

# Cabinet

## Supplementary Information



**Date:** Tuesday, 24 January 2023

**Time:** 4.00 pm

**Venue:** The Council Chamber - City Hall, College Green, Bristol, BS1 5TR

### 8. Budget 2023/24 Equalities Impact Assessments

(Pages 2 - 460)

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City Hall, Bristol, BS1 9NE

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**Date:** Thursday, 19 January 2023





## Equality Impact Assessment [version 2.10]

Title: Changes to the Council’s workforce arising from the requirement to make budget savings	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input checked="" type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: All	Lead Officer name: James Brereton
Service Area: All	Lead Officer role: Head of Human Resources

### Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The Council is required by law to set a balanced budget. In the 2023/24 financial year there is a gap between the predicted cost of providing services and the available funding. The gap is around £31m. With such a significant challenge the budget cannot be balanced without additional funding, making greater efficiencies (doing the same for less money) or by transforming the way we do things. The Medium Term Financial Plan underpins the Council's financial planning process and outlines the approach we will take to meet the challenge.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

Some measures to reduce spending have recently been implemented, including reducing the number of directors and managers through a succession planning scheme, deleting vacant positions and controls around recruitment.

The [Medium Term Financial Plan](#) underpins the Council's financial planning process and outlines the approach we will take to meet the challenges presented by focusing primarily on delivering efficiencies, service re-design programmes which cut across directorate boundaries, and increasing external income and Invest to Save revenue.

#### **This proposal**

This Equality Impact Assessment covers all potential workforce implications arising from the budget proposals for 2023/24. These include a freeze or deletion of vacancies and a review of some services.

These could have an impact on the Council’s workforce if implemented. Taken together these measures would reduce our overall capacity (the number of council jobs) and mean we will have to focus on core priorities.

Service changes will be subject to their own Equality Impact Assessment.

Where colleagues are in scope for a specific saving proposal (that goes ahead following Full Council's setting of the budget), we will carry out consultation in line with our Managing Change Policy where required. Whilst such a significant reduction in budget will inevitably reduce the overall number of jobs in the council, we are already taking steps to reduce the impact on employees. For example, through vacancy management and also reducing the number of managers through succession planning.

Where any jobs are subject to change we will prioritise redeployment opportunities for affected colleagues. A programme of support will also be offered to all colleagues and managers affected by the change.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<p data-bbox="108 210 691 277"><a href="#">HR Analytics: Power BI reports (sharepoint.com)</a> [internal link only]</p> <p data-bbox="108 315 767 421"><a href="#">Equality and Inclusion Annual Progress Report 2021-22</a> Appendix – Workforce Diversity Data – summary analysis</p> <p data-bbox="108 459 663 526">Pay Gap Report <a href="#">BCC Pay Gap Report - 31-03-21(bristol.gov.uk)</a></p>	<p data-bbox="821 210 1458 562">The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for staff employed by schools/nurseries, casual workers and agency workers. The details of the report are collected via the sensitive information section that staff themselves update in Employee Self Service on the Council’s HR system (called iTrent).</p> <p data-bbox="821 600 1422 815"><b>Age</b> - Younger staff are significantly under-represented within our workforce and the council has a much older age profile compared to Bristol Working Age population:</p> <ul data-bbox="821 745 1430 815" style="list-style-type: none"> <li>• 12.4% of staff aged 16–29 compared with 39%</li> <li>• 41.2% of staff are over 50.</li> </ul> <p data-bbox="821 857 1401 963"><b>Disability</b> - We have an under-representation of disabled staff: 9.1% compared to the Bristol Working Age population at 12%.</p> <p data-bbox="821 1003 1401 1256"><b>Ethnicity</b> - Some particular minoritised ethnic groups are underrepresented within the Council workforce:</p> <ul data-bbox="821 1113 1337 1256" style="list-style-type: none"> <li>• Asian or Asian British 2.9% versus 5.8%</li> <li>• Black or Black British 5.1% versus 5.3%</li> <li>• Mixed 3.7% versus 2.9%</li> <li>• Other Ethnic Groups 0.4% versus 1%.</li> </ul> <p data-bbox="821 1294 1437 1400">There is a higher representation of Black, Asian and Minority Ethnic staff in lower pay-brackets within the council as set out in our Race Pay Gap report.</p> <p data-bbox="821 1440 1442 1861"><b>Sex</b> - Women are over-represented as staff: 60.2% versus the Bristol Working Age population of 49%. The council’s gender pay gap analysis indicates that mean pay for men is 4.16% higher than that of women and the median pay for men is 8.24% higher than that of women. The difference between the median and the mean figures is due to the high proportion of women in the top quartile of employees. There is a negative gender pay gap for women in senior roles within the pay structure, which means that women are more likely to be paid more than men.</p> <p data-bbox="821 1904 1417 2009"><b>Religion/Belief</b> - 32.6% of our workforce say they have a religion/belief compared with 51% in the Bristol Working Age population.</p> <p data-bbox="821 2049 1401 2116"><b>Sexual Orientation</b> - 5.9% of our workforce have told us they are lesbian, gay or bisexual, which</p>

	<p>compares with 9.1% for the Bristol Working Age population.</p> <p><b>Marital Status</b> – 14.1% of our workforce are Married, in a Declared Partnership or Civil Partnership. However, we do not have this data for 79% of staff and there is currently no comparative data for the Bristol Working Age population.</p> <p><b>Pregnancy/Maternity</b> – 2.5% of our colleagues are currently pregnant or on maternity leave.</p> <p><b>Trans</b> – 0.1% of our colleagues have recorded they are trans, however very few employees have made a declaration on this and there is no comparative data for the Bristol Working Age population.</p> <p><b>Socio-Economic (deprivation)</b> – 5.1% of the Council’s workforce live within Bristol’s most deprived areas.</p>
<p><u><a href="http://nomisweb.co.uk">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></u></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally.</p> <p>Of those who are economically inactive in Bristol, 33% are Students, 29% are ‘long-term sick’ and 16% are looking after family/home, as well as 9.2% who are retired.</p> <p>The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%.</p> <p>Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the South West (24.4%) and nationally (25.8%).</p>
<p><b>Additional comments:</b></p>	

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don’t have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn’t mean that you can’t complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Referenced in 2.1 above.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

Our public Budget Consultation (Friday 11 November 2022 until Friday 23 December 2022) included details of our initial equalities considerations for savings proposals in relation to service users and citizens only. We made it clear that the equality comments did not include our consideration of the potential internal impacts for our workforce, and that any specific impacts for staff will be assessed alongside wider consideration of council workforce changes.

We will be undertaking staff and trade union consultation in line with the Council's Managing Change Policy and subject to the decisions of the Cabinet and Full Council. Timelines for consultation may vary in line with the nature of each proposal.

We will have an open dialogue with the workforce whilst the public budget consultation is live. There will be clear and accessible communication about potential workforce changes, where colleagues will have the opportunity to discuss how the changes might impact them.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in a report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing our final proposals to put to the Cabinet and a meeting of the Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February 2023.

We will continue our dialogue with the workforce, trade unions and staff led groups so that we continue to assess and mitigate the impact on those from protected groups.

There will be clear and accessible communication about potential workforce changes, where colleagues will have the opportunity to discuss how the changes might impact them.

Where colleagues are in scope for a specific saving proposal, that goes ahead following Full Council's setting of the budget, we will carry out consultation in line with our Managing Change Policy where required.

### Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

##### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g. because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues and disparities for people in Bristol based on their characteristics, which we will take into account.

At this stage there is insufficient detailed information on who might be impacted by the proposals, however we are aware that workforce changes can disproportionately affect employees with particular protected characteristics, and therefore we are seeking to mitigate impacts through the following:

- Tight controls on the engagement, extension and conversion of agency and fixed term workers and a vacancy freeze have been in place since July 2022.
- A review of funded vacant positions is currently underway (October 2022). Those that can be left unfilled either for a period or permanently will be frozen/deleted as appropriate and others will be used as opportunities for those in redeployment.
- In both 2021/22 and 2022/23, the Succession Planning Policy has enabled managers to apply to leave the council on a voluntary basis. This has reduced the cost of the Council's management structure and opened up development opportunities for other Council staff.
- A range of support will be made available alongside the changes, including well-being support for all colleagues, job search support for those at risk of redundancy (whether voluntary or compulsory)
- Pro-active matching of redeployees (for those at risk of redundancy or medical redeployment) to Suitable Alternative Employment and support and development plans for those redeployed to other jobs.

Service changes will be subject to their own Equality Impact Assessments and the Council's Managing Change Policy will apply. The policy sets out expectations regarding consultation, who should have priority consideration for vacancies, redeployment to other roles across the Council and pay protection.

Inevitably these savings will have an impact on our capacity as an organisation and we won't be able to deliver everything we have done previously. It will be the main focus of the senior leadership team and managers to look at the impact of these changes and how we re-prioritise our work against our Corporate Strategy priorities.

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	A smaller workforce and less recruitment could mean it will take longer to address the under-representation of young people.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	41.2% of our workforce are over 50, which is a significant over-representation compared to the general population, This proposal may not negatively impact the representation of employees aged over 50 within the workforce in comparison to the general population.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Existing under-representation of disabled staff could be compounded – for example, if reasonable adjustments are not promptly and properly made in selection processes and redeployment situations.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Women could be disproportionately impacted because they are generally over-represented in the Council's workforce. This would depend on the demographics of employees affected by changes in roles or loss of jobs.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Lesbian, gay and bisexual people are under-represented in the Council's workforce at present, and this could be further compounded by workforce changes.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Colleagues on maternity leave may be less able to engage in change processes and could be overlooked.
Mitigations:	Specific reminders will be given to managers leading changes to ensure that those currently away from work are properly included (in line with the Managing Change Policy), and so that the legal protections afforded are understood and applied appropriately.
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Given the comparatively small number of Trans employees it is difficult to identify what the impacts might be at this stage.
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	We have an under-representation of some minoritised ethnic groups within the council. There is a higher representation of minoritised ethnic staff in lower pay-brackets within the council as set out in our Race Pay Gap report. Workforce changes could potentially compound this under-representation because of less recruitment.

Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	32.6% of our workforce has a religion/belief compared with 51% in the Bristol Working Age population. This proposal might further compound this under-representation.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Given the limited data available it is difficult to identify what the impacts might be.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	5.1% of the workforce live within Bristol's most deprived areas. This proposal might further compound this under-representation.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Given the limited data available it is difficult to identify what the impacts might be.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

We are primarily focusing on mitigating the negative impacts of the proposals however we will seek opportunities for developing future leaders, address equality gaps and continue to develop a leadership team which is representative of the city we serve.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Please refer to 3.1 above. There will be a number of EQIAs for these proposals. The cumulative impact of these will be kept under review for this overarching EQIA, which will be updated. Change processes could have a differential impact based on age. Less recruitment could compound existing under-representations and mean it will take longer to address them.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Please refer to 3.2 above. There will be a number of EQIAs for these proposals. The cumulative impact of these will be kept under review for this overarching EQIA, which will be updated

**4.2 Action Plan**

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
To be completed during engagement/consultation		

**4.3 How will the impact of your proposal and actions be measured?**

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Representation levels across the workforce will be monitored on a monthly basis via the HR Dashboard.

**Step 5: Review**

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Steph Griffin
Date: 12/12/2022	Date: 12/12/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: Budget Proposal - Targeted Youth Services	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Gail Rogers
Service Area: Children	Lead Officer role:

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

The proposal is to reduce the Targeted Youth Services budget for the recommissioning of the service in 2023/24 by a further £200k. In addition to this, £400k will be taken from the budget for the new Bristol Youth Zone. This will be factored into the recommissioning and design of the new service.

Targeted Youth Services include the delivery of support for young people to reduce risk and build resilience, using a proven youth work approach to build relationships and enable young people to have agency over their lives now and in the future. This approach means that the contract is integrated in its focus on particular areas of risk and harm. Support is primarily delivered in response to a referral from a professional body; the Post 16 Participation Team, Secondary Schools and Social Care are the three biggest referring agencies. Support is delivered via a combination of 1-2-1, targeted groupwork, open access and detached/outreach work. The service currently supports approximately 2,500 young people through 1-2-1 support and 1,000 via group/open access work per annum (please note these figures have been affected by COVID restrictions, in particular the group/open access support which pre covid where the service was supporting approx. 2,500 young people).

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially.</p> <table border="1" data-bbox="655 1346 1501 2103"> <thead> <tr> <th data-bbox="655 1346 975 1431">Quality of Life Indicator</th> <th data-bbox="978 1346 1501 1431">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1435 975 1480">16 to 24 years</td> <td data-bbox="978 1435 1501 1480">12.5</td> </tr> <tr> <td data-bbox="655 1485 975 1529">50 years and older</td> <td data-bbox="978 1485 1501 1529">6.7</td> </tr> <tr> <td data-bbox="655 1534 975 1579">65 years and older</td> <td data-bbox="978 1534 1501 1579">3.2</td> </tr> <tr> <td data-bbox="655 1583 975 1628">Female</td> <td data-bbox="978 1583 1501 1628">8.6</td> </tr> <tr> <td data-bbox="655 1632 975 1677">Male</td> <td data-bbox="978 1632 1501 1677">8.5</td> </tr> <tr> <td data-bbox="655 1682 975 1727">Disabled</td> <td data-bbox="978 1682 1501 1727">21.6</td> </tr> <tr> <td data-bbox="655 1731 975 1776">Asian /Asian British</td> <td data-bbox="978 1731 1501 1776">9.9</td> </tr> <tr> <td data-bbox="655 1780 975 1825">Black/Black British</td> <td data-bbox="978 1780 1501 1825">19.8</td> </tr> <tr> <td data-bbox="655 1830 975 1910">Mixed/Multiple Ethnicity</td> <td data-bbox="978 1830 1501 1910">16.3</td> </tr> <tr> <td data-bbox="655 1915 975 1960">White British</td> <td data-bbox="978 1915 1501 1960">7.8</td> </tr> <tr> <td data-bbox="655 1964 975 2009">White Minority Ethnic</td> <td data-bbox="978 1964 1501 2009">8.4</td> </tr> <tr> <td data-bbox="655 2013 975 2058">Lesbian Gay or Bisexual</td> <td data-bbox="978 2013 1501 2058">12.7</td> </tr> <tr> <td data-bbox="655 2063 975 2103">No Religion or Faith</td> <td data-bbox="978 2063 1501 2103">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

The Quality of Life Survey also shows us that young people in Bristol have worse than average outcomes for a wide range of indicators including emotional/mental health; money problems; inaccessible public transport; fear of crime and feeling safe; belonging to their neighbourhood; victim of discrimination etc.

[Joint Strategic Needs Assessment \(JSNA\)](#)

[Bristol Pupil Voice Report](#)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

The Bristol Pupil Voice survey for primary and secondary school pupils asks questions across a broad range of topics relating to health and wellbeing and includes data on the background characteristics and circumstances of respondents.

[HR Analytics: Power BI reports \(sharepoint.com\)](#) [internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)

Cost of Living Risk Index (arcgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household
- **Black and Minoritised people** – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners
- **People in rented accommodation** – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented
- **Underserved populations** - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.
- **Cost of Living Risk Index** (October 2022) identified Lawrence Hill, Hartcliffe & Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth & Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.

<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
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## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Marriage and Civil Partnership <input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Disability <input checked="" type="checkbox"/> Pregnancy/Maternity <input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Gender Reassignment <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Sexual Orientation
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## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

We do not currently monitor information on sexual orientation or religion within the Targeted Youth Service.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

We are holding a young peoples' workforce jobs fair at the end of March to support the continuation of a children's workforce by highlighting the availability of vacancies and training opportunities for those current or potential staff wishing to develop and maintain careers within the children's workforce sector.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the

risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

All of the following services will be impacted by this proposal:

- Inclusive offer of targeted positive youth activities for children and young people focused on areas of deprivation and areas with little or no other provision.
- Support for young people who are facing difficulties to help them maintain healthy lifestyles, in particular support for emotional health & wellbeing, substance misuse and healthy relationships to help improve their life chances and a successful transition into adulthood.
- Providing responsive support when required to particular issues such as crime, anti-social behaviour, child sexual exploitation, violence and lack of community integration.

The current Targeted Youth Service is tasked to work in particular with priority groups in need of help and support. These include, but are not limited to:

- Children in care and care leavers
- Young carers
- Teenage parents
- Young people at risk of entering the criminal justice system
- Young offenders
- Young people with special educational needs and disabilities
- Children of parents misusing substances

These young people are not equally located through the city, as need tends to align with economic disadvantage. In addition, young Black males are nationally and locally over-represented in the criminal justice system. Reduced budget will mean less capacity within the service, and in all likelihood provider staff redundancies or not filling vacant posts. This is likely to affect the generic youth work/wellbeing offer and the service's ability to accept referrals for 1-2-1 support. It may result in more partnership working to deliver group sessions or the stopping of some group sessions, especially in the summer when statutory September tracking is required to be delivered.

### **Mitigations**

Where funding is being reduced, we will take this as an opportunity to scope and draw on other sources of funding to maximise our 'One City' approach and draw in additional funding streams. This has already been done with Serious Youth Violence funding which has supplemented targeted youth services for our most vulnerable. We will continue to search and work with city partners to apply for alternative funding streams that will increase total available expenditure. Our Belonging Strategy: Belonging in the Community is a One City Plan that sets out our ambitions to work with the sector as a whole, to develop a youth offer that meets the needs of children and young people in all parts of the city.

We will improve partnership working and create joined up systems so that there is "no wrong door" into these services. There are no current pots of funding that have been confirmed however, we will consider whether we can commercialise any services and investigate sponsorship. Youth services tend to support those young people with lower levels of need – those with higher levels of need will continue to receive

additional support via alternative services such as ROUTES (relationship based, trauma informed, one to one intervention to children, young people and young adults who are at risk of Serious Youth Violence (SYV) and Child Criminal Exploitation (CCE)). We have found an alternative funding source for the drugs and alcohol work which will now be commissioned as part of the wider substance misuse services by Public Health and will now be funded through national funding, with a benefit of £140,000 to the contract per year.

Areas of statutory service delivery that are currently included in our targeted youth services contracts such as the September Education, Employment and Training Guarantee to young people aged 16 and young carer assessments will remain in place, delivered by BCC post-16 team to bring efficiencies and improvements for young people. We will ensure that we utilise the Holiday Activities and Food Programme fund for 2023 to support the sector to deliver youth and play services in the holidays for children entitled to free school meals. This funding will help to offset the proposed reduction and minimise the adverse impacts for our most vulnerable children and young people.

Bristol have invested in a South Bristol Youth Zone; in addition to the council’s £400k annual investment, the Youth Zone provide £900k. That is additional funding into the youth sector that does not currently exist. Furthermore, Bristol has a very large and diverse youth sector that is not funded by the council. In total there is approx. £7.2m of funding in the youth sector with just 30% of it provided by Bristol City Council. This evidences the strength of the sector and that there will continue to be a significant youth presence in the city.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:             <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul> <p>Reduction in service capacity is likely to lead to either waiting lists, or a number of young people who are unable to access the service. This could contribute to a higher rate of young people who are not in education employment or training (NEET), and lead to an increase in antisocial behaviour. As the service is preventative in nature it does support a lot of young people to maintain healthier lifestyles. Reductions to services will potentially lead to an increase in young people requiring additional support for mental health and wellbeing and potential breakdowns in families. It could also result in additional young people being exposed to CCE (Child Criminal Exploitation) and CSE (Child Sexual Exploitation).</p>
Mitigations:	See general comments above

	Delivery of the Youth Zone in 2023/24 will be factored into the recommissioning and redesign of the current youth services contract. The risk of funding being removed from the wider TYS service is mitigated by the fact that the Youth Zones will bring significant match funding through philanthropic giving. The ongoing revenue costs for the Youth Zone is expected to be circa £1.3m, bringing in an additional £900,000 to our £400,000 revenue investment, significantly increasing the total funding into the sector and therefore benefitting more young people.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above. We will ensure that disabled young people continue to be factored into serve redesign
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> </ul>

	<ul style="list-style-type: none"> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked LGBT because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> </ul>

	<ul style="list-style-type: none"> <li>14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above. Freedom Youth is a gender and sexuality social action service run by Off The Record. This is run separately from the council. Group sessions are social, informative and safe supportive spaces. Sessions are filled with workshops (on topics such as housing, relationships, mental health, gender and sexuality, keeping safe and much more).
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from</li> </ul>

	<p>Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</p> <ul style="list-style-type: none"> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> <li>• It is anticipated that the number of mixed / dual heritage young people will significantly have increased in the 2021 census.</li> </ul>
Mitigations:	It is a requirement of our services to ensure they target and support children and young people identified as particularly vulnerable which includes those from Black and minoritised ethnic minority backgrounds, refugees and asylum seekers.
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul> <p>The service is currently focused on delivering targeted positive youth activities for children and young people in areas of deprivation and areas with little or no other provision, therefore any cuts will disproportionately impact this. As the service is preventative in</p>

	nature, it supports a lot of young people to maintain healthier lifestyles. Reductions to services could increase the equalities gap between most and least deprived areas.
Mitigations:	The service will continue to be expected to work within areas of high deprivation and the addition of the Youth Zone in South Bristol will supplement this.
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b>	[Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

A number of mitigations will be put in place to minimise the impact to young people as set out in section 3.1

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

As the service is preventative in nature it supports a lot of young people to maintain healthier lifestyles. Reductions to services will potentially lead to an increase in young people requiring additional support for mental health and wellbeing and potential breakdowns in families. It could also result in additional young people being exposed to CCE and CSE. The risk will be mitigated by maximising alternative funding streams, supporting the sector to develop and the introduction of the Youth Zone in South Bristol which will bring in an additional £900,000 investment into the area.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Contributes to a balanced budget. The Youth Zone is being set up in South Bristol in order to serve some of our most deprived communities. Whilst located in south Bristol and focused on delivery to our communities in that part of the city, the Youth Zone will be a world class youth facility available to all young people in the city. We will ensure the information about and travel to the Youth Zone enables access for all. Additionally, we will deliver youth services across North and East Central by commissioning youth services specific to the needs of young people in those communities.

**4.2 Action Plan**

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

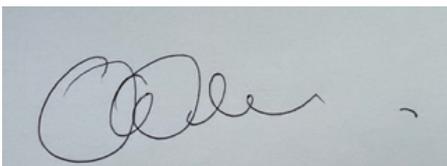
Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Gail Rogers	Ongoing

**4.3 How will the impact of your proposal and actions be measured?**

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b>  Vanessa Wilson Director of Children and Education Transformation
Date: 13/1/2023	13/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



# Equality Impact Assessment [version 2.10]



Title: Children's Commissioning s10 Pooled Budgets	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Gail Rogers
Service Area: Children	Lead Officer role: Head of Service – Children's Commissioning

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

This relates to a reconciliation of funds associated with a 12-month pilot to pool funding under s10 agreement with funds held by South Gloucestershire. There was £100k unspent on BCC children from our allocation of the pooled fund. The unspent £100k is being delivered as saving.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

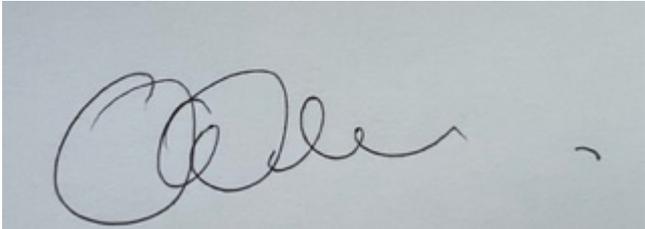
Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

We have not identified any equality impact from the proposal, which is limited in scope to reconciliation of funds and will not affect staff or service users.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<p><b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i></p>	<p><b>Director Sign-Off:</b></p>  <p>Director of Children and Education Transformation Vanessa Wilson</p>
<p>Date: 13/1/2023</p>	<p>13/1/23</p>

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title– Introduction of Pay & Display parking at District Car Parks	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth and Regeneration – Management of Place	Lead Officer name: Dominic Hitchcock
Service Area: Traffic & Highways Maintenance	Lead Officer role: Infrastructure Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](http://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

Parking Services have undertaken a survey of all district car parks where parking is currently free, to determine if it would be feasible to introduce pay and display charges. The purpose of the exercise was to determine whether the existing time limited restrictions in the car parks were effectively delivering key aspects of the parking strategy and deterring long stay car parking in these locations.

The number of disabled bays and their location in each car park will be reviewed to improve facilities. There will be no charge or time limit for Blue Badge holders parking in disabled bays within the car park under the new traffic regulation order.

There may be a disproportionate impact for carers, parents, pregnancy/maternity on the basis that they are going to be more reliant on having their own vehicle, as well as low income families. Whilst there may be a disproportionate impact for these groups, the proposal is justifiable on the basis that the sites are unviable without bringing in charges, which are required to maintain the facilities, improve Car Park management by making enforcement processes more efficient, discouraging all day parking, maximising the use of space, and ensuring effective turnover of spaces to support the local economy. An attrition level of 25% reflects the anticipated modal shift to sustainable/active travel.

Parking Services propose to sell 4 car parks with low occupancy as demand for parking is low and as the only potential remaining free car parks, will operate at a cost to the service for the continued maintenance & upkeep:

**Clayton St – Avonmouth & Lawrence Weston.** Predominately in a residential area with unrestricted on street parking. This car park served a social club opposite, that’s no longer in use. Demand for parking is low at this location.

**Harden Rd – Stockwood.** Located next to a library and in in close proximity to local shops and medical centre. However, despite this location, demand for parking appears to be low.

**Queens Rd – Hartcliffe & Withywood.** This car park is in close proximity to the local community centre, church and local shops. Despite this location, demand for parking is low.

**Ridingleaze – Avonmouth & Lawrence Weston.** This car park is in close proximity to local shops, businesses and church. Despite this, demand for parking is low.

These wards have a relatively low proportion of minoritised ethnic residents, or non-Christian faith groups, however they do have some relatively high pockets of deprivation.

The Car Parks with proposed charges below are attached to or serve as follows:

**Beechwood Road – Frome Vale**

Located in between the Beechwood Club (community hall) and Beechwood Medical Practice and a short walk to local schools and businesses.

**Callington Road – Brislington West**

Located next to local shops and opposite a supermarket.

**Chalks Road – St George West**

Located next to St George Park. This car park also has ZedPod housing units installed on stilts, with parking retained below. Resident’s parking is not permitted, other than in line with the current restrictions. This car park is also a short walk from local shops & businesses on Church Road.

**Derby Street – St George West**

Located opposite Chalks Rd Car Park. This car park backs onto the local shops & businesses on Church Road. It’s also directly opposite a children’s nurse and is close to the local church & primary school. There are plans to install 8 modular housing units in the middle of this car park, reducing the capacity to 23, with parking spaces either side of the housing units.

**Ducie Road – Lawrence Hill**

Located in close proximity to local shops, business, railway station, parks, church and business park

**Machin Rd – Henbury & Brentry**

Located to the rear of local shops & businesses. Also in close proximity to the local Schools, library community centre & public open space.

**Repton Rd – Brislington West**

Located off Sandy Park Rd, this car park is a short walk from the local shops, businesses and church

**Stoke View Rd – Eastville**

Located off Fishponds Rd next to Stoke View Business Park and a short walk to local shops and businesses. 17 spaces are currently dedicated for permit holders.

