

Buckinghamshire County Council
Equalities Impact Assessment Proforma

Title of strategy / policy / service being assessed:	Local Transport Plan 4
Contact Name and Telephone Number:	Sarah Gibson 01296 387540
Date assessment completed:	9 th February 2016
Signature and name of Head of Service signing off this impact assessment and equalities improvement plan.	Name: Joan Hancox
	Signature: <i>Joan Hancox</i>
	Service: Transport Strategy – Growth and Strategy – TEE
<p>PURPOSE:</p> <p>To develop an equalities improvement plan based on an assessment of whether the strategy/policy or service is or could have a differential impact on particular groups of people due to their:</p> <ul style="list-style-type: none"> • Ethnic origin (including gypsies & Roma travellers) • Gender (including transgender) • Impairment (physical, sensory, learning disability, mental health or long term limiting illness) • Age • Religion/belief • Sexual orientation (defined as people from the lesbian, gay or bisexual communities) • Or as a result of living in a rural community, lower socio economic group or being a new group to this country (migrant worker, refugee or asylum seeker) • Caring responsibilities 	<ol style="list-style-type: none"> 1) To assess whether the differential impact constitutes illegal discrimination (see separate EIA guidance notes) and identify the actions to remedy this. If the discrimination is justifiable, to consider whether action is necessary to mitigate its effects. 2) To record any unmet needs/requirements identified as result of carrying out this assessment, even where these are not directly relevant to the assessment (see guidance notes for explanation). 3) To put in place arrangements to monitor, analyse and report the ongoing effect across the groups identified. 4) To consider if and how different groups of people could be involved in monitoring the outcomes and/or contributing to further development of the strategy/plan/function/objective/target. 5) To ensure that all equalities actions arising from the above processes are mainstreamed into the relevant service/business plan.
<p>More detailed guidance has been produced to accompany this proforma see intranet under A to Z>Community Cohesion and Equalities together with details about free training sessions.</p>	

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Section A. To Assess or Not to Assess				
To determine whether an EIA is required, please read the questions below and indicate your answer by putting an X in the box to the right of the "Yes" or "No" at the end of each question.				
Does the service affect the public or staff directly?	Yes	X	No	
Does it affect how other services are provided?	Yes	X	No	
Is there information e.g. survey data or complaints that suggests that it is affecting particular groups of people?	Yes	X	No	
Does it have employment implications?	Yes		No	X
<p>If you have answered "Yes" to one or more of the questions listed above, you will need to continue with a full equalities impact assessment (EIA).</p> <p>However, if you have carried out an assessment of this strategy/policy or service in the past two years, for example, as part of the transformation programme, or there has been an external audit of the service, which has resulted in explicitly stated equalities outcomes, you will not need to continue with an in depth EIA. You will, instead, need to consider any gaps in relation to the groups identified under "Purpose" and agree actions/targets.</p> <p>If you have answered "No" to all of the above the statements, you will not need to continue with a full EIA because it is not relevant to the strategy/policy or service.</p> <p>Please send this document to your Service equalities representative (see "Equalities" on the intranet for a current list) and copy it also to Angie Sarchet, Cohesion & Equalities Manager, Room 2, 5-7 Walton Street or via email to asarchet@buckscc.gov.uk. Ensure you do this prior to final sign off by the Head of Service to enable the challenge process to be applied effectively.</p>				

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Section B. Reviewing the design	
Questions to consider	The Findings
<p>1. Why is the strategy/policy or service necessary? What are the key aims and objectives? What outcomes is it designed to achieve and for whom?</p>	<p>The project is to produce the Buckinghamshire Local Transport Plan 4.</p> <p>The Council is responsible for producing and maintaining a Local Transport Plan (LTP). This is a statutory responsibility under the Local Transport Act 2008. The Plan sets out the Council's overarching strategy for transport across the County. The current plan – LTP3 - expires in April 2016 so the Council are in the process of producing LTP4.</p> <p>Transport is a big part of all of our lives. It affects us all: in good ways and bad ways. As Buckinghamshire's economy and population grow, good transport systems will become even more important. The county's population is projected to increase by 12% to 566,000 between 2011 and 2026. The greatest increase will be the proportion of people aged 65 and above, which is expected to increase from 17% to 22%. To accommodate population growth, there are emerging plans to build around 50,000 more houses across Buckinghamshire. Although the county is relatively affluent and has low levels of unemployment compared to the national average, deprivation does exist across Buckinghamshire, with 3.6% of residents living in the 30% most deprived areas in the country. These are just some of the issues impacting Buckinghamshire as the county grows.</p> <p>The Local Transport Plan addresses these issues, setting out how transport can play its part in realising the Council's vision to make Buckinghamshire a great place to live and work:</p> <p style="text-align: center;"><i>"LTP4 aims make Buckinghamshire a great place to live and work, maintaining and enhancing its special environment, helping its people and businesses thrive and grow to give us one of the strongest and most productive economies in the country."</i></p>

