



Environmental Impact Assessment [version 1.0]

Proposal title: Home to School Travel Support Policy Changes		
Project stage and type: <input type="checkbox"/> Initial Idea Mandate <input type="checkbox"/> Outline Business Case <input type="checkbox"/> Full Business Case		
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review	<input checked="" type="checkbox"/> Changing
Directorate: Children & Education	Lead Officer name: Gail Rogers	
Service Area: Home to School Travel	Lead Officer role: Head of Children's Commissioning	

Step 1: What do we want to do?

The purpose of this Environmental Impact Assessment is to help you develop your proposal in a way that is compliant with the council's policies and supports the council's strategic objectives under the [One City Climate Strategy](#), the [One City Ecological Emergency Strategy](#) and the latest [Corporate Strategy](#).

This assessment should be started at the beginning of the project proposal process by someone with a good knowledge of the project, the service area that will deliver it, and sufficient influence over the proposal to make changes as needed.

It is good practice to take a team approach to completing the Environmental Impact Assessment. See further [guidance](#) on completing this document. Please email environmental.performance@bristol.gov.uk early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Please use plain English, avoiding jargon and acronyms.

Bristol City Council has reviewed policies for home to school travel support. We are doing this to make our existing offer clearer for Parents and Carers. As part of the review, we have identified some things we think need to change. We are asking for feedback on these proposals as part of a consultation currently live.

The policies are:

1. Bristol City Council Home to School (5-16) Travel Support Policy

Department for Education (DfE) updated their statutory guidance in June 2023 in relation to 5-16 travel, so we are making sure our policy is still in line with current guidelines.

No changes have been made to eligibility for travel support. We are consulting on some new additions for eligible pupils that we would like feedback on, such as introducing a passenger code of conduct and how we deliver parts of our service in the future. For example, by proposing the introduction of meeting points for travel as part of our Independent Travel Training (ITT) programme that we are in the process of shaping.

2. Bristol City Council Home to School (16-25) Travel Support Policy

Most young people who use Home to School Travel can access their education or training by walking or public transport. Where communities are not well served by public transport, several providers offer arrangements such as the Bursary Fund and concessionary schemes listed on the Local Offer and our travel support policy.

We have included this list of travel support options for pupils in the new policy, so it is clearer to parent/carers what is available. Currently young people aged 16 to 18 who do not have an Education, Health and Care Plan (EHCP) or a disability are responsible for all of their own travel costs and arrangements. We have reviewed travel support options for pupils aged 16 to 18 and propose to remove council-arranged vehicles. This is different from our current policy but still is in line with DfE guidance.

Where pupils have already started their course and travel to school via a council- arranged vehicle, we would continue this arrangement until they finish their course. The changes in the new policy would start for any pupils transitioning into post-16 education as of September 2025. Taking this approach means we can engage with parents and carers over a longer period and facilitate strategies that ensure we're not disadvantaging those who do not have access to transport networks or resources.

This proposal will be taken to Cabinet for decision making based on consultation outcomes in March 2024.

1.2 Will the proposal have an environmental impact?

Could the proposal have either a positive or negative effects for the environment now or in the future? If 'No' explain why you are sure there will be no environmental impact, then skip steps 2-3 and request review by sending this form to environmental.performance@bristol.gov.uk

If 'Yes' complete the rest of this assessment.

Yes No [please select]

The service delivers travel/vehicle support so it is likely any change to policy or ways in which the service is deliver will have an environmental impact.

1.3 If the proposal is part of an options appraisal, has the environmental impact of each option been assessed and included in the recommendation-making process?

If 'Yes' please ensure that the details of the environmental impacts of each option are made clear in the pros and cons section of the [project management options appraisal document](#).

Yes No Not applicable [please select]

If 'No' explain why environmental impacts have not been considered as part of the options appraisal process.

Step 2: What kinds of environmental impacts might the project have?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered. See detailed [guidance documents](#) for advice on identifying potential impacts.