**Waverley Road – Avonmouth & Lawrence Weston**

Located to the rear of Shirehampton Group Health Centre. Also in close proximity to local shops, businesses and church.

**Westbury Hill – Westbury-on-Trym & Henleaze**

Westbury-on-Trym Primary Care Centre is located within the car park. This car park is also off the High Street, serving the local shops, businesses and churches.

**1.2 Who will the proposal have the potential to affect?**

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

**1.3 Will the proposal have an equality impact?**

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**       **No**      [please select]

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. The first results of the 2021 census will not be available until Spring 2022, so demographic data is still informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="#">New wards: data profiles</a>  <a href="#">Ward Profiles - Power BI tool</a>	The Ward Profiles provide a range of datasets, including Population, Life Expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life survey 2020/21 final report</a>  <a href="#">Quality of Life 2020-21 — Open Data Bristol</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the 2020 QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.

Quality of Life Indicator	% for whom inaccessible public transport prevents them from leaving their home when they want to
Bristol Average	11.8
Most Deprived 10%	14.2
16 to 24 years	25.9
50 years and older	10.6
65 years and older	13.9
Female	13.9
Male	9.6
Disabled	24.7
Black, Asian and minority ethnic	13.9
Asian/Asian British	6.8
Black/Black British	13.8
Mixed/Multiple ethnic groups	19.8
White	11.5
White Minority Ethnic	12.1
White British	11.4
Christian	11.5
Other religion	9.2
No religion or faith	12.0
Single parent	15.7
Two parent	6.2
No qualifications	13.4
Owner Occupier	9.9
Rented from housing association	16.8
Rented from the council	12
Rented from private landlord	16.7
Non degree qualifications	10.6
Degree qualifications	12.1

	Part-time carer	9.9
	Full-time carer	23.8
	Carer (All)	13.2
	Parents (All)	<u>7.4</u>
	Lesbian, Gay or Bisexual	19.6

The following car parks have an average peak occupancy level of over 40% and are the sites where it is considered beneficial to introduce Pay & Display parking in order to promote short stay turnover, and encourage a modal shift away from the private car. We don't currently know who uses the car parks but as many are in the vicinity of local amenities it is likely that visitors to shops and health centres make up most short-term parkers, while long term parkers might be the people who work in local area. None of the sites are in a Resident's Parking Scheme Area or the City Centre.

Note, the 4 car parks that are proposed to be sold are also included for reference.

It appears from the data that there is a reasonable correlation between car ownership and deprivation deciles. These locations are likely to have the most buoyant local economies and the greatest demand for car parking – however this masks the fact that people will travel to areas with good local shops and amenities and the use of the car parks may not reflect the make up of the local populations.

District Car Parks	Spaces	Ward	LSOA	Deprivation IMD Decile	Average No Cars per household (Bristol = 1.04)
Clayton Street	45	Avonmouth & Lawrence Weston	E01014499	2	1.06
Ridingleaze	20	Avonmouth & Lawrence Weston	E01014638	1	1.06
Waverley Road	37	Avonmouth & Lawrence Weston	E01014493	2	1.06
Callington Road	23	Brislington West	E01014535	7	1.14
Repton Road	14	Brislington West	E01014531	6	1.14
Alexandra Park (Currently Closed)	24	Eastville	E01014572	3	1.04
Beechwood Road	67	Frome Vale	E01014590	3	1.07
Stoke View	40	Frome Vale	E01014588	3	1.07
Queens Road	14	Hartcliffe & Withywood	E01014595	1	0.81
Machin Road	21	Henbury & Brentry	E01014605	1	1.09
Ducie Road	44	Lawrence Hill	E01033356	1	0.53
Chalks Road	59	St George West	E01014681	4	0.88
Derby Street	45	St George West	E01014681	4	0.88
Harden Road	30	Stockwood	E01014707	5	1.3
Westbury Hill	104	Westbury-on-Trym & Henleaze	E01014719	9	1.42
<b>Total Off St</b>	<b>587</b>				

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy and Maternity	<input checked="" type="checkbox"/> Race

### 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We do not hold information on the protected characteristics of these groups in respect to car ownership, and usage of car parks however, we do have specific ward data on the protected characteristics identified above.

### 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The approach will be agreed through the decision pathway process but initial process to determine which, if any, sites to progress would potentially be based on:

- Sites surveys to assess usage levels
- Online consultation questionnaire
- Review with local councillors

### 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

The approach will be agreed through the decision pathway process but initial process to determine which, if any, sites to progress would potentially be based on:

- Sites surveys to assess usage levels
- Online consultation questionnaire
- Review with Local Councillors

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
The introduction of pay and display charges will affect all users of the car park as they will have to pay for their parking whereas currently it is free, however those on fixed or low incomes would be disproportionately impacted by additional costs. Charges will initially be introduced at a low level to minimise the impact.	
Access to disabled parking facilities will not be reduced. There will be no parking charge or time limit for vehicles displaying a Blue Badge and parked in a Disabled Bay in any of the car parks, as is the current situation.	
The final proposals will be subject to statutory consultation as part of the Traffic Regulation Order making process.	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Some older people who are less mobile and less able to walk significant distances may be disproportionately impacted by additional costs
Mitigations:	Charges will initially be introduced at a low level to minimise the impact.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Some Disabled people with impairments which mean they are more dependent on a motor vehicle as a driver or passenger may be disproportionately impacted by additional costs
Mitigations:	Blue Badge holders will be able to park for free as in all other BCC Pay & Display car parks. Charges will initially be introduced at a low level to minimise the impact.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	People who are dependent on a motor vehicle as a driver or passenger because they are pregnant or have young children may be disproportionately impacted by additional costs.
Mitigations:	Charges will initially be introduced at a low level to minimise the impact.
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

OTHER RELEVANT CHARACTERISTICS	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The introduction of Pay & Display charges may have a disproportionate impact on low income households.
Mitigations:	Charges will initially be introduced at a low level to minimise the impact.
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	People who are dependent on motor vehicles to provide care for others may be disproportionately impacted by additional costs
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Those in low or fixed income households may include some pensioners and those in receipt of disability payments. These groups are likely to already be in receipt of concessions such as free public transport or Blue Badges which partially mitigate any rise in parking charges.

The parking charge also needs to be taken in the local context. A day ticket for bus travel in the Bristol area costs £5, a Park & Ride tickets costs £5. The proposed parking charges mean that customers can generally park for 4 hours for £4. It would undermine the Council's transport policies if parking in the city centre were so cheap that it deterred people from making more sustainable travel choices.

Efficient transport policies which reduce congestion and improve public transport efficacy and air quality will improve the environment for all residents and visitors to the city.

The Council's policies are focussed on reducing the dependence on the private car and encouraging those who can, to use alternative, more sustainable means of transport. These policies improve the environment for everybody while also helping those unable to make different choices by reducing the overall demand which in turn improves the turnover of spaces and provides more opportunity & better services to those who need it.

The Council is actively promoting active travel through improved walking and cycling facilities and initiatives.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
Those in low or fixed income households may include some pensioners and those in receipt of disability payments. These groups are likely to already be in receipt of concessions such as free public transport or Blue Badges which mitigate any rise in parking charges. However, pregnant women and women with children may be adversely affected, but we will introduce charges initially at a lower introductory rate.
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
The Council's policies are focussed on reducing the dependence on the private car and encouraging those who can, to use alternative, more sustainable means of transport. These policies improve the environment for everybody while also helping those unable to make different choices by reducing the overall demand which in turn improves the turnover of spaces and provides more opportunity & better services to those who need it.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

<ul style="list-style-type: none"> <li>Monitoring of income generation</li> <li>Review of relevant Quality of Life indicators by equalities group</li> </ul>
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## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> Reviewed by the Equality and Inclusion Team.	<b>Director Sign-Off:</b>  Patsy Mellor, Director Management of Place
Date: 9 January 2023	Date: 9 <sup>th</sup> January 2022

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: Budget Proposal Short Breaks for Disabled Children	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Gail Rogers
Service Area: Children	Lead Officer role: Head of Service Children's Commissioning

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges, we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

This proposal is to reduce the Short Breaks for Disabled Children budget by £273,340, which is 10% of Bristol City Council's current overall budget. Short Breaks are family support services that provide a disabled child or young person with a break. They can be at any time ranging from an hour to a day, evening, overnight, weekend or holiday, depending on the needs of the family. Short Breaks allow parents and carers to have a break from their caring responsibilities and give children and young people the opportunity for a positive experience.

Local Authorities have a statutory duty to provide a range of Short Break services that are sufficient to help carers to continue to provide care or to do so more effectively. We deliver this through a mixed model of in-house and externally commissioned services. Currently 77% of the budget is spent on specialist services, 16% on targeted and 7% on family support and inclusion.

Short Breaks in Bristol are jointly funded between the LA and the BNSSG ICB, with the ICB contributing 18% of the budget and the LA 82% into a pooled Section 75 funding arrangement. Section 75 of the National Health Service Act 2006 allows for the arrangements between health bodies and local authorities, including pooled budgets, for the health-related functions of the local authority where this is likely to lead to an improvement in the way the functions are exercised.

The following services will be impacted by this proposal:

- Family Support and Inclusion Services
- Direct Payments
- Specialist Overnight Residential Units (Bush and Belbrook)
- Specialist Family Link Scheme Overnight Carers
- Targeted short breaks clubs / activities
- Targeted Holiday short breaks

## 1.2 0.82 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/how-we-measure-equality-and-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics](#)

[and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>
Service user data and diversity monitoring (internal link only)	<p>Total number of young people accessing a short breaks service between 1 April 2021 and 31 March 2022 was 947.</p> <p>The young people accessing services are not equally located through the Bristol. The highest concentration of children and young people using Short Breaks services (using postcode data collected by providers) lived in the following wards:</p> <ul style="list-style-type: none"> <li>• Avonmouth and Lawrence Weston</li> <li>• Lockleaze</li> <li>• Lawrence Hill</li> <li>• Filwood</li> </ul> <p>Significantly more boys (66%) use short breaks services in Bristol, which is in line with the fact that more EHCPs are issued to males in Bristol, of the children with EHCPs in 2021 26.9% were female and 73.1% male.</p> <p>In addition, children and young people from minority ethnic groups are overrepresented in short breaks services. The proportion of children and young people accessing services who are not White British is 53% which is significantly higher than the overall Bristol population (22%) and data on school pupils (38%). 11.5% of children accessing services are Black/Black British and 10.2% are Asian/Asian British, this compares to 6 and 5.5% of the Bristol population respectively.</p>
<p><a href="#">Census 2011</a> and <a href="#">Census 2021</a></p> <p><a href="#">2011 Census Key Statistics About Equalities Communities</a></p>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>
<p><a href="#">The population of Bristol</a></p> <p><a href="#">Bristol Key Facts 2022</a></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>

[Ward profile data \(bristol.gov.uk\)](http://bristol.gov.uk)

The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.

[Bristol Quality of Life Survey 2021-22](#)

The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.

The [Quality of Life 2021/22 data dashboard](#) highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7

Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-

Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

In BCC Children’s Services division overall female employees significantly overrepresented (80.7%), along with higher representation levels for older age groups.

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are ‘long-term sick’ and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

[Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities \(Oct 2022\)](#)  
[Cost of Living Risk Index \(arccgis.com\)](https://arccgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled

	<p>person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</p> <ul style="list-style-type: none"> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

With the exception of internal BCC staff working in internal Short Breaks services, we do not currently monitor information on sexual orientation, gender reassignment, religion or Marriage and Civil Partnership within the Short Breaks Service.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures. Further consultation will be undertaken on new proposals.

We carried out engagement with families in 2022 to gain feedback about satisfaction with existing services etc. which will be used to inform future recommissioning of Short Breaks.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

To inform the recommissioning of Short Breaks in 2024 there will be a full public consultation and co-production with children and families.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

The current Short Breaks Service is tasked to work with Children with Special Educational Needs and Disabilities, some of whom will be in care. Therefore, the proposal will directly impact on the protected characteristics age and disability.

As above, our diversity monitoring shows that Short Breaks are used more by children and families in areas of the Bristol with high than average levels of deprivation. Two thirds of service users are boys, and a higher proportion of children and families from minoritised ethnic backgrounds access Short Breaks in Bristol, compared to the overall population of Bristol.

A reduced budget will mean less capacity within the service and could result in staff redundancies or not filling vacant posts. The budget reduction is likely to affect the general short breaks offer and may result families being offered fewer short breaks per months. This in turn carries the risk of increased household stress leading to an increase in families reaching crisis and more children coming into care.

## Mitigations

Where funding is being reduced, we will take this as an opportunity to scope and draw on other sources of funding to maximise our 'One City' approach and look draw in additional funding streams. We have already submitted a successful bid to the Department for Education's Short Breaks Innovation Fund, to pilot a 12-month Short Breaks Bridging Service, and we will continue to search and work with city partners to apply for alternative funding streams that will increase total available expenditure.

Our Belonging Strategy: Belonging in the Community is a One City Plan that sets out our ambitions to work with the sector as a whole, to develop an offer that meets the needs of children and young people in all parts of the city. As part of this we will work with universal/mainstream services to ensure they are compliant with the equalities act and that their services are accessible by disabled children and young people.

At the end of this financial year, we expect to have some underspend within the Short Breaks Section 75 Budget, this is historic underspend from Covid when services had to close for several months. We will recoup all underspend before implementing cuts to services for 2023/24.

The short breaks offer is currently under review and due to be recommissioned for 1<sup>st</sup> April 2024, this provides us the opportunity to fully review and redesign services with children and their parents/carers to continue to meet needs at a reduced budget level. One example of this will be looking into increasing lower cost Early intervention and inclusion services to prevent escalation requiring expensive specialist services and multiagency intervention. New services will be co-produced with families and young people to ensure they are fit for purpose.

## PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:             <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were "not in education, employment or training" (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul> <p>Reduction in service capacity is likely to lead to either waiting lists, or a reduction in frequency of short breaks offered to children and young people. This could contribute to a higher number of families hitting crisis point and children and young people with disabilities coming into care.</p>
Mitigations:	<p>See general comments above</p> <p>We will seek to obtain additional funding streams, such as bidding to the Short Breaks Innovation Fund and ensure any underspend from 2022/23 is clawed back before directly reducing service provision in 2023/24. We will ensure all mainstream/universal services</p>

	comply with equalities laws and are accessible by children and young people with disabilities. We will ensure services work together to support families to ensure children can stay at home wherever safe, and that those coming into care are only children and young people who really need to.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	<p>See general comments above</p> <p>We will seek to obtain additional funding streams, such as bidding to the Short Breaks Innovation Fund and ensure any underspend from 2022/23 is clawed back before directly reducing service provision in 2023/24. We will ensure all mainstream/universal services comply with equalities laws and are accessible by children and young people with disabilities. We will ensure that disabled children young people are involved in any service redesign.</p>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As above boys are overrepresented and girls are underrepresented in current Short Breaks services</li> </ul>

	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The SouthWest average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to <a href="#">Page 50</a> and community support networks<sup>2</sup>.</li> </ul>

	<ul style="list-style-type: none"> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As above ethnic minoritised children and families are overrepresented in current Short Breaks services in Bristol</li> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> </ul>

	<ul style="list-style-type: none"> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> <li>• It is anticipated that the number of mixed / dual heritage young people will significantly have increased in the 2021 census.</li> </ul>
Mitigations:	
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As above children and families in Wards with higher levels of deprivation are overrepresented in current Short Breaks services</li> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>

Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Service reduction will impact on parent/carers of Disabled children who are currently accessing short breaks. A reduction in level of service could lead to increased stress for carers; research by the Universities of Cambridge and Birmingham has found that parents/carers of children with disabilities experience higher rates of anxiety and compared with parents of children who do not have a developmental disability. A reduction in caring breaks could exacerbate this.</li> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

A number of mitigations will be put in place to minimise the impact to young people as set out in section 3.1

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
Reductions to services will potentially lead to an increase in breakdowns in families and more disabled children and young people entering care. The risk will be mitigated by: <ul style="list-style-type: none"> <li>• Exploring alternative funding streams</li> <li>• Ensuring mainstream services are accessible.</li> <li>• Recommissioning the service in partnership with families exploring lower cost early intervention measures to reduce reliance on specialist services.</li> <li>• Utilising historic underspend accrued during covid where services had to close for several months.</li> </ul>
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
Contributes to a balanced budget.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council’s website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Gail Rogers	Ongoing
Undertake consultation on proposals	Gail Rogers	March 2023

## 4.3 How will the impact of your proposal and actions be measured?

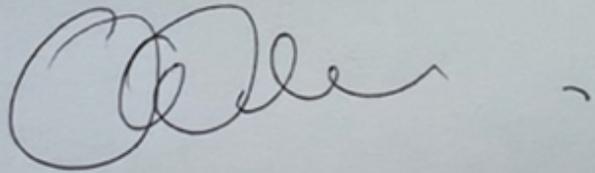
How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity <a href="https://www.bristol.gov.uk/equalities-policy">Equalities policy - bristol.gov.uk</a>
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The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Vanessa Wilson – Director of Children and Education Transformation
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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

	
Date: 17/1/2023	17/01/2023

# Equality Impact Assessment [version 2.10]



Title: Waste Fees and Charges	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Peter Anderson	Lead Officer name: Ken Lawson
Service Area: Waste	Lead Officer role: Strategic Client

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The council is proposing to increase the fees and charges associated with some elements of the waste services provided. This is needed to assist with the significant increase in costs of operating the waste and recycling services.

1 - Increase Garden waste service charge - Increase annual subscription to £50 annual payments, £47 direct debit payments and £24 for concessionary/reduced charge. Garden waste subscribers are currently charged a one-off fee of £21 for a 240-litre bin and a £32 annual service charge. A discount of £11 for a bin and £14 for the annual service charge applies for residents who receive income support, pension credits, housing or council tax benefits. There are approximately 31,000 subscribers across the city with 9% of the subscribers qualifying for the reduced charge.

2 - Bulky Waste Collection - Upholstered Furniture Charge - New regulations by the Environment Agency are increasing the cost for disposing of upholstered furniture containing chemicals that are Persistent Organic Pollutants used as fire retardants. The bulky waste collections service makes approximately 10,000 collections a year, and it is assumed 10% of these items arranged for collection are padded furniture. To assist with the increase in disposal charges to the council. It is proposed a per item charge is applied of £25 per sofa or armchair, and £50 for a three-piece suite. Currently residents can pay £25 for any three bulky items to be collected.

3 - Replacement Bin Charge - To introduce a charge for the replacement of lost and damaged wheelie bins, £28 per bin or £14 for residents on income support, pension credits, housing or council tax benefits. Applies to black bins and garden waste bins. Annually 5,400 bins replaced at cost of £28. Bins that require replacing due to the council causing damage will be replaced free of charge. Charges would apply to anyone who receives the kerbside waste service (approximately 150,000 households) and green waste collection service (approximately 31,000 households).

4 - Charging for processing and delivery of recycling containers – Introduce a charge for the administration and delivery of recycling containers. Charge will be up to £2.50 per container. There are approx. 105k containers delivered in a twelve-month period. By making a small charge for containers it will encourage residents to have greater ownership in preventing damage and return them to the property between collections preventing obstructions on the pavement. Containers broken by the activities of the collection service will be replaced free of charge

5- Charging for DIY waste at Recycling Centres - Introduction of DIY waste charges as follows: £2.9per sack of rubble, £4.50 per sheet of bag of plasterboard, £11 per bag/sheet of asbestos. The Authority has a legal obligation to provide Recycling Centre facilities for Household Waste free of charge. The legal definition of household waste does not include materials from the repair or improvement of houses such as soil, rubble, plasterboard, and asbestos i.e., DIY home improvement types of waste. The Recycling Centres accept approximately 25,000 bookings a month. Residents can visit three sites in, Avonmouth, St Phillips and Hartcliffe Way via car or van. Charging for DIY waste supports the polluter pays principle ensuring only those residents needing to dispose of this type of waste cover the cost of disposal, rather than all residents in the city through council tax who may not use the recycling centres themselves. The charges would contribute towards the cost of running the waste services and encourage residents to repair, reuse, or sell their rubble to people in need of these materials in the city.

6 - Charging for collection of Christmas Trees - Charge residents £5 for the collection of Christmas trees after Christmas. (Free collection for residents with garden waste service subscription). Bristol City Council has collected Christmas trees from the kerbside free of charge for many years. There is a cost to the council for providing collection vehicles and covering the cost of composting the trees. By making a charge for this service we hope to it will contribute towards these costs, reinforce the polluter pays principle ensuring that only residents wishing who have Xmas trees contribute, rather than all residents in the city whether they decide to dispose of their tree or not. The charge would also encourage residents to retain or recycle their trees either via home composting or taking to a recycling centre or community project for mulching.

7 – Charge Property Developers for Waste & Recycling Containers – Our service provider Bristol Waste Company will charge developers £75 per new house, and large bulk bins for flats at cost. This is to stop BWC incurring these costs. Cost of full suite of bins and containers for a house is £75 with delivery. The council estimates there to be approximately 1,000 houses online per annum. This will encourage developers to consider waste containment as an important part of design and build of properties.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
---	-----------------------------	-----------------

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																		
Garden waste analysis	Showed us how many people were currently applicable for the discounted price.																		
Garden waste survey	Told us what people think of the survey. Indicated overall satisfaction with the service, as long as the service collections happen. Increasing the cost of the subscriptions will allow the council to invest in additional resources in the spring and summer to improve this.																		
Bulky Waste Collection Data	Show the number of items collected in a year and that potentially 7602 of 28498 potentially fall into this category.																		
Replacement container report	Shows us how many bins and recycling containers are replaced every year.																		
<a href="http://bristol.gov.uk">Quality of Life in Bristol Survey</a>	<p>There are significant differences in the extent to which Bristol residents are satisfied with the general household waste service, depending on their characteristics, circumstances, and where they live:</p> <table border="1"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% satisfied with the general household waste service</th> </tr> </thead> <tbody> <tr> <td><b>Characteristic</b></td> <td><b>% Percentage</b></td> </tr> <tr> <td><b>Bristol Average</b></td> <td><b>70.7</b></td> </tr> <tr> <td>Most Deprived 10%</td> <td>60.6</td> </tr> <tr> <td>16 to 24 years</td> <td>58.2</td> </tr> <tr> <td>50 years and older</td> <td>73.7</td> </tr> <tr> <td>65 years and older</td> <td>77.2</td> </tr> <tr> <td>Female</td> <td>74.5</td> </tr> <tr> <td>Male</td> <td>67.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% satisfied with the general household waste service	<b>Characteristic</b>	<b>% Percentage</b>	<b>Bristol Average</b>	<b>70.7</b>	Most Deprived 10%	60.6	16 to 24 years	58.2	50 years and older	73.7	65 years and older	77.2	Female	74.5	Male	67.0
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16 to 24 years	58.2																		
50 years and older	73.7																		
65 years and older	77.2																		
Female	74.5																		
Male	67.0																		

Disabled	65.8
Black, Asian and minority ethnic	69.3
Asian/Asian British	74.2
Black/Black British	63.1
Mixed/Multiple ethnic groups	66.5
White	71.4
White Minority Ethnic	62.9
White British	72.7
Christian	72.1
Other religion	65.4
No religion or faith	70.6
Single parent	65.7
Two parent	72.0
No qualifications	65.1
Owner Occupier	74.6
Rented from housing association	59.6
Rented from the council	55.9
Rented from private landlord	65.8
Non degree qualifications	63.9
Degree qualifications	74.1
Part-time carer	71.7
Full-time carer	61
Carer (All)	69.2
Parents (All)	<u>71.3</u>
Lesbian, Gay or Bisexual	65.2

Ward	% Percentage
Central	52.5
Stockwood	58.9
Hartcliffe and Withywood	60.3
Hengrove and Whitchurch Park	62.3
Hotwells and Harbourside	65.5
Bishopsworth	65.7
Southmead	66.9
Avonmouth and Lawrence Weston	67.1
St George Central	67.2
Lawrence Hill	67.7
Southville	67.8
Ashley	68.0
Cotham	68.0
St George West	68.0
Clifton Down	70.2
Horfield	70.5
Filwood	70.8

	St George Troopers Hill	71.0	
	Hillfields	72.3	
	Stoke Bishop	73.5	
	Brislington East	74.2	
	Brislington West	74.4	
	Lockleaze	74.8	
	Henbury and Brentry	76.1	
	Eastville	76.1	
	Redland	76.5	
	Easton	76.8	
	Frome Vale	77.0	
	Clifton	77.1	
	Windmill Hill	79.8	
	Westbury-on-Trym and Henleaze	80.5	
	Knowle	80.6	
	Bishopston and Ashley Down	81.5	
	Bedminster	83.4	
<b>Additional comments:</b>			

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Aside from the green waste subscription data there is currently no data on the proportion of people affected by the changes are from the above characteristics. The services are provided to houses in city where wheelie bin containers are located and does not require any knowledge of people's protected characteristics.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

No consultation with external stakeholders has been included during the assessment. For garden waste subscribers a survey was sent to a random sample of 500 bin subscribers in 2022, the council received 54 responses, 3 of those responded as being eligible for the discounted rate.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

A communications plan and public engagement strategy will be rolled out following approval to ensure all the changes are provided to residents in advance of changes being made.

## Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

- 1 Increase Garden waste service charge – The increase in charge will impact existing or new subscribers to the optional garden waste service. There will be a discounted rate for qualifying residents as described above. Residents are also able to dispose of green waste at one of three recycling centres in the city free of charge, although this will require the use of a motor vehicle. The increase in charge may encourage residents to opt out of the service.
- 2 Bulky Waste Collection - Upholstered Furniture Charge – Bulky Waste is collected free of charge from Bristol Council Housing properties, under this proposal this will continue. The proportion of bulky waste collected estimated to include upholstered furniture is 27% and so overall the impact will only be for these items. Residents will be able to bring these items to the recycling centres for disposal free of charge, although transport will be required.
- 3 Replacement Bin Charge – data shows that annually 5,400 are replaced, in the context of approximately 150,000 properties that receive the service this highlights that relatively few people (3.6% of households) will be affected by the charges each year. For those residents on income support, pension credits, housing or council tax benefits they will be charged the lower fee of £14 for a bin.
- 4 Charging for processing and delivery of recycling containers – These charges will affect anyone on low incomes however these are one off charges for replacement containers.
- 5 Charging for DIY waste at Recycling Centres – these charges will affect anyone in the city looking to bring these materials to the recycling centre. However, the scheme is likely to encourage residents to reuse materials, or donate them where possible, which provides a cheaper solution from bringing them to the recycling centre.
- 6 Charging for collection of Christmas Trees - Currently this service is available to everyone free of charge who wishes to dispose of their Xmas tree. The charge is one off and is optional in that residents can choose to retain their tree, or seek to dispose of it at the recycling centre free of charge.

7 Charge Property Developers for Waste & Recycling Containers – this is a charge which will be made to developers on completion of properties. As such it will not affect residents.