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The objectives of LTP4 are:

- **Objective 1 – Connected Buckinghamshire** - Provide a well-connected, efficient and reliable transport network which links to key national and international destinations helping Buckinghamshire's residents and economy to flourish while capitalising on external investment opportunities.
- **Objective 2: Growing Buckinghamshire** - To secure good road, public transport, cycle and walking infrastructure and service provision, working in partnership with local businesses, the community and district councils through a range of initiatives and taking advantage of new and emerging technologies to meet the (current and future) needs of our residents as Buckinghamshire grows.
- **Objective 3: Healthy, Safe and Sustainable Buckinghamshire** - Allow residents to improve their quality of life and health, by promoting sustainable travel choices and access to opportunities that improve health. Ensure transport systems are accessible by all, safe and allow people to make the most of Buckinghamshire whilst protecting its special environments.
- **Objective 4: Empowered Buckinghamshire** - Allow everybody to access the educational, work and social opportunities they need to grow. Increase opportunities for residents to support themselves and their communities by enabling local transport solutions.

The Plan covers all types of transport and looks ahead to 2036, in line with the different timescales Buckinghamshire's local planning authorities are planning for growth on.

LTP4 is the Council's highest level transport policy. It will be supported by

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	<p>more detailed documents, which will provide further policy, guidance and area based strategies and proposals. Some of these will be produced by the Council and some by our partners. Some have already been produced and some are yet to be developed. It is important to emphasise that it is not possible to tell at the strategic level of the LTP4 all specific impacts or determine specific outcomes and how they will affect specific groups. This assessment suggests potential impacts where possible.</p>
<p>2. Consider your answers at question 1. How have the needs of different groups of people, where relevant/appropriate, been taken into account? What does needs assessment data tell you about who should be benefitting from the strategy/policy or using the service? What else do you know about people's needs or views? What information do you have from consultations/focus groups, national or local published research reports, satisfaction surveys, service monitoring data, benchmarking with other providers, demographic data or other information that has been used to formulate the design and delivery of the strategy/policy/ or service. Also refer to the council's "Research" information on the website.</p> <p>If you identify a gap in information, for example, about the needs of a particular group of people, include this as an action point in the equalities improvement plan.</p>	<p>As suggested by the information on LTP4 above, the Plan has the potential to impact the whole population of Buckinghamshire, as well as other visitors to the county. As such, meeting the needs of different groups of people has been important in ensuring the success of the Plan.</p> <p>Consultation</p> <p>The council has carried out 2 public consultations on the LTP4 to provide opportunities for services users to comment if they wish. The main 8 week consultation was in the form of an online survey. However, copies of the draft LTP4 were also made available in libraries and at County Hall to allow users who cannot (or prefer not to) use the internet to engage.</p> <p>The survey received 601 responses. Unfortunately over half of these skipped the demographic section of the survey but of those that answered (295) 9% of respondents responded that they considered themselves to have a disability. In response to the ethnicity question, 2% of respondents responded that they were Asian or British Asian; 2% Mixed; 11% prefer not to say; and 85% White. Unfortunately we received no responses from the Black, British Black or Chinese ethnic groups. Some of these figures fit well with the demographic of Buckinghamshire. However there was an</p>

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under representation from Asian or British Asian (8% of county population) and Black or Black British (2% of county population).¹ So, while the consultation response was representative in some areas therefore adding validity, it is still difficult to identify specific needs at this strategic level. It will be more appropriate to consider the needs of different ethnic groups at the scheme level.

Both consultations invited comment from groups including:

- Bucks Disability Service
- Wycombe and District Disabled Friendship Club
- Shaw Trust - support for disable and disadvantaged individuals
- Age UK Bucks
- BCC Health and Wellbeing
- Older People's Champions' Forum
- Older Peoples Partnership Board
- Wheel Power
- Winslow and District Community Bus
- Risborough Community Bus
- Chilterns Dial a Ride
- Bucks Hospital NHS Trust
- Traffic and Transport Appraisal Group Chalfont St Peter [as part of its work reaches out to those without internet access]
- 13 housing trusts

The groups which we know we have heard back from are Talkback, Autism Bucks and the Traffic & Transport Appraisal Group CSP. In the online consultation respondents had the option to respond anonymously, therefore it is possible that users other groups have responded. A total of 601 responses were received via the online survey and a further 23 via letter/email.

