



## Sustainable Travel Policy Equality Impact Assessment

### Stage 1: Rapid Equality Impact Assessment Checklist

“Proposal” is used as shorthand for any policy document, practice or project that might be assessed.

Please provide a brief description of the proposal:

The proposal is in regard to a proposed changed/review of the existing Sustainable Travel Policy, due to queries raised by Abertay’s Lead Voices group.

Reason for the Equality Impact Assessment: Proposed changes/review of existing proposal

If selected Other, please provide more information:

Could any protected characteristics be affected by this proposal: Yes

If Yes, which protected characteristic groups could be affected (select all that apply)?

- |   |   |
|---|---|
| <input type="checkbox"/> Age  | <input type="checkbox"/> Race (including ethnicity and nationality)               |
| <input checked="" type="checkbox"/> Disability (including by association) | <input checked="" type="checkbox"/> Religion or belief (including lack of belief) |
| <input type="checkbox"/> Gender Reassignment                              | <input type="checkbox"/> Sex  |
| <input type="checkbox"/> Marriage and Civil Partnership <sup>1</sup>      | <input type="checkbox"/> Sexual orientation                                       |
| <input checked="" type="checkbox"/> Pregnancy or Maternity                |   |

Will the proposal have any impact on:

Discrimination?	No
Equality of opportunity?	No
Relations between groups?	No

If the answer to any of the above is ‘Yes’:

Is the impact only beneficial?	Yes
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<sup>1</sup>Only the duty to eliminate discrimination applies to marriage and civil partnership. There is no need to have regard to advancing equality or opportunity or fostering good relations in this respect

## Stage 2: Comprehensive Equality Impact Assessment (CEIA)

### Summary of the Proposal and Who will be effected?

What are the aims and objectives of the proposal?

To promote Sustainable travel while carrying out university business. This policy promotes travellers to think about the necessity for travel, and how travel practices and behaviour can be improved to lessen impact on the climate and help the institutional aim to reduce CO2 emissions. The objective of the policy is to help people think about sustainability and environmental impact before booking their mode of transport: Do I need to attend in person? Can I attend virtual? If I attend in person, what modes of transport is available to suit my requirements? This policy provides various tools to aid decision making and promotes awareness of the impact of travel on the environment.

How important is the proposal in terms of equality in the University? Does it relate to an area with known inequalities or where equality objectives have been set by the University?

The policy covers all staff, students, and visitors to the University and as such will affect everyone and therefore equality impact should be considered. The policy is not prohibitive and focuses on encouraging awareness of sustainable work and travel practices. It does not relate to a specific area with known inequalities or specific equality outcomes (Equality Mainstreaming Report ([abertay.ac.uk](http://abertay.ac.uk))).

Who is affected by the proposal and how have they been involved in the development of it?

All staff, students, and associates of the University, where the university is financing the travel arrangement. Full consultation has been undertaken

Are any persons affected by the proposal likely to benefit from it and in what way?

This policy will positively impact on the awareness of sustainable practices and travel options available for business travel. This will contribute to improving how the University manages carbon emissions and impact positively on the wider environment for all staff, students, and associates of the University.

Is there any evidence or concern that any of the protected characteristic groups have different experiences, issues or needs in relation to this document? Yes

If Yes, which protected characteristic groups could be affected (select all that apply)?

- |   |   |
|---|---|
| <input type="checkbox"/> Age  | <input type="checkbox"/> Race (including ethnicity and nationality)               |
| <input checked="" type="checkbox"/> Disability (including by association) | <input checked="" type="checkbox"/> Religion or belief (including lack of belief) |
| <input type="checkbox"/> Gender Reassignment                              | <input type="checkbox"/> Sex  |
| <input type="checkbox"/> Marriage and Civil Partnership <sup>2</sup>      | <input type="checkbox"/> Sexual orientation                                       |
| <input checked="" type="checkbox"/> Pregnancy or Maternity                |   |

Please provide further details:

Evidence from our consultation suggests that individuals with limited mobility or health conditions (includes protected characteristics of disability and pregnancy) may not easily be able to access alternative or more sustainable transport options, such as public transport and bike schemes. The initial draft of the policy also included advice on reducing meat consumption to help with lowering the emissions of greenhouse gasses. Our consultation suggested that cuisine and diet can differ greatly based on ethnic and cultural background, as well as religious and other beliefs; and some disabled people may require specific diets for health reasons (e.g. diabetics on ketogenic diet).

Where someone would like to contribute to more sustainable practices, but cannot due to the reasons outlined above they may feel they present a barrier and could foster negative views towards protected groups as they are seen as a barrier to sustainability.