At this stage we have not identified any significant negative impact from the proposal. However we are aware of existing issues for people on the basis of their protected characteristics which will aim to address where possible. We will ensure that there are inclusive communications about the changes in Plain English with all communications made available through the translation service.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	The Quality of Life in Bristol Survey tells us that less than half of older people 65+ in Bristol are comfortable using digital services
Mitigations:	We will continue to provide the Customer Contact Centre service for resident reporting service issues.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Religion or Belief</b>	
Potential impacts:	
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

**OTHER RELEVANT CHARACTERISTICS**

<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Areas of the city with high deprivation and low participation in recycling
Mitigations:	Communications and engagement will be focussed on known areas of low participation to ensure residents are ready and have the right containers to use the services and are aware of any discounted rates that are available. We will also make it easier for residents on low incomes to prove they are eligible by providing more ways for them to do this, either online or on the phone (currently only on the phone).
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Overall, the service proposals will limit the cost exposure to the council for providing services and focus the charges on those requiring the services. This will allow the council to offset some of the cost of waste services to the taxpayer.

The service change will encourage people to think about what they throw away and encourage reuse and recycling. Re-using or passing on household items has a wider social benefit to communities as people maximise the product life cycles and save money on purchasing new items.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
--

No significant negative impact identified – we will ensure communications about any changes are inclusive and accessible
--

<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
--

The proposal will lead to overall improvements in the service which will benefit all groups.
--

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
None identified		

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

We will monitor the service data annually to determine whether people are being disproportionately affected by the changes.
---

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b>  Director, Property, Assets and Infrastructure
Date: 17/1/2023	Date: 19/01/23

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



Title: GR2.1 City Transport Discretionary Activities	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: EoP	Lead Officer name: Adam Crowther
Service Area: City Transport	Lead Officer role: Head of Service

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### City Transport Proposal

Reduce the City Transport budget by focusing on statutory areas and making reductions in discretionary activities, including transport studies, and reviewing our approach to income and expenditure on bus-shelters and bus-stops:

- Bus shelter contract £100k contract inflation additional income
- Transport Studies £190k, replace with £1m **Page 65** to cover 5 years

- Trains £10k (as above)
- Bus stop closure additional income £100k
- Res Parking review budget reduced by £50k
- Minor bus stop maintenance budget reduced by £60k
- Road safety Education, Training and Promotion budget reduced by £30k

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

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For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="624 1346 1469 2114"> <thead> <tr> <th data-bbox="624 1346 951 1435">Quality of Life Indicator</th> <th data-bbox="951 1346 1469 1435">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="624 1435 951 1480">16 to 24 years</td> <td data-bbox="951 1435 1469 1480">12.5</td> </tr> <tr> <td data-bbox="624 1480 951 1525">50 years and older</td> <td data-bbox="951 1480 1469 1525">6.7</td> </tr> <tr> <td data-bbox="624 1525 951 1570">65 years and older</td> <td data-bbox="951 1525 1469 1570">3.2</td> </tr> <tr> <td data-bbox="624 1570 951 1615">Female</td> <td data-bbox="951 1570 1469 1615">8.6</td> </tr> <tr> <td data-bbox="624 1615 951 1659">Male</td> <td data-bbox="951 1615 1469 1659">8.5</td> </tr> <tr> <td data-bbox="624 1659 951 1704">Disabled</td> <td data-bbox="951 1659 1469 1704">21.6</td> </tr> <tr> <td data-bbox="624 1704 951 1749">Asian /Asian British</td> <td data-bbox="951 1704 1469 1749">9.9</td> </tr> <tr> <td data-bbox="624 1749 951 1794">Black/Black British</td> <td data-bbox="951 1749 1469 1794">19.8</td> </tr> <tr> <td data-bbox="624 1794 951 1906">Mixed/Multiple Ethnicity</td> <td data-bbox="951 1794 1469 1906">16.3</td> </tr> <tr> <td data-bbox="624 1906 951 1951">White British</td> <td data-bbox="951 1906 1469 1951">7.8</td> </tr> <tr> <td data-bbox="624 1951 951 1995">White Minority Ethnic</td> <td data-bbox="951 1951 1469 1995">8.4</td> </tr> <tr> <td data-bbox="624 1995 951 2040">Lesbian Gay or Bisexual</td> <td data-bbox="951 1995 1469 2040">12.7</td> </tr> <tr> <td data-bbox="624 2040 951 2114">No Religion or Faith</td> <td data-bbox="951 2040 1469 2114">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

There are also significant disparities in the extent to which Bristol citizens say transport issues stop them from getting involved in their community based on their characteristics and circumstances:

Quality of Life Indicator	% for whom transport issues stop them from getting involved in their community
Bristol Average	10.2
Most Deprived 10%	13.6
16 to 24 years	18.2
50 years and older	10.2
65 years and older	12.6
Female	12.2
Male	8.2
Disabled	24.3
Black, Asian and minority ethnic	17.7
Asian/Asian British	12.1
Black/Black British	12.8
Mixed/Multiple ethnic groups	21.8
White	9.3
White Minority Ethnic	12.7
White British	8.8
Christian	10.1
Other religion	12

No religion or faith	9.5
Single parent	10.8
Two parent	5.0
No qualifications	14.3
Owner Occupier	6.8
Rented from housing association	18.4
Rented from the council	16.7
Rented from private landlord	17.2
Non degree qualifications	9.6
Degree qualifications	9.9
Part-time carer	8.8
Full-time carer	20
Carer (All)	11.5
Parents (All)	<u>5.7</u>
Lesbian, Gay or Bisexual	17.5

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

Characteristic	City Transport Service (all teams)	BCC headcount %	Bristol Working Age Population (16-64)
Age 16-29	19.5%	12.2%	39.0%
Age 30-39	20.1%	22.0%	24.0%
Age 40-49	27.9%	24.4%	16.0%
Age 50-64	32.5%	41.4%	21.0%
Age 65+	6.7%	3.4%	-
Disabled	5.8%	9.0%	12%
Asian / Asian British	1.9%	2.9%	5.8%

Black / Black British	5.8%	5.1%	5.3%
Mixed ethnicity	3.2%	3.6%	2.9%
Other ethnic groups	0.6%	0.4%	1.0%
White	77.3%	79.8%	85.0%
Female	44.8%	60.1%	49.0%
Male	53.9%	39.3%	51.0%
Use another gender term	0%	0.2%	-
Christian	20.8%	25.9%	43.5%
Other religion/belief	6.5%	6.6%	7.3%
No religion/belief	42.9%	41.9%	41.5%
Lesbian, Gay or Bisexual	3.2%	5.9%	9.1%
Trans	0.0%	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

[Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities \(Oct 2022\)](#)  
[Cost of Living Risk Index \(arccgis.com\)](#)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are disabled people or someone living with a Disabled

	<p>person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</p> <ul style="list-style-type: none"> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

**Bus shelter contract £100k contract inflation additional income** we do not anticipate any significant equality impact for citizens/service users from this revenue generated from bus shelter advertising.

**Transport Studies £190k, replace with £1m CAZ income to cover 5 years** we do not anticipate any significant equality impact for citizens/service users from this use of CAZ income.

**Trains £10k - (as above)** we do not anticipate any significant equality impact from this saving for citizens/service users

**Bus stop closure additional income £100k** We do not anticipate any equality impact from this revenue generated when e.g. utility companies have to close parts of roads to carry out works and we charge them for temporary bus stops etc.

**Residential Parking review budget reduced by £50k** We do not anticipate any significant equality impact for citizens/service users from this savings because we do not anticipate as much future requirement to carry out RPZ reviews as previously.

**Minor bus stop maintenance budget reduced by £60k** This savings proposals will not affect bus shelters or other transport infrastructure such as CCTV which could have a significant impact on accessibility and safety. However it may impact the maintenance of e.g. bus stops with a pole, flag and timetable case, and a reduced budget may delay accessibility improvements. Our priority will be to ensure that bus stops are functional with clear timetable information as appropriate.

**Road safety ETP budget reduced by £30k** – This proposal relates to Education, Training and Publicity work (not crossing patrol) where the council promotes e.g. road safety and confident cycling etc. through targeted engagement with school-age children and wider campaigns. A budget reduction would limit the range of this work, and would be likely to have a disproportionate impact on children and young people, including those from more deprived areas with statistical disparities in pedestrian injuries.

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the

risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

**Workforce changes** Where budget proposals are likely to impact on our workforce we will carry out consultation in line with the Council’s Management of Change process and seek advice from HR and the Equality and Inclusion Team to mitigate risks of discrimination. For any savings which are likely to lead to changed job roles for our employees we will: use positive action initiatives as appropriate to address under representation across the workforce; advertise any new job opportunities in a range of ways to ensure a wide pool of applicants; review job paperwork including job descriptions and employee specification to make they are only for the skills, experiences and qualities needed to do the job and there are no discriminatory statements, requirements; and check tests, assessments and interview processes are accessible and transparent.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Road Safety ETP budget provides a variety of services and functions that improve road safety which has a disproportionate impact on younger age groups and those from more deprived areas</li> <li>• Younger people are more likely to use the bus than some other age groups</li> </ul>
Mitigations:	See general comments above <ul style="list-style-type: none"> <li>- Utilise road safety camera reserve to cover ETP budget reduction for 4 years</li> <li>- Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Older people are more likely to use the bus than some other age groups</li> </ul>
Mitigations:	See general comments above <ul style="list-style-type: none"> <li>- Utilise road safety camera reserve to cover ETP budget reduction for 4 years</li> <li>- Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Reduction in bus stop maintenance budget may delay accessibility improvements</li> </ul>
Mitigations:	See general comments above <ul style="list-style-type: none"> <li>- Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Failure to address safety concerns on public transport and infrastructure has a disproportionately negative impact on women and girls as they are less safe and feel less safe, and are more likely to be victims of harassment and abuse</li> </ul>

Mitigations:	<ul style="list-style-type: none"> <li>See general comments above. Ensure that any changes of bus stops including temporary changes due to disruption during works are well publicised in advance and information is sent to update phone apps etc.</li> </ul>
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li></li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>Reduction in bus stop maintenance budget may delay accessibility improvements</li> </ul>
Mitigations:	See general comments above <ul style="list-style-type: none"> <li>Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li></li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>Reduction in bus stop maintenance budget may delay accessibility improvements</li> <li>Road Safety ETP budget provides a variety of services and functions that improve road safety which has a disproportionate impact on younger age groups and those from more deprived areas</li> </ul>
Mitigations:	See general comments above <ul style="list-style-type: none"> <li>Utilise road safety camera reserve to cover ETP budget reduction for 4 years</li> <li>Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li></li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> </ul>

	<ul style="list-style-type: none"> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> <li>• Reduction in bus stop maintenance budget may delay accessibility improvements</li> <li>• Road Safety ETP budget provides a variety of services and functions that improve road safety which has a disproportionate impact on younger age groups and those from more deprived areas</li> </ul>
Mitigations:	<p>See general comments above</p> <ul style="list-style-type: none"> <li>- Utilise road safety camera reserve to cover ETP budget reduction for 4 years</li> <li>- Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Reduction in bus stop maintenance budget may delay accessibility improvements</li> <li>• Road Safety ETP budget provides a variety of services and functions that improve road safety which has a disproportionate impact on younger age groups and those from more deprived areas</li> </ul>
Mitigations:	<p>See general comments above</p> <ul style="list-style-type: none"> <li>- Utilise road safety camera reserve to cover ETP budget reduction for 4 years</li> <li>- Seek to replace bus stop budget reduction using capital funds</li> </ul>
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Reduction in bus stop maintenance budget may delay accessibility improvements. Road Safety ETP budget provides a variety of services and functions that improve road safety which has a disproportionate impact on younger age groups and those from more deprived areas. We will utilise road safety camera reserve to cover ETP budget reduction for 4 years. We will seek to replace bus stop budget reduction using capital funds

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

None identified

**4.2 Action Plan**

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

**4.3 How will the impact of your proposal and actions be measured?**

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 20/12/2022	Date: 5.1.2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



Title: GR4	
We will review the Economic Development Service and functions to deliver a service to businesses in Bristol which runs at a lower cost.	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth and Regeneration	Lead Officer name: Anesa Kritah
Service Area: Economic Development	Lead Officer role: Head of Economic Development

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

**Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

This proposal sets out steps to reducing the General Fund budget allocated to the economic development service by 190K from both the operating budget for the service and core staffing budget.

We have reviewed commitments against the operating budget and reduced this by 60K to 30K per year, which will cover only critical service costs relating to legal advice for BID re-ballots, design costs for

marketing and inward investment and essential subscription to city level business start up and liquidation data.

We will increase management recharges to the markets service income and increase staff recharges to services and interventions funded through new funding coming forward under UKSPF – to more accurately reflect staff time spent managing services and delivery funded through income and/or external funding.

We will also review any fixed term contracts which are covering permanent posts funded through General Fund. However, all fixed term posts will run to the end of current contracts.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

We don't anticipate any significant workforce changes through these savings proposals over the next 3 years. Savings will be met through more accurately recharging staff time (for staff funded through general fund) to income and externally funded services and interventions. There is the opportunity to reset these arrangements through new services and interventions being developed through funding proposals being development under UK Shared Prosperity Funding.

All fixed term contracts within the service will run to end of current contract terms.

The reduction in the service operating budget means that only critical activities will be funded, this includes existing commitments for 23/24. This will reduce resources and capacity to be able to respond to new and emerging issues and increases the need to identify and prioritise further external funding opportunities and build project/operating costs into new interventions, which can be externally funded.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 6/1/2023	Date: 6.1.2023

# Equality Impact Assessment [version 2.10]



Title: GD05 Sustainable City and Climate Change	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Economy of Place	Lead Officer name: Alex Minshull
Service Area: City Innovation and Sustainability	Lead Officer: Sustainable City and Climate Change Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but delivers against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

This proposal will reduce the revenue budget of the service by 30% and will aim to maintain the capacity and capability of the service through the use of one-off reserve funding and external funding bid.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

The reduction in revenue expenditure will be met through use of reserves and external funding. No staff will be made redundant, and we do not anticipate any reduction in service delivery which would have a disproportionate impact on equalities communities.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> J.R Smith
Date: 13/01/2023	13.1.2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: GR7 Temporary Accommodation and Homelessness	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth & Regeneration	Lead Officer name: Paul Sylvester
Service Area: Housing & Landlord Services	Lead Officer role: Head of Housing Options

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

This proposal is to reduce expenditure on Temporary Accommodation by £5 million over 3 year. To do this we will implement the following:

1. Allocate general needs housing into Temporary Accommodation at a pace to be determined up to a ceiling of 200.
2. Increase the supply of supported exempt accommodation delivered by Registered Providers.
3. Re-allocate HRA capital funding to focus on delivery of new Temporary Accommodation.
  - 3a. Deliver 100 units of modular homes on council land per annum for Temporary Accommodation. This may include car parks other opportunities have been identified. (In addition, it may include the reallocation of modular homes currently in the new build programme)
  - 3b. Convert 100 properties from the council disposal list for Temporary Accommodation. This will not generate a capital receipt for the General Fund.
4. Refurbish 24 hospital trust properties for use as Temporary Accommodation

The proposal links into the following elements of our Corporate Strategy:

HC1 - Housing supply: This proposal will reduce availability of general needs housing as it will be used for Temporary Accommodation, however more supported accommodation will be delivered.

HC2 - Low or zero carbon homes: New builds and refurbishments will increase the number of low carbon homes.

HC3 - Homelessness: Cost effective Temporary Accommodation for people who are homeless will increase.

Housing Revenue Capital Strategy:

The investment programme is driven by the 30-year HRA Business Plan which is reflected in a rolling 5–10-year outlook based on stock condition and planned projects. Temporary Accommodation will be prioritised and delivered through the investment programme.

**a. Who will the proposal have the potential to affect?**

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

**b. Will the proposal have an equality impact?**

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](https://www.bristol.gov.uk/data-statistics-intelligence). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="https://www.bristol.gov.uk">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life Survey 2021-22</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.  The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of

	<p>Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.</p>
<p><u><a href="#">Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</a></u></p> <p><u><a href="#">Cost of Living Risk Index (arccgis.com)</a></u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>																																																
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>																																																
Housing Support Register	Case specific database for at risk and vulnerable citywide Homelessness prevention placements																																																
Housing Register Data diversity monitoring ( <i>all households who have applied for social housing in Bristol</i> )	<table border="1"> <tr><td>Under 18</td><td>0.2%</td></tr> <tr><td>18-25</td><td>11.6%</td></tr> <tr><td>26-35</td><td>29.7%</td></tr> <tr><td>36-45</td><td>26.2%</td></tr> <tr><td>46-55</td><td>15.8%</td></tr> <tr><td>56-65</td><td>10.1%</td></tr> <tr><td>66-75</td><td>4.2%</td></tr> <tr><td>Over 75</td><td>2.3%</td></tr> <tr><td>Female</td><td>58.3%</td></tr> <tr><td>Male</td><td>41.5%</td></tr> <tr><td>Prefer not to say</td><td>0.3%</td></tr> <tr><td>Asian or Asian British</td><td>5.4%</td></tr> <tr><td>Black or Black British</td><td>16.3%</td></tr> <tr><td>Mixed / multiple ethnicity</td><td>5.5%</td></tr> <tr><td>White British</td><td>60.0%</td></tr> <tr><td>White Other</td><td>8.1%</td></tr> <tr><td>Other Ethnic Background</td><td>2.4%</td></tr> <tr><td>Disabled person</td><td>44.2%</td></tr> <tr><td>LGBQ+</td><td>6.4%</td></tr> <tr><td>Christian</td><td>25.5%</td></tr> <tr><td>Other faith group</td><td>18.5%</td></tr> <tr><td>No religion</td><td>37.8%</td></tr> <tr><td>Trans</td><td>0.4%</td></tr> <tr><td>Pregnant</td><td>1.8%</td></tr> </table>	Under 18	0.2%	18-25	11.6%	26-35	29.7%	36-45	26.2%	46-55	15.8%	56-65	10.1%	66-75	4.2%	Over 75	2.3%	Female	58.3%	Male	41.5%	Prefer not to say	0.3%	Asian or Asian British	5.4%	Black or Black British	16.3%	Mixed / multiple ethnicity	5.5%	White British	60.0%	White Other	8.1%	Other Ethnic Background	2.4%	Disabled person	44.2%	LGBQ+	6.4%	Christian	25.5%	Other faith group	18.5%	No religion	37.8%	Trans	0.4%	Pregnant	1.8%
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Abritas	Case specific database for citywide Homelessness Prevention Service to capture those assessed under the Homelessness Reduction Act - linked to gov.uk HCLIC																																																
Joint Strategic Needs Assessment	Citywide quarterly data, population, housing, health																																																

National Statistics (Department of Levelling up Housing and Communities)	National Homelessness Data from quarterly returns by local government through H-CLIC returns
Homelessness Trends	Quarterly report on citywide homeless trends
Rough Sleeping Snapshot	Citywide monthly and annual street count reported to gov.uk
Population -Bristol Key Facts 2021 (March 2021 Update)	<p>The population of Bristol is estimated to be 465,900 and is expected to increase over the 25-year period (2018-43) to 532,700. This is a 15% increase and is higher than the 10% increase forecast for England. The proportion of the population who are not 'White British' has increased from 12% to 22% of the total population.</p> <p>The population of Bristol has become increasingly diverse and some local communities have changed significantly. There are now at least 45 religions, at least 187 countries of birth and at least 91 main languages spoken.</p> <p>Bristol has a relatively young age profile with more children aged 0-15 than people aged 65 and over.</p> <p>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1% (Hartcliffe, Withywood and Lawrence Hill)</p>
Housing -Bristol Key Facts 2021 (March 2021 Update)	<p>There are 203,490 homes in Bristol, and the average house price £309,800 against an England average of £261,900. Bristol earnings are similar to the national average resulting in affordability issues. The high cost of housing drives higher rents, meaning that housing outside of the social rented sector is becoming increasingly unaffordable.</p> <p>Bristol's tenure mix is 53% Owner Occupied, 29% Private Rented and 18% Social Rented</p>
Housing Register data	<p>Over representation of Black and minoritised ethnic people – 37.7% of households on the Housing register</p> <p>Over representation of Disabled people – 44.2% of households on the Housing Register identify as having a disability or long term health condition</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation.

We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

Data collected for the homelessness review in 2017 indicated that there were gaps in existing ethnicity data, with ethnicity not always stated or recorded. The recording of data has improved, and the data shows that Black, Asian and minority ethnic homelessness applicants are over-represented compared to their relative proportion in the Bristol Community as a whole.

We also know that there are gaps in our data relating to sexual orientation with 13.4% of households on the Housing Register preferring not to say.

In general, we acknowledge that there are gaps in our knowledge about the future demands on homelessness services as it affects a range of equalities groups and will be looking to improve the range of equalities data we gather, both as a local authority and through the homelessness services we commission.

## **2.4 How have you involved communities and groups that could be affected?**

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## **2.5 How will engagement with stakeholders continue?**

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

##### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

The main impact is on households on the Housing Register with a home choice application who are bidding on social housing properties. The initiative which looks to convert some general needs council housing into Temporary Accommodation will reduce the availability of properties for households to bid on, leading to longer average waiting times to be rehoused. Whilst overall there will be fewer properties available for long term housing, Black / Black British people and Disabled people who are overrepresented in Housing Register diversity data are also overrepresented in homelessness prevention accommodation and waiting lists, so we do not anticipate a disproportionately negative impact from the reallocation of general needs housing into Temporary Accommodation on this basis.

For any conversion of properties from the council disposal list, and refurbishment of hospital trust properties we will ensure there is a wide range of property/locations (and property details are accurately recorded) with a suitable proportion of accessible and adaptable properties, and sufficient properties for larger families. We will also ensure that accommodation is culturally appropriate and near to support networks. Individual conversion schemes will be subject to separate equality analysis and will be centred around the specific needs of the homelessness client cohort.

For new units of modular homes on council land we are aware that in some instances accommodation may not always have ground floor access or be fully accessible for Disabled people with mobility impairments. However, whilst not suitable for all we will ensure as above there is a sufficient range of more accessible accommodation and always use client needs as a basis to determine placement.

We anticipate a positive impact from increasing the supply of supported exempt accommodation delivered by Registered Providers, because most temporary accommodation is currently unsupported, and this will promote a higher standard of overall support for service users.

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the

proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Single households and younger people overrepresented in Bristol homelessness (linked to mortality rates)</li> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:               <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 44.2% of applicants on the Housing Register are from a household with a Disabled person or someone with a long term health condition. The impact will depend on the scale of the temporary reduction in supply of affordable housing</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Properties that are accessible for Disabled clients with physical impairments will, on the whole, not be converted into Temporary Accommodation unless it meets the needs of homeless clients with disabilities</li> </ul>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 58.3% of all applicants for social housing in Bristol are female</li> <li>• In recent years there has been higher levels of women in local homelessness presentation (18-20%)</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> </ul>
Mitigations:	See general comments above

<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 37.7% of households on the Housing Register are from Black and minoritised ethnic backgrounds</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> </ul>

	<ul style="list-style-type: none"> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers.</li> </ul>
Mitigations:	See general comments above

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

The significant negative impact is on households on the Housing Register who are not homeless. There will be a temporary reduction in supply of affordable housing for non-homeless clients as we create an in-house portfolio of Temporary Accommodation.

The scale of the impact will be mitigated by limiting the number of properties that are converted into Temporary Accommodation, whilst achieving the necessary reduction in expenditure.

Properties that are accessible for Disabled with physical impairments will generally not be converted into Temporary Accommodation.

The impact will be felt over a period of 3 years

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Changing some of the Temporary Accommodation provision from private organisations to in-house or delivered by Registered providers will improve standards.

Bringing on-line additional Temporary Accommodation with support will have a positive impact on clients with support needs

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
We are in the process of conducting further detailed needs analysis to inform implementation of this proposal	Paul Sylvester	Q4 2022-23
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Paul Sylvester on behalf of Donald Graham, Director for Housing & Landlord Services 
Date: 6/1/2023	Date: 19/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: GR015 Highways and CAZ Funding	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: G&R Management of Place	Lead Officer name: Shaun Taylor
Service Area: Traffic and Highways Maintenance	Lead Officer role: Acting Head of Service for Traffic and Highways Maintenance

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

To use income from CAZ to fund highways maintenance repairs as per the charging order for the CAZ project. Therefore there is no expected effect on the service delivery to users of the highway as the funding will be replaced at a budget level.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: No one such be affected by this proposal		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

We have not identified any equality impact from the proposal. There is no impact to service delivery as this is a full replacement of funding.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 16/12/2022	16/12/2022

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P1 Bristol Community Links	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Tony Sanderson
Service Area: People	Lead Officer role: Project Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges, we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely

Bristol City Council (BCC) commissioned Mutual Ventures (MV) in 2021 to appraise cost efficiency and the impact of five in house adult social care services. Costs for the five services was identified as c£15m. This report solely looks at Bristol Community Links (BCL), with a reported annual cost of c£3m. Saving target of £1m has been set against this project. (£500k 2023/24 & £500k 2024/25). In addition a further £500k saving is being proposed.

BCL in its current guise continues to offer traditional building-based day care services, for circa 60 people with learning disabilities. In addition, BCL service users can also gain access to more universal services. At the time of the MV report BCL operated from 3 buildings across Bristol. The impact of Covid has resulted in the service now operating out of two buildings North and South the third building Central will be decommissioned in due course.

This phase of the project will explore in-depth four business areas :

1. The BCL operating model and service users will undergo an in-depth options appraisal to determine the viability of the service remaining in house, being outsourced or a hybrid solution developed,
2. Commissioners to review wider day opportunities across Bristol and confirm lead in times,
3. Work in tandem with the corporate building rationalisation programme to determine the future use of the buildings,
4. Develop opportunities models around the future cafés function at BCL,

A report will be sent to decision makers in January 2023 to decide how to proceed with the project. This is at the exploratory stage of the project and no there is no predetermination on any of the proposals. Additional options could still be explored as part of the consultation process.

With all the options the future use of the cafés and the building are being considered:

The aim of this assessment is:

- To assess the equalities impact of these proposals on service users and other existing building users.
- To ensure decision makers have appropriate information about equalities impacts on this decision and understand their responsibility to pay due regard to this information and exercise it in practice
- To develop and implement a process to assess the impact of the planned changes to building usage, specifically on Equality Act protected characteristic groups

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

There are two groups who are likely to be affected by this change:

- BCL service staff
- Service users, and their carers / families

We have considered the effect on these different groups based on the following factors:

- Access
- Outcomes
- Experience / Satisfaction

*More text to be added once decision route decided*

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g., quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**       **No**      [please select]

Service users and staff all of the proposals will affect the staff group and any service users who remain at the point of the decision.

*More text to be added once decision route decided*

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g., from national or local research, available data or previous consultations and engagement activities.

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>														
<p><a href="#">Census 2011</a> and <a href="#">Census 2021</a></p> <p><a href="#">2011 Census Key Statistics About Equalities Communities</a></p>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>														
<p><a href="#">The population of Bristol</a></p> <p><a href="#">Bristol Key Facts 2022</a></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>														
<p><a href="#">Ward profile data (bristol.gov.uk)</a></p>	<p>The Ward Profiles provide a range of datasets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>														
<p><a href="#">Bristol Quality of Life Survey 2021-22</a></p>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example, there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="448 1749 1142 2123"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td>16 to 24 years</td> <td>12.5</td> </tr> <tr> <td>50 years and older</td> <td>6.7</td> </tr> <tr> <td>65 years and older</td> <td>3.2</td> </tr> <tr> <td>Female</td> <td>8.6</td> </tr> <tr> <td>Male</td> <td>8.5</td> </tr> <tr> <td>Disabled</td> <td>21.5</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.5
Quality of Life Indicator	% who find it difficult to manage financially														
16 to 24 years	12.5														
50 years and older	6.7														
65 years and older	3.2														
Female	8.6														
Male	8.5														
Disabled	21.5														

Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with

[sharepoint.com](https://sharepoint.com)  
[internal link only]

[Equality and Inclusion annual progress report 2021-22](#)

[bristol.gov.uk](https://bristol.gov.uk)  
Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics](#)  
[nomisweb.co.uk](https://nomisweb.co.uk)

[Business demography, UK - Office for National Statistics](#)  
[ons.gov.uk](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the Southwest (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are ‘long-term sick’ and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the Southwest (24.4%) and nationally (25.8%).