¹ 2011 Census (<http://www.buckscc.gov.uk/community/research/2011-census-profiles/>)

BCC received a very insightful response from Talkback, which works with people with a learning disability. Their response reflected that transport is a key factor to overcoming some of the issues of loneliness and isolation; and highlighted a range of issues including:

- *"...only one space for a buggy or wheelchair/walker in the front... feelings of guilt when a mum had to give up wheelchair space for me"*
- *"Some drivers are hard to understand and they don't listen to me"*
- *"Do the drivers have disability awareness training and communication training?"*
- *"I would like to do travel training, I would like to go on the bus but I can't and don't know where to go".*
- *"Only Carousel let you use your bus pass at 9am. Affects students arriving on time"*
- *"Why can't Bus Pass be used to travel to MK"*
- *"Could temporary passes be applied for so people can extend their travel options"*

We have proposed changes to the LTP4 to refer to the kinds of issues Talkback identified. This includes changes to the objectives of the Plan and some of the most relevant policies.

Due to the very high level nature of LTP4, some of Talkback's responses are too detailed to include in LTP4 itself. This more detailed information will be used to help us produce the more detailed documents that will be developed to support LTP4. The full Talkback response, and other relevant responses including that from Autism Bucks, will be shared with the team undertaking the Public Transport Review, to help ensure the review considers the important issues they raise. Also, when developing supporting strategies we will build on this work and also consider other issues impacting vulnerable groups such as hate crimes and 'mate crimes' (grooming vulnerable people).

The transport needs of different groups

Building on the above, examples of how specific groups could be impacted by LTP4 are set out below.

- Policy 15 “Intelligent mobility and new technology” includes the oneTRANSPORT project which aims to improve the experience of traveling by providing better transport information. **Rural transport, transport for elderly people and transport for disabled people** are three areas for which sustainable transport may provide more efficient and effective transport than is offered by some tendered, off-peak subsidised bus services. Further, providing wider transport connections for these user groups will open up wider opportunities for employment, social life and networking. These areas will also be covered by the review of supported transport which the Council is planning to undertake for which a detailed EqIA will be needed.
- Users with **physical impairment or visual impairment** could benefit from the successful maintenance of footways and other paved surfaces to minimise hazards. Policy 8 highlights the importance of asset maintenance. The Highways Infrastructure Asset Management Policy sets out how we prioritise maintenance work and in doing this it looks to balance the needs of different users including those with different disabilities.
- Users with **physical impairment or visual impairment** could benefit from a good parking policy which removes obstructive parking and encourages parking enforcement thereby removing impediments. Policy 19 addresses the importance of appropriate parking for all users. Further, as a supporting document to LTP4, County-wide Parking Guidance has been produced. An equality impact assessment was carried out on this guidance. The assessment summarised how the guidance addressed issues of

potential discrimination or disadvantage including:

- Setting out the right number and type of spaces to meet the needs of those with mobility impairment
- Using a zoning system to provide the right amount of different parking for different areas including rural areas
- Inclusion of cycle parking standards for groups more reliant on cycling to access jobs and services

- The **elderly** and users with **physical, learning or mental impairment** may rely more heavily on public transport, particularly if they do not have access to a private car. It is important that access to services (such as health centres, supermarkets, education centres, places of employment) is maintained for these groups to reduce the chance of isolation. Supporting strategies and the Public Transport Review will consider specific routes (i.e. to hospitals) in more detail where relevant.

As well as reliance on public transport, connectivity could be improved by increasing walking and cycling options in rural and urban settings. This is covered by policies 12 & 13. These options are also sustainable and have health benefits.

- Those living in **rural communities** are likely to have different transport needs. For example a lack of rural transport services can limit opportunities to access employment and services such as hospitals and shopping centres. They are also more likely to suffer from transport consequences of poor weather conditions. These issues could especially impact the **elderly, those without access to a car, young, disabled and economically disadvantaged**. Policy 15 includes the one TRANSPORT policy which, as discussed above, has the consideration of rural transport, transport for the elderly and transport for the disabled at its core. It recognises the importance of easy to use and reliable transport information. Policy

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7 – Reliable Road Travel – states that BCC will work with partners to find ways to improve the reliability and connectivity of Buckinghamshire roads.