Does the proposal create any benefits for the environment, or have any adverse impacts?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our corporate environmental objectives and the wider [One City Climate and Ecological Emergency strategies](#).

Consider how the proposal creates environmental impacts in the following categories, both now and in the future.

Reasonable efforts should be made to quantify stated benefit or adverse impacts wherever possible.

Where the proposal is likely to have a beneficial impact, consider what actions would enhance those impacts. Where the proposal is likely to have a harmful impact, consider whether actions would mitigate these impacts.

Enhancements or mitigation actions are only required when there is a likely impact identified. Remember that where enhancements or mitigation actions are listed, they should be assigned to staff and appropriately resourced.

GENERAL COMMENTS (highlight any potential issues that might impact all or many categories)

As part of the policy review, we have made sure to refer to the One City Strategy which supports corporate environmental objectives for the city and delivery of the service.

ENV1 Carbon neutral: Emissions of climate changing gases

BCC has committed to achieving net zero emissions for its direct activities by 2025, and to support the city in achieving net zero by 2030.

Will the proposal involve transport, or the use of energy in buildings? Will the proposal involve the purchase of goods or services? If the answer is yes to either of these questions, there will be a carbon impact.

Consider the scale and timeframe of the impact, particularly if the proposal will lead to ongoing emissions beyond the 2025 and 2030 target dates.

[Further guidance](#)

No impact

Benefits	Removal of council arranged vehicles for pupils aged 16 to 18 and introduction of schemes such as pick up points and Independent Travel Training would increase the use of public transport and other more sustainable forms of transport. E.g. walking, bus, group travel. An estimated figure of carbon savings can be calculated by using the last years fuel/ mileage data.
Enhancing actions	Policy changes and alternative ways of delivering the service such as pick up points could result in a reduction in the number of cars used to deliver the service and therefore support goals to reduce carbon emissions. Communications can be rolled out with the personal travel budgets to encourage users to use active/ sustainable transport models such as bus/ train/ e-scooter hire etc.
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years	
Adverse impacts	Removal of council arranged vehicles could mean an increase in Personal Travel Budgets (PTB). In some cases if public transport is not used by the pupil it could mean they arrange their own vehicle which would maintain the number of cars on the road.
Mitigating actions	Communications/ Independent Travel Training will be rolled out with the personal travel budgets and will encourage pupils to use active/ sustainable transport models such as bus/ train etc. We could look to use travel planning services with the young people such as the TravelWest journey planner.
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years	

ENV2 Ecological recovery: Wildlife and habitats

BCC has committed to 30% of its land being managed for nature and to halve its use of pesticides by 2030.

Consider how your proposal can support increased space for nature, reduced use of pesticides, reduce pollution to waterways, and reduce consumption of products that undermine ecosystems around the world.

If your proposal will directly lead to a reduction in habitat within Bristol, then consider

Benefits	Removal of council arranged vehicles for pupils aged 16 to 18 and introduction of schemes such as pick up points and Independent Travel Training would increase the use of public transport and other more sustainable forms of transport. E.g. walking, bus, group travel
Enhancing actions	Policy changes and alternative ways of delivering the service such as pick up points could result in a reduction in the number of cars used to deliver the service and therefore support nature recovery.
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years	
Adverse impacts	