In 2020 (most recent data) the Southwest continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

<p><u><a href="#">Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</a></u></p> <p><u><a href="#">Cost of Living Risk Index (arcgis.com)</a></u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> </ul> <p><b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost-of-living crisis.</p>
<p><u><a href="#">An evaluation of the Bristol Race Equality Covid-19 Steering Group</a></u></p> <p><u><a href="#">Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE</a></u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p>

<p><u>sector and what the future should be – Black Southwest Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>Service users</p>	<p>TBC on situation when decision has been made / linked to if there will be any service users in the centre. Note a decision has been taken not accept any more service users at this time</p>

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g., pregnancy/maternity). For smaller teams' diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g., for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

There are some gaps in diversity data at a local and national level. ASC collects equalities data at the point of assessment and referral for service users, but this is not always shared at a local level although managers can look this up on LAS database. We do not currently undertake any analysis of equality data at a local level.

There is a corporate approach to diversity monitoring for service users and our workforce, however there are differences in the quality of available evidence across various council service areas. See [Why we collect equalities information about our services \(sharepoint.com\)](#)

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g., staff-led groups and trades unions as well as affected staff.

### Public consultation

Unknown at present – awaiting decision outcome.

### Staff groups

No staff communication has taken place on the potential options to date; however, all options will affect staffing levels to some degree, so consultation will need to commence.

### Trade Unions:

Trade union representatives will be included in briefings and staff meetings (in addition to scheduled Joint Consultative Committees).

Via and agreed coms plan which be developed once the approved option is agreed in January 2023

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

- The main staff and trade union consultation will take place after any decision, in line with the Council's Managing Change policy. This will include dedicated briefings and 1:1 session where required
- There will be detailed implementation plans in place for both the staff changes and service delivery, which will be finalised following a Cabinet decision
- Staff engagement plan – more detail to follow once decision is made

- We will seek regular feedback from staff / service users / providers, conduct regular meetings with staff / service users / providers, and compliance inspections.

We will:

Update this EQIA once an agreed coms plan has been developed in January 2023

### Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

Unknown at present – awaiting decision outcome. Some draft text below – to be amended / deleted as appropriate on decision.

There are two groups who are likely to be affected by this change:

- Bristol Community Links staff
- Service users, and their carers / families

We have considered potential adverse impact on these different groups based on the following factors:

- Outcomes
- Experience / Satisfaction

Bristol Community Links staff:

- **Outcomes**
- TBC once decision is made
- **Experience / Satisfaction**
  - Potential redundancy situation for some / all staff
  - Changing to a new employer (although terms and conditions will remain the same), could be difficult for some of the workforce.

This section will be further developed

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Potential impacts:	
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Mitigations:	Clients are young adults
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<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> <li>○ Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> </ul> </li> </ul> <p>We must factor aging and the needs of older people into long term budgeting and service design</p> <p><u>Staff:</u> The majority of the workforce are elderly. The impact of large -scale change may be felt more by those who have worked in the service for a long time.</p>
Mitigations:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and a have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g., opening / working times.</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g., extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> </ul>

	<p>Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</p> <p>We include suitability for shared accommodation in triage and risk assessment. Where possible young people will be accommodated in specialist YP accommodation. We will liaise with providers to allocate YP only shared accommodation as appropriate.</p>
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>Loss of activity h. Increased noise levels. Potential for triggers to behaviours or increased risk of compatibility issues, e.g., Support dog may be a trigger for one service user</p> <p>The majority of the service users have a disability and might experience anxiety moving to a new provider.</p>
Mitigations:	<p>Good amount of accessible space will remain available, activities can be provided in other areas of building. Staff support will be retained at a level which supports individual needs. It was noted by the SCP that introducing the person who is wary of animals to a dog in a controlled environment may actually be beneficial.</p> <p>All service users will be supported through the change, and the risk of anxiety or uncertainty recognised. Specific mitigations for individuals with concerns need to be explored We will ensure that communication is clear, concise and unambiguous, setting out timescales to give sufficient advance notice.</p>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity &amp; childcare. These working arrangements need to be considered in any new employment arrangements.</p>
Mitigations:	Current terms and conditions should be considered as part of exploring suitable alternative posts for those staff being redeployed.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	This will be understood once a proffered option has been agreed .
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity &amp; childcare. These</p>
Mitigations:	Processes ensure that any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> Although a disproportionate impact is not anticipated, it will be critical that part of any transfer discussions to reflect the importance of creating an environment that celebrates and encourages diversity. Staff from an ethnic minority background may be negatively impacted if they don't feel as comfortable in the new workplace.</p>
Mitigations:	Ensure that this issue is raised in discussions / consultations
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Please see 'race' section. The issues and mitigation will follow similar rationale

	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as prayer / quiet room facility) required will be put in place
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as flexible working to accommodate unmarried / not in civil partnership member staff who intend to get married / be in civil partnership).
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	We recognise that staff with additional caring responsibilities may be disproportionately impacted by changes.  We also recognise that carers that support service users will be impacted by any change to the service
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g., Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

- Achieves the corporate saving target
- Aligns with Theme 4 of BCC Corporate Strategy Corporate Strategy 2022-27 (citizenspace.com)
- Makes good use of resources which are already specifically adapted to improve disabled access and increases accessibility.
- Values and Behaviours – enables working more collaboratively and delivering on priorities across a variety of teams and services

- Social work teams will be based in a frontline provider service, able to see impact of care act assessments and how identified support is delivered in action. ASC teams will be able to connect with service users and carers to have a better understanding of the challenges faced by people who are disabled, older people and autistic people and people who have learning disabilities

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

To be developed once the approved option is agreed in January 2023

Sample text below:

The main negative impact will be the short-term / longer term impact of change could be a significant change for some individuals. We will mitigate the impact through formal joint staff consultations, further 1-2-1's where necessary, and continuing discussions throughout the transition.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Diversity of workforce

Building improvements, adaptations which will improve disabled access and staff welfare facilities

Collaborative working across ASC teams

Improved monitoring of equalities impacts going forward

Improved use of available BCC resources and contributes to move across to corporate landlord and common activities

Subject to change due / additional information to be added post decision – sample text below:

There are potential financial savings for the Council, which is important at a time when the service budgets are under significant pressure, as well as a chance to explore alternative future uses for the use of BCLs which could benefit other services or offer efficiencies across the Council estate.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
To be developed once the approved option is agreed in January 2023		
Action: Staff briefing (pre-cabinet approval)	Jayne Clifford / Louise briggs?	TBC
Action: Formal staff and trade union consultation	Lorna Laing / Jayne Clifford,	Post decision

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

Further detail to be added once options are approved.

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIA should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> 
Date: 14/12/2022	Date: 15/12/2022

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P5 - Redfield Lodge	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Tony Sanderson
Service Area: People	Lead Officer role: Project Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges, we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely

## This Proposal

The aim of this assessment is:

- To assess the equalities impact of these proposals on service users.
- To ensure decision makers have appropriate information about equalities impacts on this decision and understand their responsibility to pay due regard to this information and exercise it in practice
- To develop and implement a process to assess the impact of the planned changes to building usage, specifically on Equality Act protected characteristic groups

Redfield lodge is an in-house 40-bed residential home which primarily cares for dementia and older age clients and is part of Bristol's P3 ladder. Redfield Lodge is CQC rated as Good. Of the 40 beds

31 x permanent (currently 7 vacancies)

7 x P3 beds

2 x Respite beds (1 x bedroom undergoing general maintenance)

40 x Beds Total

Of the current 24 permanent residents only five pay the full charge, other residents pay different contributions based on their financial situation. None of the vacancies are in the P3 beds.

Various options are being considered on how to maximise the benefit of this resource across Bristol's health and social care pathway.

A report will be sent to decision makers in January 2023 to decide how to proceed with the project. This is at the exploratory stage of the project and there is no predetermination on any of the proposals. Additional options could still be explored as part of the consultation process.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g., quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**                       **No**                      [please select]

Service users and staff all of the proposals will affect the staff group and any service users who remain at the point of the decision.

*More text to be added once decision route decided*

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g., from national or local research, available data or previous consultations and engagement activities.

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<u>Census 2011</u> and <u>Census 2021</u>  <u>2011 Census Key Statistics About Equalities Communities</u>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<u>The population of Bristol</u>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in

<u>Bristol Key Facts 2022</u>	population, future projections and looks at the key characteristics of the people living in Bristol.																																														
<u>Ward profile data (bristol.gov.uk)</u>	The Ward Profiles provide a range of datasets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.																																														
<u>Bristol Quality of Life Survey 2021-22</u>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <u>Quality of Life 2021/22 data dashboard</u> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example, there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="375 913 1228 2114"> <thead> <tr> <th data-bbox="375 913 703 1003">Quality of Life Indicator</th> <th data-bbox="703 913 1228 1003">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr><td data-bbox="375 1003 703 1048">16 to 24 years</td><td data-bbox="703 1003 1228 1048">12.5</td></tr> <tr><td data-bbox="375 1048 703 1093">50 years and older</td><td data-bbox="703 1048 1228 1093">6.7</td></tr> <tr><td data-bbox="375 1093 703 1137">65 years and older</td><td data-bbox="703 1093 1228 1137">3.2</td></tr> <tr><td data-bbox="375 1137 703 1182">Female</td><td data-bbox="703 1137 1228 1182">8.6</td></tr> <tr><td data-bbox="375 1182 703 1227">Male</td><td data-bbox="703 1182 1228 1227">8.5</td></tr> <tr><td data-bbox="375 1227 703 1272">Disabled</td><td data-bbox="703 1227 1228 1272">21.6</td></tr> <tr><td data-bbox="375 1272 703 1317">Asian /Asian British</td><td data-bbox="703 1272 1228 1317">9.9</td></tr> <tr><td data-bbox="375 1317 703 1361">Black/Black British</td><td data-bbox="703 1317 1228 1361">19.8</td></tr> <tr><td data-bbox="375 1361 703 1406">Mixed/Multiple Ethnicity</td><td data-bbox="703 1361 1228 1406">16.3</td></tr> <tr><td data-bbox="375 1406 703 1451">White British</td><td data-bbox="703 1406 1228 1451">7.8</td></tr> <tr><td data-bbox="375 1451 703 1496">White Minority Ethnic</td><td data-bbox="703 1451 1228 1496">8.4</td></tr> <tr><td data-bbox="375 1496 703 1541">Lesbian Gay or Bisexual</td><td data-bbox="703 1496 1228 1541">12.7</td></tr> <tr><td data-bbox="375 1541 703 1585">No Religion or Faith</td><td data-bbox="703 1541 1228 1585">8.0</td></tr> <tr><td data-bbox="375 1585 703 1630">Christian Religion</td><td data-bbox="703 1585 1228 1630">8.3</td></tr> <tr><td data-bbox="375 1630 703 1675">Other Religions</td><td data-bbox="703 1630 1228 1675">18.2</td></tr> <tr><td data-bbox="375 1675 703 1720">Carer</td><td data-bbox="703 1675 1228 1720">10.7</td></tr> <tr><td data-bbox="375 1720 703 1765">Full Time Carer</td><td data-bbox="703 1720 1228 1765">14.0</td></tr> <tr><td data-bbox="375 1765 703 1809">Part Time Carer</td><td data-bbox="703 1765 1228 1809">9.7</td></tr> <tr><td data-bbox="375 1809 703 1854">Single Parent</td><td data-bbox="703 1809 1228 1854">28.6</td></tr> <tr><td data-bbox="375 1854 703 1899">Two Parent</td><td data-bbox="703 1854 1228 1899">9.6</td></tr> <tr><td data-bbox="375 1899 703 1944">Parent (all)</td><td data-bbox="703 1899 1228 1944">12.0</td></tr> <tr><td data-bbox="375 1944 703 1989">No Qualifications</td><td data-bbox="703 1944 1228 1989">10.0</td></tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0	Christian Religion	8.3	Other Religions	18.2	Carer	10.7	Full Time Carer	14.0	Part Time Carer	9.7	Single Parent	28.6	Two Parent	9.6	Parent (all)	12.0	No Qualifications	10.0
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Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com)  
[internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams

<p>[internal links only]</p>	<p>Male</p> <p>Use another gender term</p> <p>Christian</p> <p>Other religion/belief</p> <p>No religion/belief</p> <p>Lesbian, Gay or Bisexual</p> <p>Trans</p>	<p>39.3%</p> <p>0.2%</p> <p>25.9%</p> <p>6.6%</p> <p>41.9%</p> <p>5.9%</p> <p>0.1%</p>	<p>51.0%</p> <p>-</p> <p>43.5%</p> <p>7.3%</p> <p>41.5%</p> <p>9.1%</p> <p>-</p>
<p><a href="#">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></p> <p><a href="#">Business demography, UK - Office for National Statistics (ons.gov.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the Southwest (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the Southwest (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the Southwest continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>		
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities (Oct 2022)</a></p> <p><a href="#">Cost of Living Risk Index (arccgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the "smoothing" effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021.</li> </ul>		

	<p>In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</p> <ul style="list-style-type: none"> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> </ul> <p><b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost-of-living crisis.</p>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black Southwest Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>Service users</p>	<p>Decision on whether health require additional P3 beds will be fundamentally to the further development of this EqIA.</p>

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

**2.2 Do you currently monitor relevant activity by the following protected characteristics?**

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
---	--	--

<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

**2.3 Are there any gaps in the evidence base?**

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g., pregnancy/maternity). For smaller teams' diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g., for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

There are some gaps in diversity data at a local and national level. ASC collects equalities data at the point of assessment and referral for service users, but this is not always shared at a local level although managers can look this up on LAS database. We do not currently undertake any analysis of equality data at a local level.

There is a corporate approach to diversity monitoring for service users and our workforce, however there are differences in the quality of available evidence across various council service areas. See [Why we collect equalities information about our services \(sharepoint.com\)](#)

Due to the continually rotation of service users through Redfield Lodge this EqIA will be regularly reviewed to ensure that no service users are disadvantaged.

**2.4 How have you involved communities and groups that could be affected?**

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

Public consultation  
Unknown at present – awaiting decision outcome.

Staff groups  
No staff communication has taken place on the potential options to date; however, all options will affect staffing levels to some degree, so consultation will need to commence.

Trade Unions:  
Trade union representatives will be included in briefings and staff meetings (in addition to scheduled Joint Consultative Committees).

Via and agreed coms plan which be developed once the approved option is agreed in January 2023

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting on the 21<sup>st</sup> of February 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

- The main staff and trade union consultation will take place after any decision, in line with the Council's Managing Change policy. This will include dedicated briefings and 1:1 session where required
- There will be detailed implementation plans in place for both the staff changes and service delivery, which will be finalised following a Cabinet decision
- Staff engagement plan – more detail to follow once decision is made
- We will seek regular feedback from staff / service users / providers, conduct regular meetings with staff / service users / providers, and compliance inspections.

We will:

Update this EQIA once an agreed coms plan has been developed in January 2023. Legal advice indicates that consultation cannot commence until after full council on 23<sup>rd</sup> February 2023.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EQIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g., young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

At this stage prior to initial decision on options we have not identified any significant negative impacts. Depending on the preferred decision there are two groups who are likely to be affected by any changes:

- Redfield Lodge staff
- Service users, and their carers / families

We have considered potential adverse impact on these different groups based on the following factors:

- Access
- Outcomes
- Experience / Satisfaction

Bristol Community Links staff:

- **Outcomes**
- TBC once decision is made
- **Experience / Satisfaction**
  - Potential change of contracts for some / all staff

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	Redfield Lodge is CQC registered for clients only aged 65 years old and over.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> <li>○ Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> </ul> </li> <li>• We must factor aging and the needs of older people into long term budgeting and service design.</li> </ul> <p><u>Staff:</u> The majority of the workforce are older people. The impact of large -scale change may be felt more by those who have worked in the service for a long time.</p>
Mitigations:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g., opening / working times.</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g., extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The exact nature of the impact will be presented once an outcome decision has been made.
Mitigations:	<p>Good amount of accessible space will remain available, activities can be provided in other areas of building. Staff support will be retained at a level which supports individual needs. It was noted by the SCP that introducing the person who is wary of animals to a dog in a controlled environment may actually be beneficial.</p> <p>All service users will be supported through the change, and the risk of anxiety or uncertainty recognised. Specific mitigations for individuals with concerns need to be explored We will ensure that communication is clear, concise and unambiguous, setting out timescales to give sufficient advance notice.</p>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These working arrangements need to be considered in any new employment arrangements.
Mitigations:	Current terms and conditions should be considered as part of exploring suitable alternative posts for those staff being redeployed.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	This will be understood once a proffered option has been agreed .
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These
Mitigations:	Processes ensure that any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<u>Staff:</u> Although a disproportionate impact is not anticipated, it will be critical that part of any transfer discussions to reflect the importance of creating an environment that

	celebrates and encourages diversity. Staff from an ethnic minority background may be negatively impacted if they don't feel as comfortable in the new workplace.
Mitigations:	Ensure that this issue is raised in discussions / consultations
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Please see 'race' section. The issues and mitigation will follow similar rationale Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as prayer / quiet room facility) required will be put in place
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as flexible working to accommodate unmarried / not in civil partnership member staff who intend to get married / be in civil partnership).
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	We recognise that staff with additional caring responsibilities may be disproportionately impacted by changes.  We also recognise that carers that support service users will be impacted by any change to the service
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g., Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

- Achieves the corporate saving target
- Aligns with Theme 4 of BCC Corporate Strategy [Corporate Strategy 2022-27 \(citizenspace.com\)](#)
- Makes good use of resources which are already specifically adapted to improve disabled access and increases accessibility.
- Values and Behaviours – enables working more collaboratively and delivering on priorities across a variety of teams and services
- Social work teams will be based in a frontline provider service, able to see impact of care act assessments and how identified support is delivered in action. ASC teams will be able to connect with service users and carers to have a better understanding of the challenges faced by people who are disabled, older people and autistic people and people who have learning disabilities

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

To be developed once the approved option is agreed in January 2023

Sample text below:

The main negative impact will be the short-term / longer term impact of change could be a change for some individuals. We will mitigate the impact through formal joint staff consultations, further 1-2-1's where necessary, and continuing discussions throughout the transition.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Diversity of workforce

Building improvements, adaptations which will improve disabled access and staff welfare facilities

Collaborative working across ASC teams

Improved monitoring of equalities impacts going forward

Improved use of available BCC resources and contributes to move across to corporate landlord and common activities

Subject to change due / additional information to be added post decision – sample text below:

There are potential financial savings for the Council, which is important at a time when the service budgets are under significant pressure, as well as a chance to explore alternative future uses for the use of Redfield Lodge which could benefit other services or offer efficiencies across the Council estate.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
To be developed once the approved option is agreed in January 2023		
Action: Staff briefing	Jayne Clifford / Louise briggs	TBC
Action: Formal staff and trade union consultation	Lorna Laing / Jayne Clifford,	Post decision

Improvement / action required	Responsible Officer	Timescale

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

Further detail to be added once options are approved.

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIA should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 12/1/2023	Date: 12/01/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: P6 Budget Proposal - Review East Bristol Rehabilitation Centre	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Stephen Beet
Service Area: Adult Social Care	Lead Officer role: Director of ASC

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

Bristol City Council currently operates one rehabilitation service in the city called “East Bristol Rehabilitation Centre” (EBRC). A previous service at South Bristol Rehab Centre facility was closed in the summer of 2022. This was following a review of the Council’s rehabilitation service carried out by independent consultants (Mutual Ventures) in 2021. This was due to an analysis of the limitations of the accommodation, and the adverse impact this was causing on service delivery and service user experience. The review concluded that the current arrangements for delivering the rehabilitation service may no longer be the most appropriate and effective way of meeting service users’ rehabilitation needs. There are aspects of the service that need improving and they are having an adverse impact on service delivery. Also there is no statutory for Bristol City Council to provide a rehabilitation service and these services are generally provided by the NHS. Following the closure of South Bristol Rehab centre we are now reviewing the service at EBRC.

#### The proposal:

Following an options appraisal (based on the Council’s agreed methodology), the preferred approach is:

- That the Council stops direct delivery of a rehabilitation service from the East Bristol Rehab centre.
- That the Council offers East Bristol Rehab Centre to be ran by alternative provider or closes the centre.

**This EQIA considers this proposal: the ceasing of the directly delivered rehabilitation service from the East Bristol Rehab Centre.**

We have worked with partners across the health and social care system and come to the above proposal based on the following rationale:

Partners across the system are more appropriately equipped to provide rehabilitation care and support

- Partners across the system are more appropriately equipped to provide rehabilitation care and support – there is agreement across the health and social care system that the Community Health provider has the skills and facilities to deliver this service (which is not typically a function of local authorities). Currently, the Council delivers the service in partnership with the community health partner Sirona Care and Health (they already provide all therapy services), as the Council does not directly employ clinical staff.
- Rehabilitation services are not usually provided by local authorities but by NHS partners. We will therefore be following best practice as practiced nationwide.
- Sirona Care and Health was awarded a contract as the single community healthcare provider for Bristol, North Somerset and South Gloucestershire (BNSSG) after a tender exercise by the Clinical Commissioning Group (CCG) undertaken in 2019.
- In May 2021 Sirona assumed control of the South Bristol Community Hospital as a rehabilitation centre which provides the majority of rehabilitation services to Bristol citizens.

Transition Planning:

- Should another provider agree to take over the running of EBRC, it will be critical to work closely with this provider on joint transition planning.
- Should another provider not agree to take over the running of EBRC, then full consultation will be needed with staff and partners regarding ceasing service provision at EBRC.

**1.2 Who will the proposal have the potential to affect?**

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	

Additional comments:

There are three groups who are likely to be affected by this change:

- Bristol City Council rehab service staff
- Service users, and their carers / families
- An alternative provider who may be taking on the service delivery role

We have considered the effect on these different groups based on the following factors:

- Access
- Outcomes
- Experience / Satisfaction

Bristol City Council rehab service staff

- **Access:**
  - We will need to work closely with the staff at EBRC to ensure with any alternative provider and the managers of any new service, regarding any potential opportunity for staff to transfer to a new provider with HR and legal advice.
- **Outcomes:**
  - If the proposal is approved, staff members may have an opportunity to transfer to an alternative provider. If the service closes, then staff members will be offered redeployment within BCC.
- **Experience / satisfaction –**
  - There may be an impact on staff members’ job satisfaction initially as they adjust to working with a new employer or work within new teams. It should be noted that the EBRC workforce predominantly comprises older colleagues, and the effect of any transfer may be significant for those who have worked for BCC a long time. We recognise the impact that large change can have on people and need to ensure that staff have the right level of support throughout the transition. Staff members will have the opportunity to voice concerns as we will go through a formal joint consultation process post-cabinet approval.

This EQIA will then be updated to represent issues raised and identify how we will address any concerns.

Service users, and their carers / families

- **Access:**
  - Service users live at EBRC for up to six weeks and therefore there is a continuous turnover of service users. If another provider were to provide the Rehabilitation Service at EBRC service users would not experience any change. If we were to close the service, we would work with remaining service users to ensure it remained open until they could safely return home or to onwards care
- **Outcomes:**
  - Sirona was chosen through the CCG tendering process as the best organisation to be the single community health provider for BNSSG and are already delivering therapy elements of the service in partnership with the Council. We therefore expect that the level of service delivery will be sustained, and service users will continue to experience good outcomes from the rehabilitation service
  - Ceasing to provide this service as a Local Authority and transitioning to delivery from a health partner brings BCC in line with national good practice.
- **Experience / satisfaction:**
  - No change in experience is anticipated if another partner were to run a Rehabilitation service from this site.
  -

**a. Will the proposal have an equality impact?**

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**       **No**      [please select]

There is potential impact on service users (primarily older people), the staff group and Sirona Care and Health as detailed in Section 1.2

**Step 2: What information do we have?**

**2.1 What data or evidence is there which tells us who is, or could be affected?**

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics](#)

and intelligence (sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>
<u>Workforce:</u> I-Trent workforce data	Staff in East Bristol Rehab Centre directly impacted by this proposal <ul style="list-style-type: none"> <li>• The workforce is made up with predominantly older, white, females who identify as heterosexual/prefer not to say</li> <li>• 9.1% of the workforce come from a Black, Asian or minoritised ethnic background</li> <li>• 7.6% of the workforce identify are Disabled</li> </ul>
<u>Service Users:</u> Referrals data  JSNA data provided on Bristol City Council website - general data on older population of Bristol <a href="#">The population of Bristol - bristol.gov.uk</a>	Basic details on service users who have been referred to the East Bristol Rehab Centre service between April-December 2022, who are predominantly aged 75 and above  Bristol's 60,300 older people make up 13% of the total population, i.e. one in every seven people living in Bristol is aged 65 or over. The proportion of older people is lower than in England and Wales as a whole, where 19% of the population are aged 65 and over. There are 9,000 people living in Bristol aged 85 and over.
<b>Additional comments:</b> Specific ward data has not been considered as, although the centre is based at specific site, referrals can come from all over the city.	

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams, diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

- |   |
|---|
| <ul style="list-style-type: none"> <li>• Potential gaps on information collected on LAS (adult care database) about service users (where data is not added)</li> <li>• Gaps in workforce data on I-Trent (as individuals can opt out) and only available across whole of Reablement and Intermediate Care services (not specifically for EBRC)</li> </ul> |
|---|

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

### Staff:

- All staff made aware of the proposal prior to public consultation on the budget.
  - Following the Cabinet decision, if the proposals are approved, there will be a full staff and trade union consultation in line with the Council's Managing Change policy.

### Service users:

- There is continuous turnover of service users at EBRC, therefore it is a transitional rather than a fixed group of service users
- Citizens were consulted by the Clinical Commissioning Group (via the Patient Involvement group) as part of the tender process for the community health contract that Sirona was awarded in 2019.