- The needs of **school children, young people accessing Further Education and parents** have been considered by having a specific 'Access to Education' policy. Further, as a supporting document to LTP4, the Sustainable Modes of Travel Strategy for Schools is being updated. Both these documents recognise the correlation between the use of cars on the school run and childhood obesity; and therefore promote walking and cycling to school. The Sustainable Modes of Travel Strategy also sets out how BCC will work with schools to undertake new initiatives to promote safe and sustainable travel, and reduce congestion around schools.
- Fear of crime can be an issue particularly for **women and transgender people**. The Tackling Crime policy should have a positive impact on all of the above user groups by helping to reduce the fear or crime and discrimination while using public transport, walking, cycling and enjoying Buckinghamshire's town centres. The policy sets out the importance of working with partners on specific fear of crime measures as well as improving passenger information and increasing the reliability of services – all of which contribute to making people feel safer on public transport.
- An improved cycling network – as strived for under Policy 13 - could have a positive effect on population and communities by increasing equality and facilitating accessibility for some people who may **not have private motorised transport means**. There can be, however, barriers to the uptake of cycling for some sectors of the population. As well as in Policy 13, these issues are also addressed in Policy 17 which sets out our commitments to roads safety for vulnerable road users and in Policy 18 (Tacking crime).

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	<p>National research and evidence was used to influence the Plan to help us consider how our transport policies could affect different groups. Local trends and issues have also been considered and reflected in the Plan. For example, to reflect the high level of growth expected in Buckinghamshire, as well as having a Big Picture Policy on development management in LTP4, we are also producing a supporting policy (The Development Management Policy) to ensure developers meet Buckinghamshire's needs. Similarly, to reflect the increasing pressure on public funds, we have included a policy on managing demand for transport services to explore if services could be delivered in a more efficient way by communities. Improving and sustaining accessibility around the county will help all user groups.</p>
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Questions to consider	The Findings
<p>3. Are other organisations responsible for delivering the strategy/policy or service? If yes, how have you incorporated the council's cohesion and equalities priorities into the procurement process or contractual arrangements? How is compliance monitored? What steps have you taken to reduce the council's legal liability where services are being delivered on our behalf? If not relevant, go on to question 4.</p>	<p>LTP4 is a high level policy document which will have a number of more specific strategies which sit beneath it. Whilst the County Council will develop a number of these strategies, there will also be a large number of different parties involved in the delivery of the specific strategies. Individual strategies will be assessed when the time comes on a strategy by strategy basis. In this sense, LTP4 will ultimately be delivered by a range of people, from developers working with us (whose approach we will shape) to districts councils (who also have their own equality compliance processes). In most cases there will not be a contractual relationship with the delivery partners and thus compliance through a contractual relationship is not an option.</p>
<p>Section C. Reviewing the implementation/delivery</p>	

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<p>4. Does the strategy/policy need to be communicated to the public/our employees or does accessing the service depend on information being communicated to the public? If yes, how will this be achieved? Consider the information we already have about how our residents prefer us to communicate with them and consider the ways that different groups of people generally find out information. How do you or how will you ensure that communication is appropriate to meet the different communication needs of different groups of people? If not relevant, go to question 5.</p>	<p>The policies in LTP4 need to be implemented by BCC in partnership with Central Government, the district councils, the communities in our county and the businesses in our county. While in general individuals will not need to access the Plan unless they wish to research a specific issue; the Plan has been written in plain English in order for it to be accessible to all. The Plan will be available on the county council's website. The production of the Plan has been communicated with a wide audience through social media, local press, libraries, consultation events and email.</p> <p>A consultation report has been produced to respond to consultation responses. This document will be made available online.</p>
<p>5. Is delivery of the strategy/policy or service dependent upon particular buildings, open space or mode of transport being used by the public? If yes, what facilities and transport access arrangements have been put in place to ensure that the needs of different groups of people have been addressed? See the EIA guidance notes for suggested issues that you need to think about. If not relevant, go to question 6.</p>	<p>No.</p>
<p style="text-align: center;">Questions to consider</p>	<p style="text-align: center;">The Findings</p>
<p>6. Review any processes people need to go through to be able to use the service or to benefit from the strategy/policy. For example criteria that are applied to determine eligibility for receiving the service and the completion of forms. Do these processes/criteria effectively prevent groups of people of people from using the service or benefiting from the strategy/policy?</p>	<p>Not applicable.</p>