<p>how your proposed mitigation can lead to a biodiversity net gain. Be sure to refer to quantifiable changes wherever possible.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Mitigating actions</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>		
<p>ENV3 A cleaner, low-waste city: Consumption of resources and generation of waste</p> <p>Consider what resources will be used as a result of the proposal, how they can be minimised or swapped for less impactful ones, where they will be sourced from, and what will happen to any waste generated</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	<p>Removal of council arranged vehicles for pupils aged 16 to 18 and introduction of schemes such as pick up points and Independent Travel Training would increase the use of public transport and other more sustainable forms of transport. E.g. walking, bus, group travel</p>
<p>Enhancing actions</p>	<p>Policy changes and alternative ways of delivering the service such as pick up points could result in a reduction in the number of cars used to deliver the service therefore supports creating a cleaner city.</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>		
<p>Adverse impacts</p>		
<p>Mitigating actions</p>		
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>		
<p>ENV4 Climate resilience: Bristol’s resilience to the effects of climate change</p> <p>Bristol’s climate is already changing, and increasingly frequent instances of extreme weather will become more likely over time.</p> <p>Consider how the proposal will perform during periods of extreme weather (particularly heat and flooding).</p> <p>Consider if the proposal will reduce or increase risk to</p>	<p>Benefits</p>	
<p>Enhancing actions</p>		
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>		
<p>Adverse impacts</p>		

people and assets during extreme weather events. Further guidance <input type="checkbox"/> No impact	Mitigating actions	
	Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years	
Statutory duty: Prevention of Pollution to air, water, or land Consider how the proposal will change the likelihood of pollution occurring to air, water, or land and what steps will be taken to prevent pollution occurring. Further guidance <input type="checkbox"/> No impact	Benefits	
	Enhancing actions	
	Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years	
	Adverse impacts	
	Mitigating actions	
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years		

Step 3: Action Plan

Use this section summarise and assign responsibility for any actions you have identified to improve data, enhance beneficial, or mitigate negative impacts. Actions identified in section two can be grouped together if named responsibility is under the same person.

This action plan should be updated at each stage of the project. Please be aware that the Sustainable City and Climate Change Service may use this action plan as an audit checklist during the project’s implementation or operation.

Enhancing / mitigating action required	Responsible Officer	Timescale
Data on how many miles/journey will be impacted through the changes to the post 16 policy to determine impact on carbon usage	Terri Knowlton/Alex Watkins	Jan 2024
Communications/ Independent Travel Training will be rolled out with the personal travel budgets and will encourage pupils to use active/ sustainable transport models such as bus/ train etc. Could look to use travel planning services with the young people such as the TravelWest journey planner.		As project progresses

Step 4: Review

The Sustainable City and Climate Change Service need at least five working days to comment and feedback on your impact assessment. Assessments should only be marked as reviewed when they provide sufficient information for decision-makers on the environmental impact of the proposal.

Please seek feedback and review by emailing environmental.performance@bristol.gov.uk before final submission of your decision pathway documentation¹.

Where impacts identified in this assessment are deemed significant, they will be summarised here by the Sustainable City and Climate Change Service and must be included in the 'evidence base' section of the decision pathway cover sheet.

Summary of significant beneficial impacts and opportunities to support the Climate, Ecological and Corporate Strategies (ENV1,2,3,4):

The significant impacts of this proposal are...

1. Removal of council arranged vehicles for pupils aged 16 to 18.
2. To explore transformation of future service delivery, possible pick-up points model and independent travel training.

The proposals include the following measures to mitigate the impacts:

Most young people who use home to school travel can access their chosen education or training by walking or public transport. Or they can apply for travel support to the Bursary Fund and other concessionary schemes.

Independent Travel Training is a widely used programme in other local authorities to improve independence in young people and provide them with key life skills.

The programme focuses on enabling individuals to travel independently to and from school, college, or other social activities. It is open to young people with any kind of additional need and typically covers a variety of topics depending on the needs of the student, such as personal safety, road safety, following directions, buying tickets, recognising, and avoiding dangerous situations and boarding the correct bus in the right direction.

The net effects of the proposals would likely result in a reduction in the number of cars used to deliver the service.

Summary of significant adverse impacts and how they can be mitigated:

Environmental Performance Team Reviewer:

Nicola Hares

Submitting author:

Helen Haggi

Date: 19/12/2023

Date: 15/12/2023

¹ Review by the Sustainable City and Climate Change Service confirms there is sufficient analysis for decision makers to consider the likely environmental impacts at this stage. This is not an endorsement or approval of the proposal.