### Any alternative provider:

- There have been ongoing discussions and consultation on these proposals between system health partners (ICB, Sirona Health care, acute hospitals, and the Council).
- The proposal is endorsed by the health and social care system's senior leaders

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

- The main staff and trade union consultation will take place after any Cabinet decision, in line with the Council's Managing Change policy. This will include dedicated briefings and 1:1 session where required.
- There will be detailed implementation plans in place for both the staff changes and service delivery, which will be finalised following a Cabinet decision

## Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
<p>There are three groups who are likely to be affected by this change:</p> <ul style="list-style-type: none"> <li>• Bristol City Council rehab service staff</li> <li>• Service users, and their carers / families</li> <li>• Any partner that may be taking on the service delivery role</li> </ul> <p>We have considered potential adverse impact on these different groups based on the following factors:</p> <ul style="list-style-type: none"> <li>• Access</li> <li>• Outcomes</li> <li>• Experience / Satisfaction</li> </ul> <p><u>Bristol City Council rehab service staff:</u></p> <ul style="list-style-type: none"> <li>• <b>Access</b> <ul style="list-style-type: none"> <li>○ There may be a change of employer, team or workplace.</li> </ul> </li> <li>• <b>Experience / Satisfaction</b> <ul style="list-style-type: none"> <li>○ Changing to a new employer (although terms and conditions will remain the same), could be difficult for some of the workforce, particularly as many of the staff are within the 50-64 age bracket and have worked for BCC for a long time. If EBRC closes staff members may be concerned about being redeployed to an alternative team/ service at another site. Staff members will have an opportunity to voice any concerns at a meeting prior to cabinet approval, as well as a full staff consultation if the proposal is approved. These issues are discussed in detail below.</li> </ul> </li> </ul> <p><u>Service Users</u></p> <p>It is not anticipated that there will be adverse impact for service users as people who require rehabilitation in the future will still be able to access this from different services.</p> <p><u>Another provider</u></p> <ul style="list-style-type: none"> <li>• <b>Experience / Satisfaction</b> <ul style="list-style-type: none"> <li>○ The main impact on another provider will be an expanding workforce which allow them to guarantee their service offer and run the EBRC at full capacity. Although this is anticipated to be an overall positive impact, there will be a period of adjustment for staff working as part of a larger workforce, and potentially in new teams.</li> </ul> </li> </ul>	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p><u>Staff:</u>  <b>Experience:</b> Across all Reablement &amp; Intermediate care services, 63% of the workforce are aged 50 or above. The impact of large -scale change may be felt more by those who have worked in the service for a long time and may need to adjust to working in a new team/ service.</p> <p><u>Service Users:</u>  The proposal will disproportionately affect older people as most service users are 65+. However, it is not anticipated that there will be adverse impacts.</p>
Mitigations:	<p><u>Staff:</u>  Staff will be supported throughout the change process, starting with a pre-consultation briefing ahead of the Cabinet decision and then via a full consultation and Managing Change process should the decision be approved.</p>

	Recognising any individual access needs and ensuring that these are communicated to Sirona or a new Council team and managed effectively and sensitively during the transition. <u>Service Users:</u> No impact anticipated.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> <b>Access:</b> Across all in-house BCC adult care services, 7.6% of the workforce identify as disabled, and some of these staff members may have accessibility requirements or reasonable adjustments that are currently acknowledged by BCC. Working for a new employer or a new team on a new site, we need to make sure any additional needs are met. <b>Experience:</b> Staff with a disability may experience anxiety at moving to a new workplace and uncertainty about how any individual needs may be met.
Mitigations:	<u>Staff</u> <b>Access:</b> If employees are moving to a new team/ service, any existing reasonable adjustments must be highlighted in discussions with future managers and honoured or improved. <b>Experience:</b> All staff will be supported through the change, and the risk of anxiety or uncertainty recognised. Specific mitigations for individuals with concerns need to be explored .
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> <b>Access:</b> Across all Reablement & Intermediate care services, 85% of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These working arrangements need to be considered in any new employment arrangements.
Mitigations:	Current terms and conditions should be considered as part of exploring suitable alternative posts for those staff being redeployed.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Mitigation:	Across all Reablement & Intermediate care services, 3% identify as Lesbian, Gay or Bisexual and 6.4% unknown, while 25% prefer not to say. Possible disproportionate affects will be identified through the consultation process and any mitigations will be catered for.
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> <b>Access:</b> 85% of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These working arrangements need to be honoured in any new working arrangements.
Mitigations:	Any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> <b>Experience:</b> Across all Reablement & Intermediate care services, 7.3% identify as Black or Black British, 1.6% as Asian/ Asian British, 3.2% as mixed and 0.2% as other ethnic groups. It will be critical that part of the transfer discussions to reflect the importance of creating an environment that celebrates and encourages diversity (as 12.5of workforce are from a Black or Minoritized Ethnic background). Staff from an ethnic minority background may be negatively impacted if they don't feel as comfortable in the new workplace.
Mitigations:	Ensure that this issue is raised in discussions with future managers or in redeployment discussions, as well as any concerns raised during the staff consultation.
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Mitigation:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as prayer / quiet room facility) required will be put in place
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Mitigation:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g. reasonable adjustments such as flexible working to accommodate unmarried / not in civil partnership member staff who intend to get married / be in civil partnership).
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The improvement in service provided and added benefits such as transport etc. mean that impact should be positive.
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

#### Bristol City Council rehab service staff

##### Disability

##### **Access:**

No change anticipated.

##### Sex

##### **Outcomes:**

- The rehab service workforce is predominantly female. Any transfer/ redeployment posts will potentially offer career opportunities to staff members.

#### Service users, and their carers / families

##### Disability

##### **Access:**

No change anticipated.

##### **Outcomes:**

No Change.

##### **Satisfaction / Experience:**

No change

## Older People

### **Access:**

No change

### **Outcomes:**

No change

### **Satisfaction / Experience:**

No change

## **Step 4: Impact**

### **4.1 How has the equality impact assessment informed or changed the proposal?**

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### **Summary of significant negative impacts and how they can be mitigated or justified:**

- The main negative impact will be the short-term impact of change for staff having to move to a new employer or new site due to redeployment. We will mitigate the impact through formal joint staff consultations, further 1-2-1's where necessary, and raising concerns during continuing discussions throughout the transition.

#### **Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

- There are potential financial savings for the Council, which is important at a time when the service budgets are under significant pressure, as well as a chance to explore alternative future uses for the East Bristol Rehab Centre which could benefit other services or offer efficiencies across the Council estate.

### **4.2 Action Plan**

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

<b>Improvement / action required</b>	<b>Responsible Officer</b>	<b>Timescale</b>
Improvement: There is an opportunity to improve data collection in relation to service users	Jayne Clifford	As part of any service transfer
Improvement: There is an opportunity to improve data collection in relation to staff	Jayne Clifford	As part of any service transfer
Action: Staff briefing (pre-cabinet approval)	Jayne Clifford	
Action: Formal staff and trade union consultation	Lorna Laing / Jayne Clifford, as well as Sirona management	Post cabinet approval TBC
Action: Establish a working group to oversee: <ul style="list-style-type: none"><li>• Detailed transition and implementation planning (including, making sure that the management of change is equitable and fair for all stakeholders from different protected groups, incorporating lessons learnt from South Rehabilitation Centre closure in 2022.</li></ul>	Stephen Beet  Stakeholder Working Group	TBC

Improvement / action required	Responsible Officer	Timescale
<ul style="list-style-type: none"> <li>Consideration of staff concerns raised through consultation, as well as emphasising the need for future managers to ensure a safe &amp; welcoming working environment for Black and minoritized ethnic employees</li> </ul>		
Action: Ensure any current reasonable working adjustments are highlighted to future managers and confirmation that they will be honoured	Jayne Clifford	As part of consultation
Action: Formal lessons learned exercise post transition if appropriate	Jayne Clifford	TBC

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

The Council will maintain and develop an ongoing relationship with any future provider as part of broader system integration work and a shared commitment to delivering intermediate care in the context of the new Integrated Care System.

The impact of the proposal will be measured in terms of:

- No of rehab beds available in the hospital / occupancy levels
- Sustained level of service user / patient outcomes
- Patient satisfaction surveys (to be managed by Sirona)
- Staff satisfaction survey
- Data on staff retention and recruitment
- Overall effectiveness of the rehab service in supporting hospital discharge and system flow

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b>	<b>Director Sign-Off:</b>
<i>Reviewed by Equality and Inclusion Team</i>	Stephen Beet
	Director of Adult Social Care
Date: 28/12/2022	Date: 28/12/2022

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P7 – Budget Proposal - Concord Lodge	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Stephen Beet
Service Area: Adult Social Care	Lead Officer role: Director, ASC

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

Concord Lodge is currently a seven bed short term residential assessment unit, supporting adults with learning disabilities/ who are autistic, with complex needs/ challenge – each “room” is a separate part furnished flat with their own front and rear door. All have living space, bedroom and bathroom, some also have their own kitchen.

Communal spaces available: - conservatory space, activity/ training room, main kitchen (with high/low appliances), laundry

Registered with CQC [Concord Lodge - Care Quality Commission \(cqc.org.uk\)](#) for:

- Accommodation for persons who require nursing or personal care
- Caring for adults under 65 yrs
- Learning disabilities

The proposal is to explore the potential future uses of Concord Lodge covering three options:

- Remain as is with efficiencies around staffing and increased move on times.
- Retain the building handing over delivery of service and staffing to an external provider for Adults with LD&A
- Repurpose the facility to be used by Childrens Services and hand over to an external provider to deliver service

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

There are two groups who are likely to be affected by this change:

- Concord Lodge service staff
- Service users, and their carers / families

We have considered the effect on these different groups based on the following factors:

- Access
- Outcomes
- Experience / Satisfaction

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**       **No**      [please select]

All three proposals will affect the staff group and any service users who remain in Concord Lodge at the point of the decision.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<i>Staff diversity data – i-trent</i>	27 staff in Concord Lodge directly impacted by this proposal <ul style="list-style-type: none"> <li>• The workforce is made up with predominantly older staffing with 51.9% aged between 50 and 64 and 14.8% being over 65</li> <li>• 81.5% white 63% females</li> <li>• 48.1%, identify as heterosexual 44.4% prefer not to say</li> <li>• 7.4% of the workforce come from a Black, Asian and minoritised ethnic background</li> <li>• 7.4% of the workforce are Disabled people.</li> </ul>
Service users	A decision has been taken not accept any more service users at this time, and numbers of service users are decreasing.  The unit has capacity for seven service users, aged under 65 with learning disabilities and or autism.
<b>Additional comments:</b>	

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

<u>Public consultation</u> Unknown at present – awaiting decision outcome. <u>Staff groups</u>	<h1>Page 139</h1>
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No staff communication has taken place on the potential options to date; however, all options will affect staffing levels to some degree, so consultation will need to commence once a decision has been made.

Trade Unions:

Trade union representatives have been included in briefings and staff meetings (in addition to scheduled Joint Consultative Committees).

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

- The main staff and trade union consultation will take place after any decision, in line with the Council's Managing Change policy. This will include dedicated briefings and 1:1 sessions where required
- There will be detailed implementation plans in place for both the staff changes and service delivery, which will be finalised following a Cabinet decision
- Staff engagement plan – more details and timelines to follow once decision is made
- We will seek regular feedback from staff / service users / providers, conduct regular meetings with staff / service users / providers, and compliance inspections.

## Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc.

[Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

At this stage no decision has been taken on the future of Concord Lodge, however there are two groups who are likely to be affected by this change:

- Bristol City Council Concord lodge staff
- Service users, and their carers / families

We have considered potential adverse impact on these different groups based on the following factors:

- Outcomes
- Experience / Satisfaction

Bristol City Council Concord Lodge staff:

- **Outcomes**

Awaiting a decision, however all options will impact the staff group either via TUPE or potential redundancy

- **Experience / Satisfaction**

- Potential redundancy situation for some / all staff
- Changing to a new employer (although terms and conditions will remain the same), could be difficult for some of the workforce, particularly as many of the staff are within the 50-64 age bracket and have worked for BCC for a long time. There may be initial concern at the proposals. Staff members will have an opportunity to voice any concerns at a meeting prior to cabinet approval, as well as a full staff consultation if the proposal is approved. These issues are discussed in detail below.

Service Users

It is not anticipated that there will be adverse impact for service users, as the aim is to have move on's in place before a decision is made on the future of Concord Lodge. Numbers of service users are decreasing as a decision has been taken to place a hold on any more admissions.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The experience of the shared accommodation environment might negatively impact on some placements. Some young people may feel isolated or cut off from networks and/or insecure or unsafe or be more likely to be victims of abuse or crime. Younger people may be vulnerable to becoming engaged with criminal or antisocial activity (either voluntarily or by coercion/intimidation) if this occurs.
Mitigations:	We include suitability for shared accommodation in triage and risk assessment. Where possible young people will be accommodated in specialist YP accommodation. We will liaise with providers to allocate YP only shared accommodation as appropriate.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> The majority of the workforce are in the 50+ bracket. The impact of large -scale change may be felt more by those who have worked in the service for a long time.
Mitigations:	<u>Staff:</u> Staff will be supported throughout the change process, starting with a pre-consultation briefing ahead of the Cabinet decision and then via a full consultation and Managing Change process should the decision be approved.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> 7.4% of the workforce identify as disabled, and some of these staff members may have accessibility requirements or reasonable adjustments that are currently acknowledged by BCC. Working for a new employer we will need to make sure any additional needs are met. Staff with a disability may experience anxiety at moving to a new employer and uncertainty about how any individual needs may be met.
Mitigations:	All staff will be supported through the change, and the risk of anxiety or uncertainty recognised. Specific mitigations for individuals with concerns need to be explored We will ensure that communication is clear, concise and unambiguous, setting out timescales to give sufficient advance notice. We also recognise that staff with neurological differences including Dyspraxia, Dyslexia, ADHD, Dyscalculia, Autism etc. may require additional adjustments to manage any known issues around anxiety or sensory sensitivities.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<u>Staff:</u> 63% of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These working arrangements need to be considered in any new employment arrangements.
Mitigations:	Current terms and conditions should be considered as part of exploring suitable alternative posts for those staff being redeployed.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Lack of diversity in the locality, or within shared properties may mean increased likelihood of discrimination and hate incidents.
Mitigations:	We have a collaborative relationship with providers to select and place people in appropriate accommodation across the city. Providers are required to have robust policies to tackle discrimination, harassment, victimisations and hate incidents
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> 63% of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity & childcare. These
Mitigations:	Processes ensure that any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<u>Staff:</u> Although a disproportionate impact is not anticipated, it will be critical that part of any transfer discussions to reflect the importance of creating an environment that celebrates and encourages diversity. Staff from an ethnic minority background may be negatively impacted if they don't feel as comfortable in the new workplace.
Mitigations:	Ensure that this issue is raised in discussions / consultations
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Please see 'race' section. The issues and mitigation will follow similar rationale Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g. reasonable adjustments such as prayer / quiet room facility) required will be put in place
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g. reasonable adjustments such as flexible working to accommodate unmarried / not in civil partnership member staff who intend to get married / be in civil partnership).
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	We recognise that staff with additional caring responsibilities may be disproportionately impacted by changes.
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The repurposing of this location would benefit Children's Services by proving an in-house / externally provisioned independent living facility / tenancy readiness facility enabling young people to move onto their own tenancies.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

At this stage prior to a decision, the main negative impact will be the short-term / longer term impact of change could be a significant change for some individuals. We will mitigate the impact through formal joint staff consultations, further 1-2-1's where necessary, and continuing discussions throughout the transition.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

At this stage prior to a decision there are potential financial savings for the Council, which is important at a time when the service budgets are under significant pressure, as well as a chance to explore alternative future uses for the use of Concord lodge which could benefit other services or offer efficiencies across the Council estate.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Action: Staff briefing (pre-cabinet approval)	Louise briggs	January 2023
Action: Formal staff and trade union consultation	Lorna Laing / Jayne Clifford,	Post decision

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Savings will be realised and Concord lodge will either be taken over by an external provider or will have been repurposed and be in use by Children's services.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities

impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Stephen Beet
Date: 12/12/2022	Date: 09.12.22

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P9 Adult Social Care Staffing Budget	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Adults & Communities	Lead Officer name: Stephen Beet
Service Area: Adult Social Care	Lead Officer role: Director of Adult Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### Adult Social Care Staffing Budget:

The proposal is to reduce workforce in Adult Social Care to focus on capacity in statutory areas. This could include reducing use of agency staff and management restructures. These measures will reduce overall capacity to delivery discretionary services and will change the way we resource discretionary

services. However, we will still be required to deliver statutory duties under the Care Act and other key Adult Social care legislation but will need to do this through using our reduced staffing capacity in different ways. The savings will be made up of:

- Overall small reduction in practitioner capacity in Community and Locality teams
- Senior Management review within Community and Locality teams
- Senior Management Review for in-house care services

The total budget for staffing in Adult Social Care is £37.8 million. To reduce this by £1.5 million equates to 3.9% of that budget. This would mean reducing capacity by about 40 posts within an establishment of about 1,000 full time equivalent posts. However, the service is already holding a higher number of vacancies and is currently forecasting an underspend of around £2.2m and is under-established by more than 40 posts already. Therefore, the savings will be able to be delivered through vacancy management and existing underspend and will not require redundancies. We will also continue to be able to recruit to essential posts in the service whilst still delivering this saving.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																		
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)																		
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.																		
<a href="#">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.																		
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="651 1648 1497 2110"> <thead> <tr> <th data-bbox="659 1659 970 1733">Quality of Life Indicator</th> <th data-bbox="978 1659 1489 1733">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="659 1744 970 1783">16 to 24 years</td> <td data-bbox="978 1744 1489 1783">12.5</td> </tr> <tr> <td data-bbox="659 1794 970 1832">50 years and older</td> <td data-bbox="978 1794 1489 1832">6.7</td> </tr> <tr> <td data-bbox="659 1843 970 1881">65 years and older</td> <td data-bbox="978 1843 1489 1881">3.2</td> </tr> <tr> <td data-bbox="659 1892 970 1930">Female</td> <td data-bbox="978 1892 1489 1930">8.6</td> </tr> <tr> <td data-bbox="659 1942 970 1980">Male</td> <td data-bbox="978 1942 1489 1980">8.5</td> </tr> <tr> <td data-bbox="659 1991 970 2029">Disabled</td> <td data-bbox="978 1991 1489 2029">21.6</td> </tr> <tr> <td data-bbox="659 2040 970 2078">Asian /Asian British</td> <td data-bbox="978 2040 1489 2078">9.9</td> </tr> <tr> <td data-bbox="659 2089 970 2105">Black/Black British</td> <td data-bbox="978 2089 1489 2105">19.8</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8
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Female	8.6																		
Male	8.5																		
Disabled	21.6																		
Asian /Asian British	9.9																		
Black/Black British	19.8																		

	Mixed/Multiple Ethnicity	16.3
	White British	7.8
	White Minority Ethnic	8.4
	Lesbian Gay or Bisexual	12.7
	No Religion or Faith	8.0
	Christian Religion	8.3
	Other Religions	18.2
	Carer	10.7
	Full Time Carer	14.0
	Part Time Carer	9.7
	Single Parent	28.6
	Two Parent	9.6
	Parent (all)	12.0
	No Qualifications	10.0
	Non-Degree Qualified	12.9
	Degree Qualified	6.7
	Rented (Council)	20.3
	Rented (HA)	20.6
	Rented (Private)	14.6
	Owner Occupier	4.6
	Most Deprived 10%	18.8
	<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)  
Appendix – Workforce Diversity Data – summary analysis

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

information that staff add to Employee Self Service on iTrent (ESS).

### Summary of Bristol City Council workforce diversity

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

In Adult Social Care there is a higher proportion than average of employees aged 50+ (49.1%), and a higher number of female employees (80%). There is also a higher proportion of Black/Black British (7.8%) and mixed ethnicity employees (3.6%)

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](#)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that

	<p>survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p>
<p><u>Cost of Living Risk Index (arccgis.com)</u></p>	<ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley,</li> </ul>

	<p>Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</p>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

Workforce diversity data is available on Power BI but is not 100% accurate as some staff have opted not to share or data is unknown. It is also not available beyond service and cannot be seen by individual team.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include

individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol’s diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council’s Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

There will not be a requirement to undertake formal staff consultation with public or staff to deliver these savings as it is possible to deliver them within existing vacancy management and there is not significant restructure of teams required.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the ‘Action Plan’ Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient

consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

The proposals will impact on employees who remain in the organisation, where teams may experience a small reduction in capacity or need to work differently as a result. Although this will be minimal as it will be widely applied across all teams, we will need to ensure that teams are not disproportionately impacted by holding vacancies which could impact on individual work load. Also we will need to ensure that any changes to overall workforce does not disproportionately impact on the number of employees with particular protected characteristics or that those remaining experience any negative impact of this.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>9.6% of staff in ASC are aged 16-29. Although this is lower than the overall headcount and working age population, we need to ensure that younger people are supported with recruitment and development opportunities.</p> <ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	Use existing relationships with the local Universities and colleges to ensure we are still recruiting young employees into the organisation.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>49% of our workforce are over 50. We need to ensure that older employees are not adversely impacted through any reduction in staffing.</p> <ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> <li>● Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>● We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	We will ensure that colleagues over 50 are treated in the same way as all employees and that we retain experienced staff.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>10.6% of the ASC workforce are disabled which is above the BCC headcount but below the Bristol working age population ( 12%). We need to ensure that we do not lose any disabled colleagues or limit recruitment of new disabled staff into the organisation and actively try to increase this number.</p> <ul style="list-style-type: none"> <li>●</li> <li>● 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>● In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>● Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>● the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>● Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>● Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>● Disabled people on average have lower qualification levels than the population as a whole.</li> <li>● A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>● Disabled people have lower car ownership levels</li> <li>● Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>● Disabled people should be empowered to make independent living choices and a have a say in access to service provision.</li> <li>● Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>● Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	Fair selection and recruitment to vacant posts. Ensure that managers are fully aware and trained in ensuring they agree reasonable adjustments to enable disabled colleagues to work.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<p>ASC has a higher percentage of female staff at 80% which is considerably higher than Bristol Working Age population (49%). Due to the high number of female staff we need to ensure that those staff are supported through any changes to their working arrangements and are moving up into more senior roles.</p> <ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	<b>Continue to support development opportunities for female colleagues</b>
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>Only 5.7% of ASC workforce have identified as LGB compared to 9.1% of population and 5.8% across BCC. 19% have opted “prefer not to say” and 4.6% have opted “unknown”. It is important that any LGB staff feel safe and are supported through any impact of these changes as they are more vulnerable to abuse or negative comments in their work. Also some staff may not be out in the workplace.</p> <ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked bLGBT because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> </ul>

	<ul style="list-style-type: none"> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	Lead an open culture and continue to talk openly and celebrate LGBTQ+ related issues and learning.
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>80% of the workforce are female, meaning there are more likely to be working arrangements in relation to caring, maternity &amp; childcare. These working arrangements need to be honoured in any new working arrangements.</p> <ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	Any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	Continue to ensure that Trans people are well supported by managers and colleagues
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	ASC workforce is 7.8% Black or Black British (above Bristol Working age population 5.3%), 3% Asian/ Asian British (lower compared to 5.8%) and 0.8% other ethnic groups (compared to 1%). Although the workforce is generally reflective of our population, it is important that Black and minoritized ethnic colleagues are fully supported with any changes in their working arrangements and that any reduction in total staff numbers does not disproportionately effect staff from these groups.

	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	Ensure that individuals are supported with any changes. Lead a culture of open discussion, where Black and minoritized ethnic colleagues feel supported and have career development opportunities
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	Limited impact but need to ensure that differing religions within our workforce are recognised and celebrated

<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Worthywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	Need to ensure that any staff members who are unpaid, informal carers remain supported in their workforce with reasonable adjustments and sensitivity regarding needs as carers.
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct

prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

We should be able to make the required savings without having significant negative impacts, as long as we continue with good practice in relation to fair selection and recruitment process and support our existing staff with reasonable adjustments. However we will monitor our equalities data to ensure that there is no impact on any particular groups with protected characteristics. We will also be undertaking exit interviews for any staff who are leaving in order that colleagues can feedback on their experience of working in the organisation and reasons for leaving and follow up on any themes or issues which are raised. We will also closely monitor any impact on individual teams of any reduced capacity through our monthly Quality Improvement Performance meetings and take necessary action as a result of this (e.g. moving vacancies/ posts in order to support a team if they are adversely impacted through reduced staff numbers).

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Considering our workforce and ensuring we maintain morale under a challenging financial climate is an opportunity to have greater focus on ensuring that we are supporting people with particular protected characteristics in the workplace. As it is the business of Adult Social Care to ensure that vulnerable people who experience discrimination are protected and safe, this is also reflected in the way we support our staff.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

- Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)
- Maintain or increase number of people employed with currently underrepresented protected characteristics in ASC (HR Diversity Report)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 3/1/2023	16/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P10 Adult Social Care Purchasing Budget	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Adults and Communities	Lead Officer name: Stephen Beet
Service Area: Adult Social Care	Lead Officer role: Director of Adult Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

The Adult Social Care Purchasing Budget, is the budget that the Council uses to purchase care for people who are eligible for care and support under the Care Act, following an assessment. It can be used to purchase a range of services including a direct payment, home care, residential care, supported living, day services or Technology enabled care. Our current spend on care exceeds the available budget within the council and therefore we need to find ways to spend less whilst continuing to deliver our statutory duties and ensure that people receive the care and support they need to remain independent.

We currently spend about £153 million on third party spend for care services and by reducing this spend by £4 million alongside other proposals will help us towards delivering within the budget available.

### Adult Social Care Purchasing Budget

This proposal aims to strengthen the Council's governance of third party spend (where we pay external organisations to provide care services on our behalf) to ensure the service we provide are fair, affordable and represent good value. This better management of our expenditure will enable us to spend less and also ensure we achieve best value.

Part of this will related to the way we assess and identify support for people, including the way practitioners (Social Workers and Occupational Therapists) take a strengths-based approach towards working with people, linking people up with a range of alternative support that can help them remain independent wherever possible.

The other part will be about the way we commission services from care providers to ensure good value and consistent pricing methodologies that enable providers to provide good quality care. This also includes ensuring we have strong relationships and work in partnership with care providers and Voluntary sector organisations to ensure they can operate safely and support people to live independently.

We will also be publishing a document called "Fair and Affordable care policy" which will describe the ways in which we will arrange care in a manner that reflects the choice and preferences of individuals but balances the need for us to arrange care that is sufficient to meet eligible needs whilst always looking to make best value of the finite resources available to us.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> * Bristol City Council workforce	<input type="checkbox"/> *Service users	<input type="checkbox"/> * The wider community
<input type="checkbox"/> * Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	

Additional comments: The main impact of this proposal will relate to Service users who draw on care and support in relation to Adult Social Care. There will be some changes to practice required by the ASC workforce. The wider community may experience an impact if they provide support for a family member or loved on. It also relates to Commissioned services and stakeholder organisations who provide services or support people with care and support needs and receive funding from the Council.

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> * Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-and-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](https://www.bristol.gov.uk/data-statistics-intelligence). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="https://www.bristol.gov.uk/ward-profile-data">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life Survey 2021-22</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.  The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the

health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

[HR Analytics: Power BI reports \(sharepoint.com\)](#) [internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

#### Summary of Bristol City Council workforce diversity

	ASC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.6%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

In Adult Social Care there is a higher proportion than average of employees aged 50+ (49.1%), and a higher number of female employees (80%). There is also a higher proportion of Black/Black British (7.8%) and mixed ethnicity employees (3.6%)

<p><a href="https://www.nomisweb.co.uk">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></p> <p><a href="https://www.ons.gov.uk">Business demography, UK - Office for National Statistics (ons.gov.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities (Oct 2022)</a></p> <p><a href="https://arcgis.com">Cost of Living Risk Index (arcgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the "smoothing" effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in</li> </ul>

	<p>poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</p> <ul style="list-style-type: none"> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>Power BI data on service user demographics <u>Tier 3 Activity &amp; Cost - Power BI (internal link)</u></p>	<p>There are 5,397 service users who receive a commissioned service from Adult Social Care. 60% are aged over 60 and 30% over 80 years old. 17% of service users are recorded as being from a Black or minoritized ethnic background (for 10% this is not recorded).</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

There are some reporting gaps in our recording of service users' equalities data where this is not recorded or unknown (around 10%) for most categories. Our Power BI report currently only reports on sex, ethnicity, age and religion and does not report on gender reassignment or sexual orientation.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

We have met with partner organisations including voluntary sector and community organisations through an Equalities forum where we have shared the proposals and discussed our approach and any equalities impact. We have also met with the chair of the Disability Equalities commission who has fed back on the proposals.

