			

Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Pregnancy and maternity	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Marriage/ Civil Partnership	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
People of different faiths/ beliefs and those with none	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None

Lesbian/ Gay/ Bisexual people	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Older	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reasons for your assessment (Including evidence)	<p>People within this group have more travel choice with the addition of free tram travel and the tram is a highly accessible, high frequency, mode of public transport with ease of access boarding and priority seating available. The tram can also provide important links to medical appointments, leisure and shopping facilities, employment and education and it also further facilitates socialisation.</p> <p>Olders persons may be eligible to have any carers travel for free on the bus and tram with them if they possess a valid concessionary travel pass, to support them during their journey. Without this support, they may not be able to travel alone.</p> <p>Undertaking earlier journeys before 09:30 on weekdays provides greater flexibility to the service user in terms of being able to attend early morning health appointments, for example.</p>			

<p>Details of mitigation/ actions taken to advance equality</p>				
<p>Details of any arrangements for future monitoring of equality impact (Including any action plans)</p>	<p>Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.</p>			
<p>Equality group/ individual</p>	<p>Impact type</p>	<p>Positive</p>	<p>Negative</p>	<p>None</p>
<p>Younger</p>	<p><input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community</p>	<p style="text-align: center;"><input checked="" type="checkbox"/></p>	<p style="text-align: center;"><input type="checkbox"/></p>	<p style="text-align: center;"><input type="checkbox"/></p>
<p>Reasons for your assessment (Including evidence)</p>	<p>Younger persons with a disability may qualify for a disabled persons pass and this group may therefore be able to use public transport for free before 09:30 on weekdays, as well on their return leg home, to travel to and from school or further education. They also have the facility to travel for free in the evenings or at weekends to support any social, leisure or other important activities.</p> <p>Those that have carers may also qualify for a pass type that allows their carer to travel for free with them, to support them on any journey.</p> <p>Some disabled children receive independent travel training from their school, an initiative started by the Council, and it is therefore important for their future independence that they have the facility to travel for free on public transport, making use of the skills they have learnt.</p>			
<p>Details of mitigation/ actions taken to advance equality</p>				
<p>Details of any arrangements for future monitoring of equality impact (Including any action plans)</p>	<p>Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.</p>			

Equality group/ individual	Impact type	Positive	Negative	None
Care Experience (Please refer to the guidance notes for further information)	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	☒	☐	☐
Reasons for your assessment (Including evidence)	Accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for future monitoring of equality impact (Including any action plans)	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.			
Equality group/ individual	Impact type	Positive	Negative	None
Other (E.g. Cohesion/ good relations, vulnerable children/ adults), socio- economic background (e.g. financial vulnerable)	<input type="checkbox"/> NCC staff <input checked="" type="checkbox"/> Service users <input checked="" type="checkbox"/> Citizens <input checked="" type="checkbox"/> Community	☒	☐	☐
Reasons for your assessment (Including evidence)	Nottingham has a large proportion of its population without a car, so accessibility to free public transport if you possess a concessionary pass helps to facilitate important to access to essential services and amenities, and helps to avoid isolation and a loss of quality of life for parts of the community.			
Details of mitigation/ actions taken to advance equality				
Details of any arrangements for	Bus and tram user surveys are undertaken at least annually and via different entities, and they provide respondents with a chance to state whether they			

future monitoring of equality impact (Including any action plans)	benefit from the discretionary travel benefits offered to concessionary pass holders. We will monitor the results to help understand the impact of the extra services provided.
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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.
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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 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
Eliminate unlawful discrimination, harassment, victimisation, and any other conduct prohibited by the Equality Act 2010.				
Advance equality of opportunity between those who share a protected				


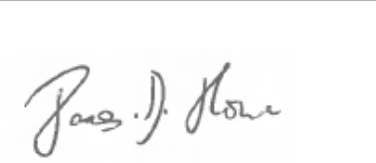
characteristic and those who don't				
Foster good relations between those who share a protected characteristic and those who don't				
(Please add other equality outcomes as required – e.g., mitigate adverse impact identified for people with a disability)				

Outcome(s) of equality impact assessment:

<input checked="" type="checkbox"/> No major change needed	<input type="checkbox"/> Adjust the policy/proposal
<input type="checkbox"/> Adverse impact but continue	<input type="checkbox"/> Stop and remove the policy/proposal

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

Section 3 – Approval and publishing

<p>The assessment must be approved by the manager responsible for the service /proposal.</p> <p>Approving Director details (name, role, contact details):</p> <p>Approving Director Signature:</p>	<p>Date sent for advice: 26.11.24</p> <p>Nicki Jenkins, Interim Corporate Director for Growth & City Development</p> 
<p>Author Signature:</p>	

Equality Team Signature: <i>Rosey Donovan</i>	Date of final approval: 28/11/2024
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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.