Considering the above impacts, the language in the policy was amended to ensure focus on business travel only, and inclusive transport options were included, such as reference to 'all ability' bike schemes. This also helps to ensure the aims of the policy are met by putting the focus on increasing awareness and consciousness of travel choices and alternate options.

#### How does the proposal fit into the broader strategic aims of the University?

The Policy promotes the 4 guiding priorities that are noted in Abertay's Strategic Plan –

- Providing opportunity to change lives and giving our students and staff the skills, they need to thrive in a world of change.
- Promote fairness and equality of opportunity in everything we do.
- Ensure that our research and the programmes we teach continue to be relevant in a changing world. In doing so, be outward looking, taking account of international developments while continuing to deliver for our local community.
- Change the way we do things to make sure we remain sustainable and that we use our funding to deliver maximum impact.

The policy also aligns with Abertay's institutional Sustainable Development Strategy Abertay University and specifically relates to the point below:

Through training and supporting our staff we ensure sustainability is integrated into everything they do. This includes responsibly managing our operations to minimise social and environmental impacts and maximise benefits.

### Consideration of available data

What do we know from existing data already held by the University?

We know that our current Green House Gas emissions from Travel equals 95% of our Scope 3 emissions

What do we know from existing data which is available externally?

As above our green house gas emissions are high and with the provision of a Sustainable Travel Policy and action plan, this can be reduced.

Are there any apparent gaps in knowledge?

No

### Impact of Proposal

Could this proposal lead to any positive, negative, intended or unintended impact on the University or any of its stakeholders?

Positive impacts on our scope 3 emissions and assist in achieving our Net Zero Target. See question: Is there any evidence or concern that any of the protected characteristic groups have different experiences, issues or needs in relation to this document?

Could there be a differential<sup>2</sup> impact on any protected characteristics? Could any differential impact be adverse?

Potentially, if there is less travel and more virtual meetings, our working time can increase having a positive impact on productivity.

See question: Is there any evidence or concern that any of the protected characteristic groups have different experiences, issues or needs in relation to this document?

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<sup>2</sup> Differential impact = where the positive or negative impact on one particular protected characteristic is likely to be greater than on another.

**Please consider:**

Is this policy directly discriminatory? If yes, is it intended to increase equality? If no, this is unlawful discrimination.

Is this policy indirectly discriminatory? If yes, is this justifiable or proportionate? If no, this is unlawful discrimination.

If this policy is not indirectly discriminatory but could have an adverse impact on any of the protected characteristics, you must provide details of how the University will act to address this.

Is this policy unlawfully discriminatory? If you find that it is, you must decide how the University will act lawfully.

### Consultation

What did this equality analysis conclude?

This policy is not directly or indirectly discriminatory, changes made to the policy have mitigated impact on negative views about protected groups and the policy is unlikely to have a negative impact.

Is any action required to be taken in response to the findings from the consultation?

No further action required

What is the recommendation for this proposal following consultation?

Approve the proposal

If selected Other, please provide more information:

### Declaration

I confirm that this equality analysis represents a fair and reasonable view of the implications of the proposal for all protected characteristic groups, and that appropriate actions have been identified to address the findings.

Signature	Date	Individual
Rhonda McKay	31 March 25	CEIA owner
Andrew Menzies	31 March 2025	Line manager*

\* if appropriate

## Action and Monitoring

The Sustainable Travel Policy will be reviewed Annually inline with the Scope 3 emissions reporting tool, Public Bodies Climate Change Duties Report due for submission November each calendar year. As part of the review, the Sustainable Steering Group along with the Lead Voices group will be consulted.

## Equality Impact Assessment Outcome

What is the recommended outcome for this proposal?

Outcome 1: No change required – the assessment is that the proposal will be robust.

## Related Policy Documents and Supporting Documents

Legislation	Equality Act 2010; Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012
Strategy	Abertay University Strategic Plan and all sub-strategies
Policy	Sustainable Travel Policy; Equality and Diversity Policy; Policy Document Governance Policy
Procedures	Policy Document Governance Procedure; Sustainable Travel Procedure
Guidelines	Equality Impact Assessment Guidance
Local Protocol	N/A
Forms	N/A

## Additional Information

Audience:	Public
Applies to:	All University Members
Classification:	Management
Category:	Equality Impact Assessment
Subcategory:	Finance and Sustainability
Author:	Head of Procurement
Owner:	Director of Finance, Infrastructure and Corporate Services
Sign-Off Date:	31 March 2025
Review Date:	30 June 2028

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