We have informed staff through our ASC staff briefing and in person sessions to discuss the proposals and hear feedback.

We have shared our proposals in sessions with NHS partners and with our Locality Partnerships to make partners aware and enable them to provide feedback.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively

target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

We will continue to provide updates through our ASC Equalities forum and will also meet with individual organisations and partners.

We will continue to provide staff briefings to discuss any changes and respond to feedback. We will continue to share progress with NHS and other partners through Locality Partnerships.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards <sup>1</sup> .	
Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.	
As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.	
We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	It is important that any changes we make to the way we support young people who draw on care and support does not compromise their choice and opportunity to live independently. It is important that young people who are moving into Adult services from Children's services are provided with the support they need to maximise their independence and enable people to live the life they choose.

	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	Taking a Strengths based approach will ensure that young people have a voice and are provided with different opportunities that maximise their well-being and independence.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul> <p>Given the high number of Older People who draw on care and support in Adult Social Care, it is important that their choice and opportunity to live independently is not limited by any changes we make. We need to ensure that Older people are able to take advantage of digital services that may be able to assist their independence and not assume that they cannot use this because they are older, but support them with alternative models of care.</p>
Mitigations:	Through taking a strengths-based approach to the way we work with people, we need to ensure that Older people are in control of their care and support and are enabled to access alternative support options with any support they need. If we are using digital technology as an alternative way of providing support, we must ensure that this is appropriate and that they are enabled to use it safely and effectively and that it supports their independence.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul> <p>Many ASC service users are disabled people. It is important therefore important that we manage our financial resources to ensure that the available funding is used to support people fairly and consistently and that no individual is left without the level of support or care they need. Failure to do so could compromise their dignity and well-being or increase isolation.</p>
Mitigations:	<p>We will ensure that people are supported fairly and that their needs and preferences are considered. We will be providing guidance and training to our staff on Strengths based working and setting up peer review and case discussion forums to ensure that our practice is consistent, and that people are accessing the support they need.</p> <p>We will ensure that disabled people are supported to be at the centre of their care and support and that the support is maximising their independence with them in control of it. Different models of care such as Direct Payments and Technology Enabled Care should enable greater independence if people are supported to use it well.</p>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> </ul>

	<ul style="list-style-type: none"> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul> <p>There are a higher number of female service users and carers. It is important that female service users are supported to live independently and in control of their support.</p>
Mitigations:	Strengths based approaches will focus on individual strengths and needs and people will be treated equally.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked LGBT because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The <u>Stonewall LGBT in Britain - Health Report</u> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul> <p>There is limited data on specific number of ASC service users who draw on care and support. There is a risk that LGB service users do not have their specific needs met or that their care arrangements do not consider their personal preferences, particularly if they do not choose to be 'out' about their sexual orientation. There is risk that there will be a reduced choice of care provider due to costs.</p>
Mitigations:	We will ensure that we undertake a personalised and strengths based approach to the way we work with people, ensuring that people's individual preferences are considered. We will promote alternative models of care such as Direct Payments or Technology Enabled Care which enable people to live independently.

<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul> <p>We have limited data on trans service users. There is a risk that reducing care costs limits the opportunity for people to have choice regarding their care arrangements.</p>
Mitigations:	We need to ensure that we consider whether someone is or may be transgender and ensure that we work with people in a person-centred way using strengths based approaches to ensure that they are supported with choice and control over their care arrangements.
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In</li> </ul>

	<p>Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</p> <ul style="list-style-type: none"> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul> <p>Around 18 % of people who draw on ASC care and support belong to a Black, Asian or minority ethnic group, which is slightly higher than the Bristol population. There is a risk that a reduction in spend on care limits the opportunity for people from Black, Asian or minority ethnic groups to access personalised care which meets their cultural preferences or needs as well as ensures they feel safe and do not experience any form of racism in the way their care is delivered.</p>
Mitigations:	We will ensure that we work alongside people in a person-centred and strengths-based way and consider how their ethnicity may impact on the care and support they need or prefer. We will ensure that we work with VCSE partners and care providers who focus on supporting people from Black, Asian and minoritised ethnic communities to ensure that we understand the needs of the communities they work with and are able to provide this.
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul> <p>There is a risk care and support needs associated with religion may not be being met due to cost or lack of availability.</p>
Mitigations:	We will ensure that religion or belief is taken into account when we undertake assessments with people and that their care and support is delivered in a way which supports and recognises this within the means available.
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> </ul>

	<ul style="list-style-type: none"> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul> <p>There is a risk that people living in the most deprived areas who draw on ASC care and support the most are not provided with enough support due to reduction in spend.</p>
Mitigations:	Through working with Locality Partnerships we will focus on specific needs related to health and wellbeing in specific area of Bristol, ensuring that we work in partnership with NHS and other partners to focus on addressing the specific issues we have identified.
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul> <p>We know there are around 40,000 people residing in Bristol who identify as unpaid carers and many more who provide care to someone but do not identify as an unpaid carer. Over a quarter of these carers provide ten or more hours of care and support to someone who they care for. Unpaid carers provide a huge amount of support for people who draw on care and support as well as prevent people they care for from requiring care and support from ASC. There is a risk that any reduction in spend on ASC support, will impact on Carers and require them to provide additional support which impacts on their health and wellbeing.</p>
Mitigations:	We will ensure that we work closely with Carers and offer Carers assessments for any one we identify as a Carer. There are a range of ways we can support carers to continue in their caring role such as one-off direct payments and access to other support.
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct

prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

ASC services users are more likely to be disproportionately impacted on the basis of disability and age, as well as other protected characteristics which may be over-represented in the cohort. It is therefore essential that we assess people individually, in a strengths-based way and ensure that people do not experience any negative impact of any reduction in support that increases inequality. We can address this through ensuring that we work alongside people when we undertake assessments and arrange support, taking a strengths-based approach which considers the impact of any protected characteristics on their lives and how their support needs to address this. All decisions regarding funding will be made on a person-centred basis, informed by a proper understanding of the specific needs of an individual. We will be publishing a fair and affordable care policy which will outline our approach to managing our duties and meeting individual needs. This will describe the ways in which we will arrange care in a manner that reflects the choice and preferences of individuals but balances the need for us to arrange care that is sufficient to meet eligible needs whilst always looking to make best value of the finite resources available to us. We will also be providing clear guidance and training to practitioners on the way we support and assess people as well as peer support meetings and case discussion forums to ensure people are making consistent decisions around use of resources and funding. We will closely monitor any gaps in care provision and ensure that we address this through our commissioning approach.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

There is an opportunity to ensure that we provide more personalised support using more diverse models of care and support which supports people with protected characteristics to live independently. Practitioners are experienced and trained in addressing identifying inequalities and addressing discrimination and working alongside people to ensure that any care and support considers individuality and supports and cultural needs which they have. Our fair and affordable care policy will provide guidance and enable consistency in practice which should avoid any risk of not considering the needs of people with protected characteristics in the way we support them.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Continued meetings of Equalities forum with VCSE and community organisations to keep them informed and respond to specific questions/ concerns/ feedback.	Hugh Evans/ Stephen Beet	Monthly
Strengths based practice training and development	Maria Hamood	Early 2023
Publication of Fair & Affordable Care policy	Jamie Mahood	Early 2023

Improvement / action required	Responsible Officer	Timescale
All relevant EqIAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)  
 We will monitor equalities data in relation to people who draw on care and support to ensure there is not any adverse impact.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 3/1/2023	16/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P11 Foster Carer Recruitment and Retention	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: James Beardall
Service Area: Children	Lead Officer role: Head of Services PASS

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

Supporting Fostering Services to recruit and retain foster carers, with innovative approaches and strategies to encourage and support people with the right skills and experience, to come forward and offer some of our most vulnerable children an opportunity to experience a stable family life.

This proposal would significantly increase our cohort of local foster carers and reduce the use of more expensive distant placements and the use of Independent Fostering Agencies.

By growing our local foster care community we would increase the opportunities for children to live locally and be able to attend the same school and stay in touch with their friends and family networks.

A greater pool of foster carers would enable our children to be matched with carers who are best able to meet their needs which may be needs arising from their disability, sexuality, race, religion and culture.

An enhanced offer (including financial) for Bristol Foster carers would mean that more people would be able to become carers for the Council, which would open up this possibility for citizens who are less financially mobile and who's current housing is too small or unsuitable.

The scope of the proposal includes the Fostering Team, the current community of Bristol Foster Carers, Bristol citizens who are potential Foster Carers and Children the in the care of Bristol City Council who need to live in local Foster Care.

This should have a positive equality impact for children and young people across the city including some minoritized ethnic groups who are over-represented in the children in care population.

It should also help us improve equality of opportunity and diversity of our foster carers.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

By growing our local foster care community we would increase the opportunities for children to live locally and be able to attend the same school and stay in touch with their friends and family networks.

A greater pool of foster carers would enable our children to be matched with carers who are best able to meet their needs which may be needs arising from their disability, sexuality, race, religion and culture.

An enhanced offer (including financial) for Bristol Foster carers would mean that more people would be able to become carers for the Council, which would open up this possibility for citizens who are less financially mobile and who's current housing is too small or unsuitable.

The proposal would mean that children who live in Children's Homes who are ready to live with a family will have the opportunity to move in with a family without delay and in line with the timescales that are right for them

This proposal therefore should have a positive equality impact for children and young people across the city including some minoritized ethnic groups who are over-represented in the children in care population.

It should also help us improve equality of opportunity and diversity of our foster carers.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="655 1346 1506 2114"> <thead> <tr> <th data-bbox="655 1346 975 1435">Quality of Life Indicator</th> <th data-bbox="975 1346 1506 1435">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1435 975 1480">16 to 24 years</td> <td data-bbox="975 1435 1506 1480">12.5</td> </tr> <tr> <td data-bbox="655 1480 975 1525">50 years and older</td> <td data-bbox="975 1480 1506 1525">6.7</td> </tr> <tr> <td data-bbox="655 1525 975 1570">65 years and older</td> <td data-bbox="975 1525 1506 1570">3.2</td> </tr> <tr> <td data-bbox="655 1570 975 1615">Female</td> <td data-bbox="975 1570 1506 1615">8.6</td> </tr> <tr> <td data-bbox="655 1615 975 1659">Male</td> <td data-bbox="975 1615 1506 1659">8.5</td> </tr> <tr> <td data-bbox="655 1659 975 1704">Disabled</td> <td data-bbox="975 1659 1506 1704">21.6</td> </tr> <tr> <td data-bbox="655 1704 975 1749">Asian /Asian British</td> <td data-bbox="975 1704 1506 1749">9.9</td> </tr> <tr> <td data-bbox="655 1749 975 1794">Black/Black British</td> <td data-bbox="975 1749 1506 1794">19.8</td> </tr> <tr> <td data-bbox="655 1794 975 1839">Mixed/Multiple Ethnicity</td> <td data-bbox="975 1794 1506 1839">16.3</td> </tr> <tr> <td data-bbox="655 1839 975 1883">White British</td> <td data-bbox="975 1839 1506 1883">7.8</td> </tr> <tr> <td data-bbox="655 1883 975 1928">White Minority Ethnic</td> <td data-bbox="975 1883 1506 1928">8.4</td> </tr> <tr> <td data-bbox="655 1928 975 1973">Lesbian Gay or Bisexual</td> <td data-bbox="975 1928 1506 1973">12.7</td> </tr> <tr> <td data-bbox="655 1973 975 2018">No Religion or Faith</td> <td data-bbox="975 1973 1506 2018">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%

Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

[Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities \(Oct 2022\)](#)  
[Cost of Living Risk Index \(arcgis.com\)](https://arcgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills

	<p>in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</p> <ul style="list-style-type: none"> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
<p>Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.</p> <p>Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.</p> <p>As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.</p> <p>We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.</p>	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:               <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Older people in Bristol are: <ul style="list-style-type: none"> <li>less likely to be comfortable using digital services</li> <li>more reliant on public and community transport</li> <li>more likely to be an unpaid carer</li> <li>more likely to help out or volunteer in their community</li> <li>less likely to have formal qualifications</li> </ul> </li> <li>Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>17% of Bristol's population are disabled. There are more disabled women than men living in Bristol.</li> <li>In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>Disabled people on average have lower qualification levels than the population as a whole.</li> <li>A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>Disabled people have lower car ownership levels</li> <li>Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>changing the way things are done e.g. opening / working times;</li> <li>changes to overcome barriers created by the physical features of premises.</li> <li>providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked bLGBTecause of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> </ul>

	<ul style="list-style-type: none"> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from</li> </ul>

	<p>Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</p> <ul style="list-style-type: none"> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> </ul>

	<ul style="list-style-type: none"> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
This should have a positive equality impact for children and young people across the city including some minoritised ethnic groups who are over-represented in the children in care population. It should also help us improve equality of opportunity and diversity of our foster carers.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	James Beardall	Ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 12/12/2022	14/12/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: P13 Keeping Families Together	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> Changing
Directorate: People	Lead Officer name: Fiona Tudge
Service Area: Children and Families and Safer Communities	Lead Officer role: Director of Children's Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context:

Bristol City Council is required by law to set a balanced budget however we face a large potential gap in our core budget next year. With such a significant challenge the budget cannot be balanced without additional funding, making greater efficiencies (doing the same for less money) or by transforming the way we do things.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

The COVID-19 pandemic has been far reaching, with a lasting impact on our people and our economy. Our finances are stretched to the limit, and the UK Government has stopped funding local COVID-19 responses. Up and down the country councils are facing this funding crisis with less money to keep services going. This is because more money is needed to: help citizens with the impact of the COVID-19 pandemic; support low-income households and local businesses in need of support post-COVID-19; support more people than ever with mental health and social care services; and meet the rising need and cost of home to school transport for children with special educational needs and disabilities (SEND) etc. At the same time, the pandemic saw us receive less income from business rates, commercial rentals, parking, sports facilities, and our museums, shops and cafes.

The [Medium Term Financial Plan](#) underpins the Council's financial planning process and outlines the approach we will take to meet the challenges presented by focusing primarily on delivering efficiencies, service re-design programmes which cut across directorate boundaries, and increasing external income and Invest to Save revenue.

**This proposal:**

This proposal relates to children and families where families may be struggling to care for their children and/or to provide good enough care. These families may need a high level of support to heal their own rifts, to deal with domestic abuse or other harms or to recognise that their parenting is impacted by their own poor experiences of being parented. Sometimes, families may face significant external influence in the form of exploitation or extra-familial harm that they do not have the skills to manage and to keep their children safe.

The proposal is to review our Children’s workforce using evidence based models to re-structure existing staff and/or to bring in partner skills in supporting families through a more joined up approach to understanding need.

To support families within the community, by the community, we would like to work with a voluntary sector organisation , such as Safe Lives that utilises multi-faith volunteers to wrap around families, to mentor, befriend and to provide support and respite. Whilst this particular organisation is Christian, it is committed to equality and diversity and actively recruits volunteers to the profile of the population. This approach is being used effectively in other Local Authorities and is valued by the families using it and by the LAs who work with Safe Families to ensure safeguarding is reviewed on a ongoing basis.

There may be other evidence-based interventions or programmes that would fit our Bristol population of families on the edge of care, and we will undertake a full needs assessment for this cohort before exploring the best interventions to meet their particular needs with the aim of helping families to stay together in spite of difficulties they may be experiencing. Where possible, we would like to use Bristol-based, community-embedded organisations with authentic links into communities and other Bristol services to enable children and families to be supported without ongoing support from statutory services. This would align with our work with the community and voluntary sector and in particular with our commitment to commissioning and supporting Black led organisations.

**1.2 Who will the proposal have the potential to affect?**

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

**1.3 Will the proposal have an equality impact?**

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success> .

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. The first results of the 2021 census will not be available until Spring 2022, so demographic data is still informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="#">New wards: data profiles</a>  <a href="#">Ward Profiles - Power BI tool</a>	The Ward Profiles provide a range of data-sets, including Population, Life Expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life survey 2020/21 final report</a>  <a href="#">Quality of Life 2020-21 — Open Data Bristol</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the 2020 QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.  The Open Data 'Equalities View' tool shows at a glance the disparities for each Quality of Life indicator based on people's characteristics and circumstances including protected characteristics, caring responsibility, tenancy, education level, and deprivation.

<p><u>Citizens' Assembly</u></p>	<p>The citizens' assembly is composed of 60 randomly selected participants. The group reflects as far as possible the diversity of the population in terms of age, sex, ethnicity, disability, employment status, and geographical location. Bristol Citizens' Assembly was part of a process created by the city of Bristol to gather public input to inform its COVID-19 recovery plan.</p>
<p><u>Joint Strategic Needs Assessment (JSNA)</u></p> <p><u>JSNA Health and Wellbeing Profile 2022/23 Childrens Social Care</u></p>	<p>The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.</p> <p>Children may become involved with Social Care for a variety of reasons, but the proportion who have a primary category of abuse and neglect, especially among looked after children, is considerably higher than those who have other primary categories.</p> <p>Of the children in care, 56% are boys and 44% are girls. Just under two-thirds of children in care (65%) are of White ethnicity. 38% of children in care were from the 'most deprived 10%' areas of Bristol, as at the end of March 2022.</p> <p>At the end of March 2022, the number of children recorded as being subject of a Child Protection Plan had increased to 258, compared with 215 at the end of March 2021. As a rate per thousand of all children the highest rate was Filwood (12 per 1,000). In March 2022 the split was girls (48%), boys (51%), and the remaining 1% of children were unborn. 79% of the children subject to protection plans were of White ethnicity at the end of March 2022, an increase on March 2021 (70%). Nearly a over half of children (51%) subject to a child protection plan as at the end of March 2022 up from just under a third (31%) at the end of March 2021, were from the 'most deprived 10%' areas of Bristol and over three quarters of children (77%) were from the 'most deprived 30%' areas of Bristol. 4% of children involved with Child in Need or Child Protection are children with disabilities. Between January 2022 and December 2022, there were 124 families where care proceedings were</p>

<p><a href="#">Final report on progress to address COVID-19 health inequalities - GOV.UK (www.gov.uk)</a> December 2021</p>	<p>Multiple sources of data and evidence have highlighted the disproportionate impact of COVID-19 on equalities communities, and the impact of measures taken to address this. This final report highlights the government response to the original recommendations and the long lasting 'take homes'. This highlights the importance of not treating ethnic minorities like a homogenous group and nurturing existing local partnerships and networks for public health programmes. It also gives recommendations around communications, developing and providing materials in multiple languages and working with community partnerships to improve understanding and co-create content for key audiences.</p>
<p><a href="#">HR Analytics: Power BI reports (sharepoint.com)</a> [internal link only]</p> <p><a href="#">Equality and Inclusion Annual Progress Report 2020-21 (pdf, 982KB)</a> Appendix – Workforce Diversity Data – summary analysis</p>	<p>The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for Locally Managed Schools/Nurseries, Councillors, Casual, Seasonal and External Agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).</p> <p>In BCC Children's Services overall women and older employees are overrepresented. In BCC Targeted Services – older employees, women, White British, and Black/Black British employees are over-represented</p>
<p><a href="#">Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</a></p>	<p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector – in particular for Black and minority ethnic led organisations. 30% of the organisations surveyed stated to operate on an annual budget below £5,000, and an additional 18% operated on below £25,000. 42% of the organisations sampled had no paid staff at all and fully relied on volunteers to deliver their activities and services.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

There remains some evaluation of evidence based programmes to complete.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The proposals would develop greater provision for children and families on the edge of care, requiring some changes to workforce potentially as well as commissioning services. Staff would be consulted on any new proposals that could change the way that they work, but this proposal envisages a wider role for the VCS workforce who would then be engaged to work alongside the BCC workforce through clear terms of contract.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in a report that will be published on the Bristol City Council website in early 2022. We will take Budget consultation responses into account when developing our final proposals to put to the Cabinet and a meeting of the Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February 2022.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative

impact for citizens, service users or employees on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g. because they are over-represented in a particular cohort of affected service users), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

Because the underlying reasons for the Council’s budget deficit are very far reaching and likely to impact other public bodies and providers - we need to avoid making any assumptions that people’s needs will still be met by other / external provision if we reduce or decommission our existing services.

We are also aware of existing structural inequalities and particular considerations, issues and disparities for people in Bristol based on their characteristics ,which we have taken into account in making this budget proposal (detailed below).

Children and families with a high level of need are likely to live in more deprived areas of the City and be most impacted by the cost of living crisis.

The proposal does not reduce or change the roles of existing workforce but seeks to add services to support families. In order to do this, we propose the development of a full needs assessment of the cohort we want to help, to include a review of Child Protection conference audits and a service review that give views of families who have been subject to plans. We also have experts by experience working alongside us in the service who can support this work.

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation and in Bristol are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ Less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> <li>● Bristol Ageing Better says at least 11,000 older people are experiencing isolation in the city.</li> <li>● We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>● The UK Disability pay gap is 20% (2020)</li> <li>● There is a disproportionate impact of COVID-19 on disabled people <a href="https://www.gov.uk/government/news/the-lived-experience-of-disabled-people-during-the-covid-19-pandemic">The lived experience of disabled people during the COVID-19 pandemic - GOV.UK (www.gov.uk)</a></li> <li>● Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>● 22% of disabled people aged over 16 are economically active in Bristol compared with 70% of the general population, and are more likely to work part time.</li> <li>● Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>● Disabled people on average have lower qualification levels than the population as a whole.</li> <li>● A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>● Disabled people have lower car ownership levels</li> <li>● Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>● Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>● Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>● Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● Nationally the gender pay gap was 15.5% in 2020. This shows the relative pay gap between female and male employees and how the balance of pay is distributed in an organisation irrespective of equal pay for job roles.</li> <li>● Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>● Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> </ul>

	<ul style="list-style-type: none"> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT.</li> <li>• More than a third of LGBT staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT people face widespread discrimination in healthcare settings and one in seven LGBT people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <u>LGBT in Britain - Health Report</u> shows LGBT people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT people experienced depression in the last year</li> <li>• 14% of LGBT people have avoided treatment for fear of discrimination because they are LGBT.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect the rights of breastfeeding mothers.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Black, Asian and Minority Ethnic women more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above Transgender people are statistically more vulnerable to verbal and physical abuse. Transgender people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 Trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were Trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Black, Asian and minority ethnic people are disproportionately impacted by COVID-19</li> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minority ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> </ul>

<sup>2</sup> CoDE Briefing Bristol v2.pdf (runnymedetrust.org)

	<ul style="list-style-type: none"> <li>Organisations may lack cultural competence because Black, Asian and minority staff are under- represented.</li> <li>People from Black African, Other, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>Black Asian and minority ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>Black Asian and minority ethnic people are underrepresented in political and civic leadership.</li> <li>People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslims, and Islam is the second religion in Bristol after Christianity</li> <li>Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>9.8% (approximately 19,572 households) of all households in Bristol are living in fuel poverty (BEIS, 2020)</li> <li>4.2% of households have experienced moderate to severe food insecurity, rising to 13% in the most deprived areas of the city (QoL 2020-21)</li> <li>25% of people in Bristol are dissatisfied with the way the Council runs things, but this is 43% for people living in the most deprived areas of the city (QoL 2020-21).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.6 years for men and 7.2 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> </ul>

	<ul style="list-style-type: none"> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

This proposal will align with the Children's Belonging Strategy and contribute to a balanced budget. The proposal creates a positive benefit for children/young people in supporting them to remain within their family units, also for marriage/civil partnerships and for pregnancy/maternity

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

No significant negative impacts identified.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Benefit for children and young people and for pregnant women and marriage/civil partnerships because it is seeking to support family life.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Complete a full needs assessment of families on the edge of care	Gail Rogers	June 2023
Engage with potential providers in respect of the diversity of workforce matched to the Bristol population	Gail Rogers	June 2023
Engage with families/experts by experience to further develop proposals		April 2023

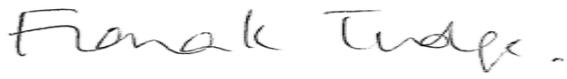
### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

*Services commissioned should meet the needs of the intended cohort and should evidence co-production*

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director<sup>3</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 17/1/2023	Date: 18/1/23

<sup>3</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P15 Increase social worker retention and recruitment	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Becky Lewis
Service Area: Children, Families and Safer Communities	Lead Officer role: Strategic Safeguarding and Quality Assurance Service Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

- This proposal aims to reduce the cost of using agency social workers by investing in routes into social work in Bristol and improving the pay and conditions of social workers to improve retention.

- We are currently operating in a national workforce sufficiency crisis for social workers with over 16% of social workers leaving the profession in the last year. This is reducing the available workforce for undertaking statutory social work roles and increasing the cost of hiring agency social workers. Bristol requires sufficient qualified and registered social workers to fulfil its statutory duties for children and provide high quality services to children and families.
- We aim to invest in more social work apprenticeships in Bristol to skill up committed and experienced staff in Bristol City Council who are currently working in allied professional roles such as Family Support Workers as Children’s Social Workers. We aim to increase the number of qualified social workers who are permanent staff by recruiting from abroad. We aim to retain the social workers we have in the council by increasing their pay to reflect the market rate as we currently pay less than our neighbouring authorities.
- This proposal will require the investment of £955,000. This investment will ensure that we do not continue to have worsening vacancy and turnover rates in the service preventing further costly use of agency social work staff and reducing agency spend year on year.