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<p>(Ideally you should be aiming to only keep those processes and criteria that are essential to implementation/delivery, for example, because they are a legal requirement.)</p>	
<p>7. What particular skills and knowledge will relevant staff need to ensure that the strategy/policy is properly implemented or that the service is delivered appropriately to meet people's individual needs?</p>	<p>Transport Strategy staff at BCC will need to have good communication skills to address the queries/needs of specific user groups and ensure there is no discrimination or disadvantage. It may also be useful for some staff to have a good understanding of how different groups of people experience discrimination in transport. Similarly, good partnership working with the user groups to ensure any specific needs are reflected in the implementation of the Plan / the specific strategies.</p> <p>More specific skills (i.e. driver training about the needs of specific groups) will be considered by the assessments associated with the specific strategies such as the growth area strategies and Development Management Policy; and those undertaking the Public Transport Review.</p>
<p>Section D. Assessing for differential impact and discrimination</p>	
<p>Consider the answers given in questions 1 through to 7 and assess whether the strategy/policy or service results, or could result, in differential impacts on particular groups of people. Essentially you are looking to identify and deal with any actual or potential unfairness, disadvantage or discrimination. (See the guidance notes for a more detailed explanation.)</p> <p>If you consider that there is a differential impact, or the potential for a differential impact, you will need to assess whether this constitutes discrimination (i.e. detrimental to a group or particular groups of people) and whether the impact is justifiable as a proportionate means of achieving a legitimate business aim. You</p>	<p>It is not anticipated that there will be any discrimination or disadvantage as a direct result of LTP4. There is a risk that future strategies or supporting documents could have a negative impact on user groups however it is impossible to assess this now. There is a risk that national trends or financial restrictions may have a discriminating effect which this strategy does not address. Any specific schemes will have their own assessments to ensure these impacts are full considered. Further, findings from the LTP4 consultation will be fed into this work.</p>

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are required to give your reasons for this.

If you have identified a differential impact that constitutes illegal discrimination, you are required to take action to remedy this immediately.

If you have identified a differential impact that is justifiable or legitimate, you may need to consider what actions are necessary to mitigate its affect on particular groups of people. This arises out of the duty to promote good relations between people of different groups and is in keeping with the Council's approach to "Strong & Cohesive Communities in Bucks".

Ensure that these actions are listed in the attached equalities improvement plan.

If you do not have the authority to take the action required, you will need to alert the relevant service manager to your findings.

Section E. Ensuring continuous improvement

Questions to consider

9. What measures will you be using to monitor the impact of the strategy/policy or service over the next three years?

The council is committed to mainstreaming equalities, ensuring that it is integrated into our performance management frameworks and subject to continuous improvement through performance monitoring. We also have legal duties to ensure we are not discriminating against groups of people in the provision of goods, services and facilities or in our role as an employer.

You should only expect to carry out an equalities impact assessment every three years (unless you are introducing a significant change in the interim). You will, therefore, need to have information systems in place that will enable you to analyse and interpret information to:

The Findings

Given the long time span of the Plan, it will be important to ensure that the policies remain appropriate as needs change and the funding context shifts. To do this we will:

- Review the Plan in line with the development the Public Transport Review. Use any evidence from the Review which indicates there is a differential impact on certain groups to update the Plan and/or inform the supporting strategies where necessary.
- Consider feedback from users that identify issues with the Plan and update the Plan where necessary. Seek out feedback from teams involved in the implementation of the Plan's policies. Monitor feedback from groups such as the Local Area Forums.

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<ul style="list-style-type: none"> • Show the numbers of particular groups using the services and what outcomes they experience • Show under-use of a service by an equalities group • Show over-use by an equalities group • Reveal discrimination • Demonstrate that services are not discriminatory • Measure the effectiveness of service changes • Identify the need for new or changed services <p>Please refer to the council's monitoring guidance (see intranet) to decide what type of monitoring is appropriate and what information you will need to gather.</p> <p>Also consider whether you need have some targeted actions with particular groups of people to address the issues identified above. Please ensure that these are listed in the attached equalities improvement plan.</p>	<ul style="list-style-type: none"> • Involve the aforementioned organisations and other groups in any consultations on the further strategies in order to consider specific needs which may have been too detailed for reflection LTP4. In such consultations, include reflection on LTP4 as well as looking forward to supporting strategies and plans. • Work with key delivery partners such as rail operators and bus operators to monitor service use by equalities groups. If any discrimination is identified, consider whether any policies need to be updated in LTP4 in order to support the addressing of the issue • Update the Plan at relevant points to ensure it remains fit for purpose
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Section F. Opportunities for community cohesion or promoting good relations between different groups of people

Community cohesion and equalities are priorities for Buckinghamshire County Council.

