



MAINSTREAMING THE EQUALITY DUTY

HITRANS
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INTRODUCTION

Transport is an area where inequalities in access and provision for different sectors of society can have significant effects. Transport is the glue that binds so many different activities for us all and if equal access to transport is not available then it can lead to a range of other manifestations of inequality. Some relevant issues are recorded below with particular relevance to the transport sector.

According to the National Travel Survey, in 2011, females made 5% more trips than males (981 per year compared to 935), this difference is highest in the 30-39 age group where females make 22% more trips than males. However, males travelled 24% further than females, averaging 7,573 miles a year compared with 6,105 miles respectively.

Since 1995/97 the average number of car driver trips by men has fallen by 18% and average distance travelled fell by 16%. This compares to an 11% increase in car driver trips and a 23% increase in distance travelled by women. However, men still drive nearly twice as many miles per year than women (4,480 miles compared to 2,433).

Travelling by car forms a large proportion all individuals' personal travel, in 2011 it ranges from 47% for those aged 17-20 years to 72% for 50-59 year olds, and these account for 61% and 85% of the distance travelled respectively. Males make more car driver trips overall than females (435 per year compared to 361); however this is not the case in all age groups. Females aged between 17 and 49, made more car driver trips than males, while males aged 50 and over made significantly more car driver trips than females

Cycling is most prevalent among men than women (23 trips person per year compared to 8 trips). However, cycling only makes up 2% and 1% respectively of their total trips. Women make more bus trips on average than men (74 trips per person per year compared to 54 trips).

The proportion of trips made by bus was highest among those aged 17-20, accounting for 15% of all trips in this age group. Bus use was higher for those aged 60+ than in middle age groups, particularly among females, reflecting the availability of concessionary travel for older passengers and differences in driving licence holding across age groups. Women of all ages used buses more than rail, but men aged 30-39 used rail more than buses, reflecting the more widespread use of rail among commuters.

In 2011, 49% of trips to and from school by primary school children (aged 5-10) were made on foot. The proportion of trips by car for these children was 43%. Among secondary school children (aged 11-16) in 2011, 38% of school trips were on foot and 22% were by car. For secondary school children, the proportion of trips by bus (including school bus/coaches) was 33% in 2011 and 3% were by bicycle.

Car travel accounts for the greatest proportion of trips and distance travelled in every income quintile group. Households in the highest income quintile travel just over 3 times further by car than the lowest income quintile.

Use of public transport is also related to income. From the lowest to highest income quintile, the average number of trips by bus decreases (100 bus trips per person per year in the lowest income quintile compared with 32 bus trips in the highest). However, rail use is highest in the top income quintile with just over 3 times more rail trips and 3 and half more rail miles than the lowest quintile.

According to the Scottish Household Survey in 2011, Forty six per cent of households in the 15% most deprived areas of Scotland as defined using the Scottish Index of Multiple Deprivation have at least one car available to them compared with around three-quarters (74%) in the rest of Scotland.

Just over two-thirds (67%) of adults hold a full driving licence with a higher proportion of males (76%) holding a licence as compared to females (60%). The percentage with a full licence peaks for females within the 35 and 44 age group (76%) and for males between the ages of 45 and 59 (86%). There are significant differences between driving licence possession amongst most age groups for males and females, however these are most pronounced in those aged 60 and over. Around 29% of females aged over 75 have a licence compared with 67% of males

People with a disability or long-term illness are less likely to hold a full driving licence compared to people who report no disability/ long-term illness.

Adults from minority ethnic groups are markedly less likely to hold a driving licence) than white ethnic groups.

Adults with a disability or long-term illness are more likely to use a local bus service than those with no disability or long-term illness.

Women make more use of local bus services than men.

Pensioners are more likely to use local bus services than other adults.

EQUALITIES DUTIES

The Equality and Human Rights Commission have now produced guidance on how public authorities can meet the requirements of the Equalities Act 2010 and the Equalities Act 2010 (Specific Duties) (Scotland) Regulations 2012 .