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

### 1.3 Will the proposal have an equality impact?

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																		
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																		
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																		
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																		
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="624 1648 1469 2123"> <thead> <tr> <th data-bbox="624 1648 951 1738">Quality of Life Indicator</th> <th data-bbox="951 1648 1469 1738">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="624 1738 951 1783">16 to 24 years</td> <td data-bbox="951 1738 1469 1783">12.5</td> </tr> <tr> <td data-bbox="624 1783 951 1827">50 years and older</td> <td data-bbox="951 1783 1469 1827">6.7</td> </tr> <tr> <td data-bbox="624 1827 951 1872">65 years and older</td> <td data-bbox="951 1827 1469 1872">3.2</td> </tr> <tr> <td data-bbox="624 1872 951 1917">Female</td> <td data-bbox="951 1872 1469 1917">8.6</td> </tr> <tr> <td data-bbox="624 1917 951 1962">Male</td> <td data-bbox="951 1917 1469 1962">8.5</td> </tr> <tr> <td data-bbox="624 1962 951 2007">Disabled</td> <td data-bbox="951 1962 1469 2007">21.6</td> </tr> <tr> <td data-bbox="624 2007 951 2051">Asian /Asian British</td> <td data-bbox="951 2007 1469 2051">9.9</td> </tr> <tr> <td data-bbox="624 2051 951 2123">Black/Black British</td> <td data-bbox="951 2051 1469 2123">19.8</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8
Quality of Life Indicator	% who find it difficult to manage financially																		
16 to 24 years	12.5																		
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65 years and older	3.2																		
Female	8.6																		
Male	8.5																		
Disabled	21.6																		
Asian /Asian British	9.9																		
Black/Black British	19.8																		

	Mixed/Multiple Ethnicity	16.3
	White British	7.8
	White Minority Ethnic	8.4
	Lesbian Gay or Bisexual	12.7
	No Religion or Faith	8.0
	Christian Religion	8.3
	Other Religions	18.2
	Carer	10.7
	Full Time Carer	14.0
	Part Time Carer	9.7
	Single Parent	28.6
	Two Parent	9.6
	Parent (all)	12.0
	No Qualifications	10.0
	Non-Degree Qualified	12.9
	Degree Qualified	6.7
	Rented (Council)	20.3
	Rented (HA)	20.6
	Rented (Private)	14.6
	Owner Occupier	4.6
	Most Deprived 10%	18.8
	<b>Bristol Average</b>	<b>8.7</b>

[Joint Strategic Needs Assessment \(JSNA\)](#)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

[HR Analytics: Power BI reports \(sharepoint.com\)](#) [internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)

Appendix – Workforce Diversity Data – summary analysis

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

### Summary of Bristol City Council workforce diversity

	Children's Services	Adult Social Care	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	17.3%	9.6%	12.2%	39.0%
Age 30-39	31.8%	16.6%	22.0%	24.0%
Age 40-49	24.5%	24.7%	24.4%	16.0%
Age 50-64	26.4%	49.1%	41.4%	21.0%
Age 65+	-	-	3.4%	-
Disabled	7.6%	10.6%	9.0%	12.0%
Asian / Asian British	1.6%	3.0%	2.9%	5.8%
Black / Black British	5.2%	7.8%	5.1%	5.3%
Mixed ethnicity	4.8%	3.6%	3.6%	2.9%
Other ethnic groups	0.6%	0.8%	0.4%	1.0%
White	80.0%	79.9%	79.8%	85.0%
Female	81.3%	79.7%	60.1%	49.0%
Male	18.7%	20.1%	39.3%	51.0%
Use another gender term	0.0%	0.1%	0.2%	-
Christian	22.9%	27.2%	25.9%	43.5%
Other religion/belief	5.0%	7.0%	6.6%	7.3%
No religion/belief	49.4%	40.6%	41.9%	41.5%
Lesbian, Gay or Bisexual	7.9%	5.7%	5.9%	9.1%
Trans	0.1%	-	0.1%	-

The changes provide the opportunity to recruit a more diverse workforce. Increasing apprenticeships provides the opportunity to attract and retain colleagues who may have faced systemic barriers to accessing higher education due to racism, Disablism, care experience or their socio-economic background, but who have significant skills into the workforce. Furthermore the aim to recruit internationally will provide the opportunity for a more ethnically diverse workforce in attracting skilled social workers from Southern Africa.

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](#)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

	<p>In 2020 (most recent data) the South West continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</a></p> <p><a href="#">Cost of Living Risk Index (arcgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley,</li> </ul>

	<p>Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</p>
<p><a href="#">An evaluation of the Bristol Race Equality Covid-19 Steering Group</a></p> <p><a href="#">Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</a></p> <p><a href="#">Delivering an inclusive economy post COVID-19</a></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff. In Children and Families Services there is under-reporting across all groups which mirrors the wider picture of under-reporting in the service.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures. There was an accessible version of the budget consultation produced (in Easy Read) after a delay and as such there has been an extension for Easy Read users to return their consultation responses.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

The social work workforce have been consulted on increasing their pay and retention through staff forums, meetings with managers, engagement in service areas by the Lead Member. They are in agreement with re-banding their pay to a higher grade and see this as a positive step.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely

disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

For this proposal our analysis suggests that the potential impact will be positive. Whilst we are seeking to recruit to an international workforce this will not prevent the ongoing recruitment of UK based social workers. Given the current rates of vacancies in the service and the plan to target these roles to entry level social work jobs not management posts this will only serve to meet our significant sufficiency gaps. Pay reward will be applied equally across the staff group. Apprenticeships will provide a new paid route into social work which is not otherwise available to unqualified staff.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	Potentially positive impact about access to a paid qualified role through apprenticeship programme which may have been a barrier previously
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	Potentially positive impact about access to a paid qualified role through apprenticeship programme where cost of training may have been a barrier previously to single parents or women with children.
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No x
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Positive impact of recruiting internationally is the increased diversity of the workforce. There is an opportunity for a diversity of skills and expertise coming into the council.</li> </ul>

	<ul style="list-style-type: none"> <li>Positive impact of apprenticeship scheme supporting people where there may have been systemic barriers to education gaining qualification as a social workers</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Potentially positive impact about access to a paid qualified role through apprenticeship programme which may have not been possible previously due to cost. This provides long term benefits with access to higher paid roles
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes No x
Potential impacts:	
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
We have not identified any significant negative impacts from the proposal
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
These proposals provide an opportunity to recruit a more diverse workforce, supporting under-represented groups into the workforce and retaining the staff we have in role to ensure that children and families in Bristol receive a safe high quality service.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

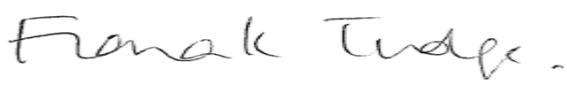
Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council’s website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.  We will monitor the changing demographics of the social work workforce through implementing these proposals	Becky Lewis	Annually

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity <a href="https://www.bristol.gov.uk/equalities-policy">Equalities policy - bristol.gov.uk</a>
We will monitor quarterly social work turnover; vacancy rates and agency use to track the benefits of this proposal and ensure we are successfully retaining our social work staff.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b>Reviewed by Equality and Inclusion Team</b>	
Date: 4/1/2023	4/1/23

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P17 EQIA - Budget Proposal - Early Years Family Information Website	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input checked="" type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Children and Education	Lead Officer name: Richard Hanks
Service Area: Learning City	Lead Officer role: Head of Service

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The purpose of the proposal is to reduce the annual budget available for the Family Information Service Website and offer as a £15k ongoing saving.

### 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: The proposal has the potential to impact on service users who may wish to access the information held on the Family Information Website. There are no anticipated impacts on BCC workforce, wider community, commissioned services or city partners.		

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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There will be no impact on service users as the website will continue to be provided as now. There is an annual surplus in the budget currently (the £15k being offered up) as the costs of running the site have

reduced following a previous re-procurement exercise and the subsequent move to our council provider, Liquid Logic.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Richard Hanks, Interim Director – Education and Skills
Date: 7/12/2022	Date: 21/12/2022

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P20 - Reduction in Community Development Activity, to be achieved by not recruiting to a number of existing vacancies.	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Adults and Communities	Lead Officer name: Penny Germon
Service Area: Neighbourhoods & Communities	Lead Officer role: Head of Service - Neighbourhoods and Communities

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Equality and Inclusion Team 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but delivers against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

To delete three vacant posts in the Neighbourhoods & Communities Community Development Team. The Community Development Team works to empower communities experiencing the greatest inequity so they can connect, take-action on the things they care about and collaborate with the city council.

The post holders get to know citizens and communities, they build trust, provide encouragement, support, information, connections and advice to citizens who want to make things happen in their communities. They are a connection into Bristol City Council and a conduit for information and collaboration facilitating joint work on things like cost of living, regeneration, vaccinations, housing. They facilitate joint work with community and voluntary sector and public sector organisations at a local level. One of the posts works specifically with Disabled people from a disability equality perspective recognising the inequity disabled people face.

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: Community Development works with a wide range of partners, their skills, knowledge and connections are sought by many organisations and teams.		

### 1.3 Will the proposal have an equality impact?

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="655 1346 1501 2107"> <thead> <tr> <th data-bbox="655 1346 975 1435">Quality of Life Indicator</th> <th data-bbox="975 1346 1501 1435">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1435 975 1480">16 to 24 years</td> <td data-bbox="975 1435 1501 1480">12.5</td> </tr> <tr> <td data-bbox="655 1480 975 1525">50 years and older</td> <td data-bbox="975 1480 1501 1525">6.7</td> </tr> <tr> <td data-bbox="655 1525 975 1570">65 years and older</td> <td data-bbox="975 1525 1501 1570">3.2</td> </tr> <tr> <td data-bbox="655 1570 975 1615">Female</td> <td data-bbox="975 1570 1501 1615">8.6</td> </tr> <tr> <td data-bbox="655 1615 975 1659">Male</td> <td data-bbox="975 1615 1501 1659">8.5</td> </tr> <tr> <td data-bbox="655 1659 975 1704">Disabled</td> <td data-bbox="975 1659 1501 1704">21.6</td> </tr> <tr> <td data-bbox="655 1704 975 1749">Asian /Asian British</td> <td data-bbox="975 1704 1501 1749">9.9</td> </tr> <tr> <td data-bbox="655 1749 975 1794">Black/Black British</td> <td data-bbox="975 1749 1501 1794">19.8</td> </tr> <tr> <td data-bbox="655 1794 975 1839">Mixed/Multiple Ethnicity</td> <td data-bbox="975 1794 1501 1839">16.3</td> </tr> <tr> <td data-bbox="655 1839 975 1883">White British</td> <td data-bbox="975 1839 1501 1883">7.8</td> </tr> <tr> <td data-bbox="655 1883 975 1928">White Minority Ethnic</td> <td data-bbox="975 1883 1501 1928">8.4</td> </tr> <tr> <td data-bbox="655 1928 975 1973">Lesbian Gay or Bisexual</td> <td data-bbox="975 1928 1501 1973">12.7</td> </tr> <tr> <td data-bbox="655 1973 975 2018">No Religion or Faith</td> <td data-bbox="975 1973 1501 2018">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

Summary of Bristol City Council workforce diversity

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%

Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

In the current Neighbourhoods and Communities Service workforce some groups are over-represented in comparison with the Bristol working age population:

- Age 50+ (16-29yr olds are under-represented)
- Women (80%)
- Disabled people (20%)
- Asian or Asian British employees
- Black or Black British employees
- Mixed ethnicity employees
- Other minoritised ethnic employees
- Lesbian, Gay or Bi employees

A smaller workforce and less recruitment could mean it will take longer to address the under-representation of young people

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://www.nomisweb.co.uk)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that

	<p>survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p>
<p><u>Cost of Living Risk Index (arccgis.com)</u></p>	<ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley,</li> </ul>

	Southmead, Easton, Avonmouth & Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.
<u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u>  <u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u>  <u>Delivering an inclusive economy post COVID-19</u>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

The proposal will reduce the capacity of the city council to work alongside communities, grow the capacity of communities to take action and deliver BCC and one city priorities. The work started with Disabled people and disabled people’s organisations from a disability equality perspective will stop.

Community Development works with citizens and communities experiencing the greatest inequity. In particular Black and minoritized communities, LGBTQ, Women, Disabled people and older people and people living in poverty or on low incomes will be most impacted. There will be a specific impact on Disabled people.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are Disabled. There are more Disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with Disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless Disabled people move into work at nearly one-third of the rate (11.0%) of workless non-Disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of Disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for Disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what Disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> </ul>

	<ul style="list-style-type: none"> <li>Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>There are differences between men and women in health practices and the way they use health services</li> <li>Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>Half of LGBT+ people experienced depression in the last year</li> <li>14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> </ul>

	<ul style="list-style-type: none"> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers.</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Staffing reductions will impact directly on people experiencing greatest inequity. Service priorities will be reviewed for 2023-24 taking account of staff reductions. A charging framework will be considered.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

No positive impacts identified

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Finance	Q4 2022-23
Prioritise service plan for 23/24 taking account staffing reductions	Penny Germon	Jan – March 2023
Explore development of a charging framework	Penny Germon	April 23 – March 24

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The proposal will reduce the teams capacity to contribute to the Equalities and Inclusion Strategy specifically Objective 4 and Objective 5 which will need to be reviewed.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Hugh Evans
Date: 7/12/2022	16 January 2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: P21 Home to education transport for 16-25 year olds	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> Changing
Directorate: People	Lead Officer name: Fiona Tudge
Service Area: Children and Families and Safer Communities	Lead Officer role: Director of Children's Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context:

Bristol City Council is required by law to set a balanced budget however we face a large potential gap in our core budget next year. With such a significant challenge the budget cannot be balanced without additional funding, making greater efficiencies (doing the same for less money) or by transforming the way we do things.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

The COVID-19 pandemic has been far reaching, with a lasting impact on our people and our economy. Our finances are stretched to the limit, and the UK Government has stopped funding local COVID-19 responses. Up and down the country councils are facing this funding crisis with less money to keep services going. This is because more money is needed to: help citizens with the impact of the COVID-19 pandemic; support low-income households and local businesses in need of support post-COVID-19; support more people than ever with mental health and social care services; and meet the rising need and cost of home to school transport for children with special educational needs and disabilities (SEND) etc. At the same time, the pandemic saw us receive less income from business rates, commercial rentals, parking, sports facilities, and our museums, shops and cafes.

The [Medium Term Financial Plan](#) underpins the Council's financial planning process and outlines the approach we will take to meet the challenges presented by focusing primarily on delivering efficiencies, service re-design programmes which cut across directorate boundaries, and increasing external income and Invest to Save revenue.

**This proposal:**

To develop more sustainable travel options, including independent travel, for young people with Special Educational Needs and Disability.

The proposal aligns with a piece of independent scoping work concluded December 2022 and with parent/carer engagement undertaken in September 2022.

There are now over 1,000 children being routed daily in vehicles from their home address to their school or college. All of these children are eligible for travel because they have an Education, Health and Care Plan (EHCP) and they are unable to travel independently to their setting.

Bristol is committed to supporting children and young people to live their lives in the most independent way that is safe for them (Belonging Strategy for example), and this aligns with the Preparing for Adulthood guidance seen across SEND in Bristol and nationally. Bristol currently has no independent travel training programme available to support young people to develop their skills for life and learn to travel with increased independence.

Where most young people transition to a college setting at the age of 16, the introduction of early independent travel training will support new skills that can be supported in the settings.

**1.2 Who will the proposal have the potential to affect?**

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

**1.3 Will the proposal have an equality impact?**

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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**Step 2: What information do we have?****2.1 What data or evidence is there which tells us who is, or could be affected?**

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics](#)

and intelligence (sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>
<p><a href="#">Census 2011</a> and <a href="#">Census 2021</a></p> <p><a href="#">2011 Census Key Statistics About Equalities Communities</a></p> <p><a href="#">Home to School Travel, Data and Demand Dec 2022</a> <a href="#">Explore Education Statistics, DfE 2022</a></p>	<p>The Census details the demographic profile of Bristol. The first results of the 2021 census will not be available until Spring 2022, so demographic data is still informed by 2011 census and other population related documents (listed below)</p> <p>There are approximately 1,200 children being routed in vehicles to an education setting daily. The numbers of children are estimated to grow as EHCPs increase as there is a direct correlation with around 33% of those with EHCPs requiring travel.</p> <p>129 children and young people over 16 are currently travelling to college in a vehicle.</p> <p>Current EHCPs are at 3,424 according to the DfE, but 3,694 according to Bristol performance data in November.</p> <p>EHCPs nationally are forecast to peak in 2024/25, but there is some indication that Bristol may continue to rise for another year as its demand curve was slower than seen nationally.</p>
<p><a href="#">The population of Bristol</a></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>
<p><a href="#">New wards: data profiles</a></p> <p><a href="#">Ward Profiles - Power BI tool</a></p>	<p>The Ward Profiles provide a range of data-sets, including Population, Life Expectancy, health and education disparities etc. for each of Bristol's electoral wards.</p>
<p><a href="#">Bristol Quality of Life survey 2020/21 final report</a></p> <p><a href="#">Quality of Life 2020-21 — Open Data Bristol</a></p>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the 2020 QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.</p> <p>The Open Data 'Equalities View' tool shows at a glance the disparities for each Quality of Life indicator based on people's characteristics and circumstances including protected characteristics, caring</p>

	responsibility, tenancy, education level, and deprivation.
<u>Citizens' Assembly</u>	The citizens' assembly is composed of 60 randomly selected participants. The group reflects as far as possible the diversity of the population in terms of age, sex, ethnicity, disability, employment status, and geographical location. Bristol Citizens' Assembly was part of a process created by the city of Bristol to gather public input to inform its COVID-19 recovery plan.
<u>Joint Strategic Needs Assessment (JSNA)</u>	The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.
<u>Final report on progress to address COVID-19 health inequalities - GOV.UK (www.gov.uk) December 2021</u>	Multiple sources of data and evidence have highlighted the disproportionate impact of COVID-19 on equalities communities, and the impact of measures taken to address this. This final report highlights the government response to the original recommendations and the long lasting 'take homes'. This highlights the importance of not treating ethnic minorities like a homogenous group and nurturing existing local partnerships and networks for public health programmes. It also gives recommendations around communications, developing and providing materials in multiple languages and working with community partnerships to improve understanding and co-create content for key audiences.
<u>HR Analytics: Power BI reports (sharepoint.com) [internal link only]</u>  <u>Equality and Inclusion Annual Progress Report 2020-21 (pdf, 982KB) Appendix – Workforce Diversity Data – summary analysis</u>	The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for Locally Managed Schools/Nurseries, Councillors, Casual, Seasonal and External Agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS). A high proportion of the Escorts travelling with children daily are from minoritised ethnic community groups.
<u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u>	Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector – in particular for Black and minority ethnic led organisations. 30% of the organisations surveyed stated to operate on an annual

budget below £5,000, and an additional 18% operated on below £25,000. 42% of the organisations sampled had no paid staff at all and fully relied on volunteers to deliver their activities and services.

**Additional comments: There is a no intention to reduce staffing as there is an insufficient number of Escorts to meet demand currently.**

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Age                            | <input checked="" type="checkbox"/> Disability          | <input checked="" type="checkbox"/> Gender Reassignment |
| <input checked="" type="checkbox"/> Marriage and Civil Partnership | <input checked="" type="checkbox"/> Pregnancy/Maternity | <input checked="" type="checkbox"/> Race                |
| <input checked="" type="checkbox"/> Religion or Belief             | <input checked="" type="checkbox"/> Sex                 | <input checked="" type="checkbox"/> Sexual Orientation  |

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

Parent/Carers of children using the HTST service were engaged through an online form and the key findings were that most were very happy with the service, there were issues with being able to contact the team in the office due to the lack of modern system; there was concern at the distance that children travel every day and concern at changes in drivers or escorts due to staff shortages. They also referenced too many children travelling in one vehicle.

A PWC evaluation of the service conducted in October through to December told us that the staff team are feeling over-stretched and powerless in the work that is coming in. Contractors also told us that they find it difficult to contact the team due to telephony problems.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in a report that will be published on the Bristol City Council website in early 2022. We will take Budget consultation responses into account when

developing our final proposals to put to the Cabinet and a meeting of the Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February 2022.

Changes to policy and practice in HTST will require full consultation with parents/carers and stakeholders. We hope to work with some focus groups of parents/carers to help us to implement improvements before full consultation.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact for citizens, service users or employees on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g. because they are over-represented in a particular cohort of affected service users), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

Because the underlying reasons for the Council's budget deficit are very far reaching and likely to impact other public bodies and providers - we need to avoid making any assumptions that people's needs will still be met by other / external provision if we reduce or decommission our existing services.

We are also aware of existing structural inequalities and particular considerations, issues and disparities for people in Bristol based on their characteristics ,which we have taken into account in making this budget proposal (detailed below).

Children with Special Educational Needs and Disabilities are amongst the most vulnerable in society. Enablers are very important for them, and none more so than those supporting their education. The proposals will be shaped through consultation and will aim to support skills for life that are achievable for each child as an individual.

<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation and in Bristol are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ Less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better says at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Children with special educational needs and disabilities are vulnerable through their disability characteristic and are the key group impacted by this proposal.</li> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• The UK Disability pay gap is 20% (2020)</li> <li>• There is a disproportionate impact of COVID-19 on disabled people <u><a href="https://www.gov.uk/government/news/the-lived-experience-of-disabled-people-during-the-covid-19-pandemic">The lived experience of disabled people during the COVID-19 pandemic - GOV.UK (www.gov.uk)</a></u></li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• 22% of disabled people aged over 16 are economically active in Bristol compared with 70% of the general population, and are more likely to work part time.</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Nationally the gender pay gap was 15.5% in 2020. This shows the relative pay gap between female and male employees and how the balance of pay is distributed in an organisation irrespective of equal pay for job roles.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> </ul>

	<ul style="list-style-type: none"> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT.</li> <li>• More than a third of LGBT staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT people face widespread discrimination in healthcare settings and one in seven LGBT people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT people experienced depression in the last year</li> <li>• 14% of LGBT people have avoided treatment for fear of discrimination because they are LGBT.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect the rights of breastfeeding mothers.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Black, Asian and Minority Ethnic women more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above Transgender people are statistically more vulnerable to verbal and physical abuse. Transgender people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 Trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were Trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Black, Asian and minority ethnic people are disproportionately impacted by COVID-19</li> </ul>

	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minority ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because Black, Asian and minority staff are under- represented.</li> <li>• People from Black African, Other, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black Asian and minority ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• Black Asian and minority ethnic people are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslims, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above

<sup>2</sup> CoDE Briefing Bristol v2.pdf (runnymedetrust.org)

<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• 9.8% (approximately 19,572 households) of all households in Bristol are living in fuel poverty (BEIS, 2020)</li> <li>• 4.2% of households have experienced moderate to severe food insecurity, rising to 13% in the most deprived areas of the city (QoL 2020-21)</li> <li>• 25% of people in Bristol are dissatisfied with the way the Council runs things, but this is 43% for people living in the most deprived areas of the city (QoL 2020-21).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.6 years for men and 7.2 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

This proposal will align the Council with the regulations and national guidance in this area. This also gives disabled children an equal opportunity to access services and prepare for adult life through the addition of independent travel training.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
--

none

<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
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This work will benefit children with SEND in providing an additional service to support them to develop more independence as they are able to achieve this. There are few workforce impacts because service demand is greater currently than staff available to provide support, and there is no intention to reduce the workforce.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
To establish stakeholder planning groups to inform change and develop new independence training programme	Gail Rogers	June 2023

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Children whose EHCPs indicate that they could begin to develop greater independence skills will have access to this as and when they need it. The percentage of children and young people aged over 16 and travelling in a vehicle to school will reduce (currently 11%)
--

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>3</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 3/1/2022	Date: 4/1/22

<sup>3</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P23- Early help in communities, including Children’s Centre & Family Hubs	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: K Carr
Service Area: Children and Families	Lead Officer role: Head of Early intervention & Targeted Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Equality and Inclusion Team 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

This aim is to initially realign resources across children’s centres and our wider Early Intervention and Targeted Service in the context of the development of Family Hubs. There are 3 objectives

The aim is to refocus some of the work carried out, particularly at management level, across children’s centres and early intervention and targeted services to focus on leading and delivering on the transformation and implementation of Family Hubs by March 2025. This will achieve savings as transformation work is funded through the Family Hub & Start for Life Programme.

Further work will be needed to identify efficiencies through delivery beyond the end of programme for 2025/26. This will be possible through the increased colocation and codelivery of family hub services through local venues and the development of a strong digital offer that will be in place by March 2025.

Saving £134,000.

**Objective 2 ) Children centre hub transition to Early Intervention and Targeted Services.**

a) The operational management of the Children’s Centres transferred to Early Intervention and Targeted Services in April 22. This has enabled the identification of efficiencies to management and resource costs with no impact on staffing levels.

Saving £92,000

b) There are high level of reserves that have been built up for children’s centres in previous years. This enables a further reduced budget to be set in 2023/24. However, the reserves will not be carried into 2024/25 and predicted underspends are reducing year on year. This will need to be considered and accounted for in the context of a wider review of children’s centres premises which will be consulted on separately and is not in scope of this proposal.

Saving £170,000 in 23/24

**Objective 3) Intervention & Targeted Services**

Throughout 24/25 we will review vacancies with the aim of reducing the staffing budget by £209,000.

Summary of budget proposals

Budget	Budget	Savings for 2023/4
EY General – Maintained Children’s Centre budgets	£2,917,240	£396,000
Families in Focus	£3,053,000	£209,000
Total	£5,970,240	£605,000

**1.2 Who will the proposal have the potential to affect?**

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

**1.3 Will the proposal have an equality impact?**

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

Our early intervention and targeted services early help delivery aims to reduce inequalities through enabling children, young people and families to access the right help at the right time and the Family Hubs development will improve access to universal and early help services in areas with the highest levels of deprivation and disproportionately poor health and educational outcomes.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.

Ward profile data (bristol.gov.uk)

The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.

Bristol Quality of Life Survey 2021-22

The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.

The Quality of Life 2021/22 data dashboard highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7

Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-

	<table border="1"> <tr> <td>Christian</td> <td>25.9%</td> <td>43.5%</td> </tr> <tr> <td>Other religion/belief</td> <td>6.6%</td> <td>7.3%</td> </tr> <tr> <td>No religion/belief</td> <td>41.9%</td> <td>41.5%</td> </tr> <tr> <td>Lesbian, Gay or Bisexual</td> <td>5.9%</td> <td>9.1%</td> </tr> <tr> <td>Trans</td> <td>0.1%</td> <td>-</td> </tr> </table>	Christian	25.9%	43.5%	Other religion/belief	6.6%	7.3%	No religion/belief	41.9%	41.5%	Lesbian, Gay or Bisexual	5.9%	9.1%	Trans	0.1%	-	
Christian	25.9%	43.5%															
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Lesbian, Gay or Bisexual	5.9%	9.1%															
Trans	0.1%	-															
<p><a href="https://nomisweb.co.uk">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></p> <p><a href="https://ons.gov.uk">Business demography, UK - Office for National Statistics (ons.gov.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>																
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</a></p> <p><a href="https://arccgis.com">Cost of Living Risk Index (arccgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK</li> </ul>																

	<p>households that include Disabled children pay on average £600 more for their energy bills than an average household</p> <ul style="list-style-type: none"> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-representation.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

Any reduction in budget to early intervention and targeted services has potential to disproportionately impact on children and young people and families who experience inequalities particularly young people, families with children or adults with disabilities, families from black and ethnic minoritised communities, those experiencing socio-economic hardship, including refugee and asylum seeking families.

The proposals are designed to mitigate disproportionate impact for children and young people and families who experience inequalities through the development of outreach work, strengthened partnership working and delivery of services for families in community settings. Services will be particularly targeted to areas of highest need and be designed to provide families who often face barriers to accessing support with improved access to universal and early help.

As children's centres are a local service, often co-located with education provision, any reductions are likely to have a disproportionate impact on low-income households, those who are more reliant on public transport or who find their transport links are less convenient and accessible, as well as parents and carers (predominantly women as main care givers) and children - particularly Disabled children and those with complex needs.

Further equality impact assessment is underway to maximise the positive impact of outreach and online work and mitigate any potential negative impacts of a reduction in maintained buildings.

**Summary of impact**

Objective 1 can be delivered with minimum impact in 2023/24 and 2024/25 as work can be realigned to deliver the transformation of Family Hubs. The aim of the Family Hubs programme will enable us to work more closely with other agencies to develop a stronger, more accessible universal and help community based offer. This work will enable us to have improved services, particularly for those who are seldom heard and face obstacles to accessing services.

Funding may not be available beyond 2024/5 but we will identify further efficiencies as we will have developed a strong digital and outreach offer and will have a stronger model of co-location and co-delivery with other services.