Community cohesion is the outcome of understanding and respect between different communities and a sense of identification with a wider community. In essence it's about promoting a sense of connection, trust and belonging both within geographical communities and across groups of people. It is at risk where illegal discrimination exists, or is perceived to exist, when stereotypes and disinformation go unchallenged and where lack of knowledge about, or experience of, different groups of people leads to fearfulness and segregation.

Equalities in Buckinghamshire are at risk when we fail in our duty to provide an appropriate and professional service that takes account of the different needs of groups of people as a consequence of their colour, culture and ethnic origin, gender, disability, age, religion/belief or sexual orientation or as a result of living in a rural community, lower socio economic group or being a new group to this country and/or county (migrant worker, refugee or asylum seeker).

Questions to consider	The Findings
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10. **Consider what opportunities and risks to the Council's community cohesion and equalities priorities could arise, for example:**

- (a) Are there ways in which your service could bring different groups of people together, for example to develop future provision through consultation exercises?
- (b) Are there ways in which existing groups could interact with the service, for example, as part of ongoing monitoring of service provision?
- (c) Could the way you provide the service bring different groups of people together to use the service?
- (d) Does the way in which your service is provided have the potential to lead to resentment between different groups of people? How can you compensate for perceptions of preferential or differential treatment? Consider the role, or potential role, of the media and extremist groups when formulating your communication actions.
- (e) If the improvement plan identifies addressing a gap in the service for a particular group of people, have you also addressed the potential for perceptions of preferential treatment for the group? How will you ensure that people will understand the need for the actions proposed as a result of this impact assessment?

Ensure that the actions you identify are put into the attached equalities improvement plan.

Attractive, reliable, accessible and affordable transport links support community cohesion and reduce sectors of the community being isolated.

We have made sure that the Plan material is written in a way to meet the needs of impairment groups, elderly people and those which are challenged due to geographical location (i.e. rurality). This will ensure that there is equality in how different groups can access transport services and information; and thereby reducing isolation within and between groups. By ensuring that transport is accessible to all, tensions should be reduced and thus providing opportunities for improved community cohesion.

Rural and public transport services are important and the impact of any reduction in service due to funding changes could adversely affect community cohesion. It is therefore important to ensure that changes to rural public transport services are well communicated in good time.

Different groups of people could be brought together by a number of the specific policies including walking, encouraging cycling and car clubs/car sharing thereby improving community cohesion.

EQUALITIES IMPROVEMENT PLAN

Please list all the equalities actions and targets that result from the Equalities Impact Assessment (continue on separate sheets as necessary). These also need to be integrated into the relevant service plan for mainstreaming and performance management purposes.

Equalities Targets/Actions	Officer responsible	By when
Pass comments received during the LTP consultation from specific user groups to other officer teams	Transport Strategy (Joan Hancox)	Leading up to Adoption
Maintain links with contacts made during the LTP4 consultation. Build relationships with different user groups and ensure they are included in future work.	Transport Strategy (Joan Hancox)	After adoption
Review LTP4 in line with the development of other strategies and policies.	Transport Strategy (Joan Hancox)	When relevant
Keep the policies up to date in line with other relevant work streams such as the Public Transport Review	Transport Strategy (Joan Hancox)	When relevant
Once adopted, continue to consider feedback from users groups that identify issues with the Plan	Transport Strategy (Joan Hancox)	Ongoing after adoption
Update the Plan at relevant points to ensure it remains fit for purpose	Transport Strategy (Joan Hancox)	When relevant
Ensure demographic questionnaire including gender included in future consultations	Transport Strategy (Joan Hancox)	As and when

Once the challenge process has been completed, please return the agreed Equalities Impact Assessment Form (signed by your Head of Service) and equalities improvement plan, to Angie Sarchet, Cohesion & Equalities Manager, Room 2, 5-7 Walton Street or via email to asarchet@buckscc.gov.uk and also copy to your service equalities representative (see "Equalities" on the intranet for an up to date list of service representatives).