The Equality Act 2010 defines “general equality duties” which are as follows;

- Eliminate unlawful discrimination, harassment and victimisation and other prohibitive conduct
- Advance equality and opportunity between people who share a relevant protected characteristic and those who do not
- Foster good relations between people who share protected characteristic and those who do not.

The Act also sets out that;

- Meeting different needs includes (among other things) taking steps to take account of disabled peoples disabilities
- Fostering good relations means tackling prejudice and promoting understanding between people of different groups
- Meeting the general equality duty may involve treating some people more favourably than others.

SPECIFIC DUTIES

The specific duties are the steps required to deliver the general duties as outlined above. The general actions required are;

- A mainstream report (which includes employee information) to be published no later than 30th April 2017

- This report is to include the following;
 - Show how equality becomes part of the structures, behaviours and culture of an authority
 - Demonstrate how, in carrying out its functions, it is promoting equality
 - Mainstreaming equality contributes to continuous improvement and better performance.
- Equality outcomes report, prepared using involvement and evidence to be published no later than 30 April 2017.
 - This report is to;
 - Define a set of equality outcomes which it considers will enable the authority to better perform the general equity duty.

MEETING OUR DUTIES

Identifying the functions and policies relevant to equality.

HITRANS is the Highlands and Islands Transport Partnership HITRANS is the statutory Regional Transport Partnership covering most of the Highlands and Islands (Highland Council; Moray Council; Orkney Islands Council; Comhairle nan Eilean Siar and parts of Argyll and Bute). HITRANS was brought into being under the terms of the Transport (Scotland) Act 2005 in December of that year.

HITRANS is currently a Model 1 partnership having the statutory duty to develop a Regional Transport Strategy for its area. At present, although HITRANS has other powers this remains its only duty under the 2005 Act and HITRANS has not moved towards seeking additional powers to allow it to move to a service delivery role. Consequently HITRANS remains a very small organisation with a total of only five staff.

The current establishment comprises:-

- Director
- Partnership Manager
- Partnership Manager
- Office Manager
- Active Travel Officer
- Public Transport Information Officer
- EU Project Officer
- Graduate Business Support Officer (6 month Internship)

HITRANS is assisted in carrying out its functions by the provision of Human Resources and legal services by Comhairle nan Eilean Siar and Finance Services by The Highland Council. These services were agreed by resolution of the HITRANS Board and in effect form service agreements with the Councils concerned.

Since December 2005, HITRANS has concentrated on its primary duty to provide and implement a Regional Transport Strategy (RTS).

At present, HITRANS is responsible for funding projects through its revenue budget and through bidding for funds from the Scottish Government, European Union and organisations such as Sustrans. In 2016/17 the Revenue Budget was £0.722m. In addition to this budget external funding amounting to £360,000 was secured from the following funding sources:

EU Funding - £260,000

Sustrans Active Travel Partnership - £100,000

A funding award of £3.65Million was made to HITRANS in December 2016 through the Scottish Stations Fund. This will be drawn down in future years should Inverness Airport (Dalcross) Station progress to delivery.

HITRANS Regional Transport Strategy (RTS)

The RTS contains a range of objectives, policies and proposals that are designed to promote equality of access to transport for all sectors of the community from the disabled and the socially excluded, as a result of multiple social deprivation, to those who do not use public transport for fear of personal security e.g. women. It also seeks to provide equality of opportunity to access transport no matter where one lives.

The overall objectives of the Strategy are

- Economy,
- Accessibility,
- Environment and
- Safety and Health

with the objective for Accessibility being particularly relevant to equality issues.

As required by Scottish Government, the Delivery Plan associated with our RTS is being reviewed to bring it in line with the current capabilities of HITRANS and this review will be published later this year.

Equal Opportunities

A core policy of the RTS (Policy 25) is to: *“Encourage equal opportunities and, in particular, the observance of the equal opportunities requirements.”*

The RTS is available on our website www.HITRANS.gov.uk

Employment Duty

Advice on human resource issues is provided to us by Comhairle nan Eilean Siar who have developed their own comprehensive Equality Scheme. Therefore any advice supplied is compliant with our equalities requirements.

As a result we have made significant progress on a number of fronts and have developed, approved, published and applied policies and procedures on:-

- Capability
- Data Protection
- Disciplinary Procedures
- Equal Opportunities Statement and Policy
- Family Leave
- Flexible Working
- Grievance
- Sickness and Absence Procedure
- Violence and Aggression Policy
- Training

- Terms and conditions of Employment
- Stress Prevention Policy
- Smoke Free Policy
- Severance
- Retirement
- Relocation
- Recruitment
- Public Interest Disclosure
- Public interest (Whistle Blowing)
- Mobile and Landline Communications Policy
- Policy on Media Contact
- Performance Appraisal
- Information Management Policy
- Home Working
- Fraud and Corruption Policy
- Fire action plan
- Emergency Action
- Drug and Alcohol
- Diversity and Equality
- Anti Bribery
- Adverse Weather Guidance
- Accidents and Incidents at work
- Health and Safety
- Grievance Policy and Procedures
- Recruitment
- Risk Management Policy
- Code of Conduct

In applying equal opportunities in our recruitment procedures, we carry out monitoring of the candidates and have provided a web based application documentation that allows applications electronically and allows large print access. This allows us to identify any bias in the selection process and allows those with disabilities to apply more easily.

The building that we currently use for our offices is not accessible so HITRANS have an agreement in place with Highland Council that we can hold meetings in the Council Headquarters, which is located very close to the HITRANS office, should level access be required for anyone meeting HITRANS officers. The secondary office in Lairg has level access.

Assessing and consulting on the impact of our policies;

Assessment

The Regional Transport Strategy was developed and assessed in line with STAG (Scottish transport Assessment Guidance) principles with Summary Assessment Table presented in Appendix D of the strategy.

The STAG process examines the strategy in terms of Economy, Accessibility, Environment, and Safety and Health indicating the overall impact of the strategy in these areas. The

process identified that improving public transport accessibility by improving the availability, facilities, and affordability of public transport as key issues.

Consultation

A comprehensive consultation was carried out as part of the development of our RTS as described in our Report of Consultation and is published on our web site.

Stakeholder consultation was carried out at three key stages of the development

Problem and issue identification – to ensure that all the relevant issues were identified.
Objective setting and prioritisation – to ensure that there was agreement on priority of issues
Draft Strategy – a wide spread consultation on the draft strategy with a comprehensive analysis of comments and how they were taken on board within the final strategy.

Throughout the process numerous organisations representing the interests outlined below were sought.

Health	Safety	Mobility	Commerce	Employment
Cycling	Emergency Services	Education	Bus	Heritage
Walking	Economic Dev.	Environment	Rail	Freight
Tourism	Road	Leisure	Education	
Young People	Air	Shopping	Elderly	

Monitoring policies for any adverse impact on equalities;

Built into the RTS is a monitoring plan associated with specific targets. A monitoring report is reported to our Board on an annual basis within our Annual Report.

Most of the monitoring measures relate to accessibility, which in terms of equality is an important issue but there are other issues related to equality that could also be monitored.

As previously mentioned there is a policy that requires an equality audit on all relevant interventions. This requires further definition.

All reports reported to our Board require comment to be made on equalities issues to ensure Board members are aware of any equalities issues.

Employment Duty

We carry out monitoring of the candidates as part of our recruitment process and have provided a web based application documentation that will allow applications electronically and allow large print access.

In general the monitoring processes need to be reviewed to ensure equality issues are fully recognised and possibly examine a cost effective way providing access to information in various languages.

Publish the results of assessments, consultation and monitoring;

The Mainstreaming the Equality Duty Report and Equalities Outcome Report will be published on our web site.

Proposals related to the Equalities Outcome report will be reported through our Annual Report. The Annual Report will include reference to equalities issues and proposals and will allow updating where required.

Our annual report is published on our web site. It includes a specific section on equalities.

The implementation of equalities policies is an ongoing process rather than simply the requirement to publish specific reports.

Ensuring employees are aware of their duty to promote equality.

All our policies relating to employment and the strategy are available on our server. They are also subject to reports to the Board which again are available on our web site.

Employee policies are circulated for comment prior to finalisation to allow comments to be made.