Objective 2 - There is little to no impact from the implementation of this proposal as historically this budget has been underspent, high levels of reserves have been maintained and management costs are reduced as the service have come across to BCC management and are no longer managed by schools, without any impact on staffing. However, a separate review will need to take place to enable continued deliver within the revised budget in 2024/25.

Objective 3 - There will be no impact on individual staff through this proposal as it relates to reduction of numbers of staff. There will however be an impact on service delivery, without a management of change process. This work will therefore link into the planned review and there will be separate consultation process and EQIA linked to this.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:               <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> <li>• The service is aimed at children and so any changes will directly affect them</li> </ul>
Mitigations:	See general comments above .
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are:               <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> <li>• As children's centres are a local service, often co-located with education provision, any reductions are likely to have a disproportionate impact on low-income households, those who are more reliant on public transport or who find their transport links are less convenient and accessible, as well as parents and carers (predominantly women as main care givers) and children - particularly Disabled children and those with complex needs. Further equality impact assessment is underway to maximise the positive impact of outreach and online work and mitigate any potential negative impacts of a reduction in maintained buildings.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> </ul>

	<ul style="list-style-type: none"> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> <li>• As children's centres are a local service, often co-located with education provision, any reductions are likely to have a disproportionate impact on low-income households, those who are more reliant on public transport or who find their transport links are less convenient and accessible, as well as parents and carers (predominantly women as main care givers) and children - particularly Disabled children and those with complex needs. Further equality impact assessment is underway to maximise the positive impact of outreach and online work and mitigate any potential negative impacts of a reduction in maintained buildings.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> </ul>

	<ul style="list-style-type: none"> <li>14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> </ul>

	<ul style="list-style-type: none"> <li>Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> <li>As children's centres are a local service, often co-located with education provision, any reductions are likely to have a disproportionate impact on low-income households, those who are more reliant on public transport or who find their transport links are less convenient and accessible</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> </ul>

	<ul style="list-style-type: none"> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers.</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities, we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

Any reduction in budget to early intervention and targeted services has potential to disproportionately impact on children and young people and families who experience inequalities particularly young people, families with children or adults with disabilities, families from black and ethnic minoritised communities, those experiencing socio-economic hardship, including refugee and asylum seeking families.

This is mitigated through the development of outreach work, strengthened partnership working and improving access to universal and early help for families in community settings. Services will be particularly targeted to areas of highest need and be designed to provide families who often face barriers to accessing information and support. As children's centres are a local service, often co-located with education provision, any reductions are likely to have a disproportionate impact on low-income households, those who are more reliant on public transport or who find their transport links are less convenient and accessible, as well as parents and carers (predominantly

women as main care givers) and children - particularly Disabled children and those with complex needs. Further equality impact assessment is underway to maximise the positive impact of outreach and online work and mitigate any potential negative impacts of a reduction in maintained buildings.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

The key aim of the development of Family Hubs is that access to universal and early help will be improved for children, young people and families, particularly those who experience socio-economic and health inequalities.

**4.2 Action Plan**

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

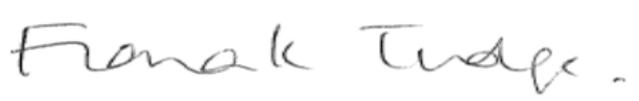
Improvement / action required	Responsible officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Kirsten Carr	February 2022

**4.3 How will the impact of your proposal and actions be measured?**

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 3/1/2022	4/1/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: P25 <b>Bristol Children's Homes</b>	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: James Beardall
Service Area: Children and Families	Lead Officer role: Head of Service PASS

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

We will increase our available capacity of Council run children's homes. This will help us to try and reduce the number of children who are placed in expensive placements outside of the city, improving outcomes whilst reducing our overall expenditure.

The scope of this proposal includes Children’s Homes Team and Manager, children and young people in care and citizens who could be potential members of staff in our children’s homes.

We have been running an ambitious project to re-profile our Bristol City Council Children’s Homes which has meant that we have incrementally replaces out old larger more institution buildings with smaller family homes that are like “any other house on the street”. This is in keeping with best practice and what children have told us that they want.

There is no further funding needed for this as the funding is secured as part of the existing programme.

There is only a positive impact on this proposal as it means that more places will become available for children to live in children’s homes in Bristol that need them. It will mean that children will be able to live in their own city, go to their school and maintain their important relationships with the family, extended family and their friendship networks.

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

### 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

There is only a positive impact on this proposal as it means that more places will become available for children to live in children’s homes in Bristol that need them. It will mean that children will be able to live in their own city, go to their school and maintain their important relationships with the family, extended family and their friendship networks.

Within this proposal there the development of a homes for disabled children that will be specially adapted to meet their needs. There are limited residential resources for disabled children in Bristol which means that if they need residential care then they will need to live some distance away.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](https://www.bristol.gov.uk/data-statistics-intelligence). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](https://www.bristol.gov.uk/open-data); [Joint Strategic Needs Assessment \(JSNA\)](https://www.bristol.gov.uk/joint-strategic-needs-assessment); [Ward Statistical Profiles](https://www.bristol.gov.uk/ward-statistical-profiles).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](https://www.bristol.gov.uk/hr-analytics-power-bi-reports) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](https://www.bristol.gov.uk/employee-staff-survey-report) and [Stress Risk Assessment Form](https://www.bristol.gov.uk/stress-risk-assessment-form)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="#">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life Survey 2021-22</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.  The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the

health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

[HR Analytics: Power BI reports \(sharepoint.com\)](#) [internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

### Summary of Bristol City Council workforce diversity

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](#)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are

	<p>retired. The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></p> <p><u>Cost of Living Risk Index (arccgis.com)</u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet</li> </ul>

	<p>rising housing and living cost. Almost three in ten homes in Bristol are privately rented</p> <ul style="list-style-type: none"> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>[Source]</p>	

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include

individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol’s diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council’s Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the ‘Action Plan’ Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:             <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are:             <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> </ul>

	<ul style="list-style-type: none"> <li>Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>There are differences between men and women in health practices and the way they use health services</li> <li>Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked bLGBT because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>Half of LGBT+ people experienced depression in the last year</li> <li>14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice</li> </ul>

	<p>and discrimination because of the way in which they transgress many of the norms of our culture and society.</p> <ul style="list-style-type: none"> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> </ul>

	<ul style="list-style-type: none"> <li>Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

We will increase our available capacity of Council run children's homes. This will help us to try and reduce the number of children who are placed in expensive placements outside of the city, improving outcomes whilst reducing our overall expenditure.

We have been running an ambitious project to re-profile our Bristol City Council Children's Homes which has meant that we have incrementally replaces out old larger more institution buildings with smaller family homes that are like "any other house on the street". This is in keeping with best practice and what children have told us that they want.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	James Beardall	Ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

[add specific measures or KPIs here]

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 12/12/2022	14/12/22

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R2 – Democratic Engagement	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Legal and Democratic Services	Lead Officer name: Lucy Fleming
Service Area: Democratic Engagement	Lead Officer role: Head of Democratic Engagement

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### **Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### **This proposal**

This proposal will require savings of £50k to be made from staff efficiencies from Democratic Engagement from 2024/25. Details of how we plan to make this saving will be confirmed once details of the Committee Model are available as this will provide insight into how resources should be deployed.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

At this stage we have not identified any negative equality impact from the proposal, as detailed information about how the savings will be made will not be available until late 2023. The current Democratic Engagement Service has around 30 employees with no significant over-representation by protected characteristic groups. Any subsequent implementation of staff efficiencies will be subject to our Management of Change policy, and an equality impact assessment will be updated to identify and address any new/emerging equality issues arising from staff consultation.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim O'Gara
Date: 10/1/2023	10/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R3 – Lord Mayor’s Chapel	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Legal and Democratic Services	Lead Officer name: Lucy Fleming
Service Area: Democratic Engagement	Lead Officer role: Head of Democratic Engagement

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

We propose passing responsibility for management of the Lord Mayor’s Chapel to Bristol Cathedral. We do not anticipate that this will have any impact on the current congregation or existing events that are of interest to the wider community.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://www.bristol.gov.uk/how-we-measure-equality-and-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)

<p><u>The population of Bristol</u></p> <p><u>Bristol Key Facts 2022</u></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																																										
<p><u>Ward profile data (bristol.gov.uk)</u></p>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																																										
<p><u>Bristol Quality of Life Survey 2021-22</u></p>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <u>Quality of Life 2021/22 data dashboard</u> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="655 992 1497 2094"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr><td>16 to 24 years</td><td>12.5</td></tr> <tr><td>50 years and older</td><td>6.7</td></tr> <tr><td>65 years and older</td><td>3.2</td></tr> <tr><td>Female</td><td>8.6</td></tr> <tr><td>Male</td><td>8.5</td></tr> <tr><td>Disabled</td><td>21.6</td></tr> <tr><td>Asian /Asian British</td><td>9.9</td></tr> <tr><td>Black/Black British</td><td>19.8</td></tr> <tr><td>Mixed/Multiple Ethnicity</td><td>16.3</td></tr> <tr><td>White British</td><td>7.8</td></tr> <tr><td>White Minority Ethnic</td><td>8.4</td></tr> <tr><td>Lesbian Gay or Bisexual</td><td>12.7</td></tr> <tr><td>No Religion or Faith</td><td>8.0</td></tr> <tr><td>Christian Religion</td><td>8.3</td></tr> <tr><td>Other Religions</td><td>18.2</td></tr> <tr><td>Carer</td><td>10.7</td></tr> <tr><td>Full Time Carer</td><td>14.0</td></tr> <tr><td>Part Time Carer</td><td>9.7</td></tr> <tr><td>Single Parent</td><td>28.6</td></tr> <tr><td>Two Parent</td><td>9.6</td></tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0	Christian Religion	8.3	Other Religions	18.2	Carer	10.7	Full Time Carer	14.0	Part Time Carer	9.7	Single Parent	28.6	Two Parent	9.6
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Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%

White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://www.nomisweb.co.uk)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

[Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities \(Oct 2022\)](#)

[Cost of Living Risk Index \(arcgis.com\)](https://arcgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the "smoothing" effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).

	<ul style="list-style-type: none"> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This does not mean that you can't complete the assessment without

the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff. For smaller teams diversity reporting is redacted to protect the confidentiality of individual employees and sensitive information about protected characteristics is not always known to e.g. line managers unless it is explicitly disclosed.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

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

We do not have any evidence at this stage to indicate that the proposal will have a significant impact on the current congregation or existing events that are of interest to the wider community.

A transfer of management of the Lord Mayor’s Chapel will have an impact on staff. This will require the Council’s management of Change process to be followed.

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are:</li> </ul>

	<ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> <ul style="list-style-type: none"> <li>● Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>● We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● 17% of Bristol's population are disabled. There are more disabled women than men living in Bristol.</li> <li>● In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>● Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>● the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>● Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>● Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>● Disabled people on average have lower qualification levels than the population as a whole.</li> <li>● A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>● Disabled people have lower car ownership levels</li> <li>● Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>● Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>● Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>● Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> <li>● The Lord Mayor's Chapel is not a wheelchair accessible venue. If the responsibility for management of the Lord Mayor's Chapel passes to Bristol Cathedral then the council would no longer be directly responsible for making reasonable adjustments there.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> </ul>

	<ul style="list-style-type: none"> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Lord Mayor’s Chapel is non-denominational and under the proposal would be transferring to the Church of England, where same-sex marriages are not permitted. This will not have a significant impact as no same-sex marriages have ever taken place at the Chapel.</li> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised</li> </ul>

	<p>identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</p> <ul style="list-style-type: none"> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> </ul>

	<ul style="list-style-type: none"> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• We do not anticipate that this proposal will have an impact on Christians as the current services and support for the congregation will continue, as will wider community events.</li> <li>• There are at least 45 religions represented in Bristol.</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Many places of worship are being used as warm spaces in response to the cost of living crisis. The Lord Mayor's Chapel is not currently considered suitable as warm space due to the limited heating available, and staffing constraints meaning the building cannot usually be used outside of normal opening times.</li> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Witherwood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers.</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

No significant impacts identified at this stage for the current congregation or wider community. Any emerging impacts for affected staff to be identified and mitigated as part of management of change and transfer of undertakings process as appropriate.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

None identified at this stage.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		
Equality Impact Assessment to be updated if there are any emerging equality issues identified prior to implementation.	Lucy Fleming – Head of Democratic Engagement	2023-24

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim O'Gara
Date: 10/1/2023	10/1/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R4.1 Member Development	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Legal and Democratic Services	Lead Officer name: Lucy Fleming
Service Area: Democratic Engagement	Lead Officer role: Head of Democratic Engagement

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

We propose reducing the budget for Member Development by £60k per annum. This will lead to fewer development activities for elected representatives, including the range of training provided for the induction and refresher programme for new and returning Councillors following each election.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: N/A – Elected Members		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

We have not identified any significant equality impact from the proposal. We will mitigate the impact of reduced overall funding by delivering training in house and/or using the LGA where possible. We plan to retain a small officer resource to provide the remaining services, and support will be targeted at Members with access needs. Training on equalities and diversity for elected Members will not be affected by this proposal.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Tim O'Gara
Date: 16/12/2022	16/12/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R6 Executive Office	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Ben Mosley
Service Area: Legal & Democratic Services	Lead Officer role: Head of the Executive Office

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

The aim of this proposals is to reduce the amount of money we spend on staff whose role is to provide administrative support to Executive Directors and Directors.

The Executive Office provides a high quality administrative, governance and policy support service to the Chief Executive, Executive and Directors to support the Council's senior leadership team to deliver the best possible outcomes for Bristol. The Executive Office facilitates integrated working between the

Mayor, Chief Executive, Cabinet Members and the Corporate Leadership team to ensure there is an effective operational interface between the Council's political and corporate leadership.

It assists in the development and delivery and objectives set by the Mayor and Chief Executive with Directors and Cabinet Members and manage the overall work and business management of the three Directorates. The services collates, analyses and distributes information on behalf of the Council's directorates and have overall responsibility for the implementation of the Council's Key Decision Making Pathway and publication of the Mayor's Forward Plan.

The services also oversees the administration of the Council's Corporate Leadership Board, Mayor's Strategic Board, Cabinet Board, Executive Director Meetings, Cabinet Member Briefings, WECA Coordination Meetings, Extended Leadership Meetings and Director Leadership Team meetings, following up on actions from each meetings to ensure decisions are implemented.

The Executive office provides business support and planning to Chief Executive and Directors, taking ownership and responsibility for end-to-end processes in in each directorate and as well diary management. the Services also identifies opportunities for policy development across the full range of the council's services, undertaking project work and research when required by the Mayor or the Corporate Leadership Team.

The Executive Office support the Council's Political and Corporate Leadership to maintain and build productive relationships at all levels of the Council and with external partners. It is responsible for ensuring the Mayor, Chief Executive, Cabinet and Corporate Leadership Board have information they need to lead the Council. It supports political and corporate leaders to develop and deliver solutions to complex challenges and opportunities - facilitating the development of key projects where necessary.

The savings proposal will reduce the amount of administrative support provided to the council's senior leadership team. The proposal will reduce the Executive Office's staffing budget of £950k by £150k. In practice this means the Council will employ fewer Director's Assistants to support Directors with their activities. Directors are likely to have to share a Director's Assistant with another Director or Cabinet Member.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](https://www.bristol.gov.uk/data-statistics-intelligence). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<a href="#">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.
<a href="#">Bristol Quality of Life Survey 2021-22</a>	The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online & paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.  The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.

For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:

Quality of Life Indicator	% who find it difficult to manage financially
16 to 24 years	12.5
50 years and older	6.7
65 years and older	3.2
Female	8.6
Male	8.5
Disabled	21.6
Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform

decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

[HR Analytics: Power BI reports \(sharepoint.com\)](#)  
[internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)  
Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

Diversity data for smaller teams is redacted in the main Workforce Diversity report. Information for the Executive Office shows that a slightly higher proportion of colleagues are Disabled, compared to the BCC average.

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](#)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people

	<p>working in ‘professional occupations’ (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></p> <p><u>Cost of Living Risk Index (arcgis.com)</u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>

<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p>
<p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p>	<p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p><u>Delivering an inclusive economy post COVID-19</u></p>	

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

We have not identified any significant negative equality impact at this stage. The Service will be restructured to reflect current staffing levels and we do not anticipate current members of the Executive Office Staff will be placed at risk of redundancy. However, there will be less capacity within the service to coordinate and administrate internal management and project meets, so impact of this change will be increased workload for the Director Assistant.

Whilst we do not anticipate any significant reduction in e.g. health, education, or standing of living for Bristol residents, the proposal may also mean the Executive Office will take longer to respond to enquiries from the public, external stakeholders and city partners.

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely

disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

The proposal will reduce the Executive Office’s staffing budget of £950k by £150k. In practice this means the Council will employ fewer Director’s Assistants to support Directors with their activities. Directors are likely to have to share a Director’s Assistant with another Director or Cabinet Member. The impact of this change will be increased workload for the Director Assistant, whilst there are no plans for redundancies or pay cuts for existing staff, it will be ensured that staff are supported and still have all their needs met regarding protected characteristics, despite increased workload/lower staffing levels.

This could also mean the Executive Office will take longer to respond to enquires from the public, external stakeholders and city partners. In addition, there will be less capacity within the service to coordinate and administrate internal management and project meets. However, urgent enquiries will be dealt with in a timely manner, and it will be ensured that concerns relating to protected characteristic will be dealt with accordingly.

There are no plans for redundancies or pay cuts for existing staff.

There are a higher number of women working in the Executive office than the BCC average. So, the considerations for Women provided in section 3.1 need to be especially considered in this department (e.g. women often being the main carer can be considered alongside possible increased work capacity in some areas for Executive Assistants).

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:               <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general Page 302 above

<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As above a somewhat higher than average proportion of staff in Executive Office are Disabled.</li> <li>• 17% of Bristol's population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>

Mitigations:	See general comments above. As part of any management of change process we will review whether changed activities or workload may have any disproportionate impact for disabled colleagues and ensure effective reasonable adjustments are made.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> </ul>

	<ul style="list-style-type: none"> <li>• More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <u>LGBT in Britain - Health Report</u> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>3</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as worship spaces and shopping centres is more accessible and</li> </ul>

	friendly for people from faith groups where regular prayer is required.
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't

- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

No significant negative impact identified. There will be less administrative capacity within the service to which may increase workload and/or response times. Workforce changes will be subject to Management of Change process and further consideration of equality impacts.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

None identified

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqIAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Ben Mosely	Ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities

impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Tim O’Gara
Date: 16/01/2023	16/1/2023

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R8 - Review of Legal Services Budget	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Nancy Rollason
Service Area: Legal & Democratic Services	Lead Officer role: Head of Legal Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

This proposal relates to the provision of legal services to the Council by the Legal Services Team. The aim of the proposal is to make £250K savings in the legal budget through managing the demand for the services, reduction on work done by the service and reduction in agency placements.

The saving will be achieved by the deletion of vacant posts or the creation of posts at a lower grade to replace vacant posts, as well as a reduction in the agency budget.

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

### 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

We do not anticipate any equality impact as the proposal only relates to vacant posts and reduction in agency placements. If posts are created at a lower, non-qualified level, this will open up opportunities to a wider range of applicants.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim O'Gara
Date: 4/1/2023	4/1/23

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: R9 IT Service & R11 City Innovation Team [2023.24 Budget Proposals; collectively referred to as Digital Transformation restructure]	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" 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: Resources	Lead Officer name: Gavin Arbuckle
Service Area: Digital Transformation comprising: <ul style="list-style-type: none"> <li>• Applications and Digital             <ul style="list-style-type: none"> <li>○ Digital Delivery</li> <li>○ Applications Support</li> <li>○ Systems Support</li> <li>○ Housing Systems</li> </ul> </li> <li>• City Innovation Team</li> <li>• IT Business Partners</li> <li>• Service Improvement, Performance and Operations comprising:             <ul style="list-style-type: none"> <li>○ Enterprise Architecture</li> <li>○ Operational Procurement and Finance</li> <li>○ IT Support (incl. Service Desk, End User Compute, Problem Management)</li> <li>○ Service Transition (incl. IT Delivery, Assets and Configuration, Service Introduction, Change &amp; Release Management, Quality Assurance and User Acceptance Testing)</li> <li>○ Infrastructure (incl. SysOps, Networks &amp; Telephony)</li> </ul> </li> </ul>	Lead Officer role: Head of Service Improvement, Performance and Operations

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## **Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

## **This proposal**

This is a service-wide restructure with the main aim of reducing staffing costs in the Digital Transformation service. It is part of overall council-wide efforts to save money due to a projected overall council budget gap of between £37.5m - £87.6m over five years. There is an over-riding and urgent need to make savings in order to ensure that the council remains financially sustainable.

The Digital Transformation division (as was) is contributing to that budget gap, with unresolved base budget pressures of circa £2.1m (reduced to circa £1.65m through existing mitigations), which is before future pressures including increased pay awards are considered.

These drivers, alongside the Corporate Strategy aim to become a smaller and more efficient organisation, mean we need to reduce our spending on staff costs, reduce the size of the service and what it offers.

At the same time, there are known issues in how the service approaches policy, procurement and governance, identified several audits. There is also much digital transformation activity across the council, meaning we need new capacity and skills to meet the evolving business model for IT, which includes working with a private sector partner and requires us to have more commercial and client-side skills and capacity.

To achieve this, the restructure proposes reducing our overall staffing headcount whilst also establishing new roles within a 'Digital Strategy and Transformation' team; working on commercial matters, policy and governance.

The restructure can be expected to reduce some elements of the service offered by Digital Transformation, specifically:

- IT Service Desk hours changing to 08:30 -18:00 (currently 07:00 -17:00).
- Reduction in service hours. Reducing cover from 10 down to 9 hours per day across a number of teams, particularly in the Application Support area.
- Reduction in activities -teams will be focussed on critical or statutory tasks and 'nice to have' activities (such as advice and guidance) will cease or move back to other colleagues;

However some areas should benefit, including:

- Improved governance, grip and sight of our IT/Digital projects and estate
- Reinvigorating our business partnering model – giving easier access to named Single Points of Contact for internal customers
- Continued delivery of the council's Digital Transformation Programme and its benefits

- The service being on a financially sustainable footing and so able to focus leadership time on service provision and quality, rather than addressing financial pressures

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: The proposals directly affect the council's staff working across the Digital Transformation service, and may indirectly affect other colleagues in terms of there being a reduced service offer from the service in future.		

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
HR Diversity Dashboard	The HR Diversity Dashboard provides an overview of divisional staff across a range of protected characteristics; however, it does not provide specific detail

about specific teams within the affected cohort.

At a divisional level:

- Young employees are under-represented and older employees (from 40+) are over-represented
- Black/Black British; Asian/Asian British: and other minoritised ethnic employees are broadly represented, although there is under-representation of Black/Black British employees within Applications and Digital
- Men are significantly over-represented Service Improvement, Performance and Operations
- Women are significantly under-represented in Service Improvement, Performance and Operations
- Christian: 12 - 17% compared to Bristol working age population 43.5%

**Service Improvement, Performance and Operations - HR Diversity Report retrieved 11/11/2022 [includes City Innovation Team]**

	% SIPO	% Bristol City Council	% Bristol Economically Active Citizens
Age 16-29	15.0	12.3	39.0
Age 30-39	18.3	21.0	24.0
Age 40-49	28.3	23.7	16.0
Age 50-64	36.7	39.6	21.0
Age 65+	1.7	3.4	-
Disabled	15.0	9.1	12.0
Asian/Asian British	6.7	2.8	5.8
Black/Black British	5.0	5.1	5.3
Mixed ethnicity	1.7	3.6	2.9
Other ethnic groups	0.0	0.4	1.0
White	60.0	79.8	85
Female	16.7	60.3	49
Male	81.7	39.2	51
Civil Partnership	0.0	0.2	-
Married	3.3	12.7	-
Christian	16.7	26.6	43.5
Other religion/belief	8.3	6.5	7.3
No religion/belief	35.0	40.7	41.5
LGB	8.3	5.8	9.1
Trans	1.7	0.1	-

**Applications and Digital - HR Diversity Report retrieved 11/11/2022 [includes IT Business Partners]**

	% A&D	% Bristol City Council	% Bristol Economically Active Citizens
Age 16-29	10.1	12.3	39.0
Age 30-39	23.2	21.0	24.0
Age 40-49	23.3	23.7	16.0
Age 50-64	42.0	39.6	21.0
Age 65+	1.4	3.4	-

	Disabled	11.6	9.1	12.0
	Asian/Asian British	5.8	2.8	5.8
	Black/Black British	2.9	5.1	5.3
	Mixed ethnicity	4.3	3.6	2.9
	Other ethnic groups	0.0	0.4	1.0
	White	82.6	79.8	85
	Female	49.3	60.3	49
	Male	50.7	39.2	51
	Civil Partnership	0.0	0.2	-
	Married	17.4	12.7	-
	Christian	11.6	26.6	43.5
	Other religion/belief	7.2	6.5	7.3
	No religion/belief	47.8	40.7	41.5
	LGB	7.2	5.8	9.1
	Trans	0.0	0.1	-
Primary knowledge (direct interaction)	Some sensitive diversity information disclosed by employees on confidential HR records is only reportable at service area level and is redacted in filtered reporting for data protection purposes.  Employees may well hold protected characteristics which are not visible or disclosed.			
<b>Additional comments:</b> Higher % of unknown or not disclosed data in relation to Marital Status (average 80% undisclosed), Sexual Orientation (approx. 25% undisclosed), Trans (approx. 60% undisclosed).				

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

There is a gap relating to a further systems team due to transfer to the Digital Transformation service, where we do not yet have management access to diversity data.

There are also gaps in knowledge relating to Pregnancy/Maternity and some gaps in relation to disclosed data relating to Marital Status, Sexual Orientation, and Trans.

Data is only available at a broad service level, so impacts within particular teams will need to be considered by managers using primary knowledge.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The council's Managing Change Policy is being followed, and this workforce is aware of the intention to restructure.

The dates for consultation will be shared by email. Trade Unions have been notified of the intention to restructure and consult colleagues, and an initial meeting held.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

Staff will be briefed during the launch of proposals and will have one-to-one meetings with senior managers to provide feedback and clarify anything during the consultation period.

There will be ongoing communication and engagement via individual meetings (both formal one-to-ones and ad-hoc) and collectively at management team meetings.

Trade Union representatives will be sent the proposals, business case and EQIA at the launch of the consultation, with further discussion offered and job paperwork, job evaluation questionnaires to follow. Regular weekly meetings are in place with Trade Unions at a council-wide level and we can attend when required to discuss this proposal.

## Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### GENERAL COMMENTS

We have not identified any significant negative equality impacts from the proposal at this stage (prior to staff consultation with impacted colleagues) and confirmation of Methods of Appointment. However, we are aware of existing issues and disparities for Council employees on the basis of their protected and other relevant characteristics which we will aim to mitigate and address where possible through our management of change

approach.

Aside from specific impacts by protected characteristic, the whole workgroup may be affected by anxiety or stress resulting from change management; particularly those who may be at risk of redeployment or redundancy, and those ringfenced competitively and/or potentially taking on larger remits.

For any new or revised roles we will review job paperwork including job descriptions and employee specification to make sure: it is asking only for the skills, experiences and qualities needed to do the job; there is a requirement to implement equality and respect diversity, with all applicants being assessed against this; there are no discriminatory statements or requirements; and that language is not biased<sup>1</sup>.

If competitive interview is required as part of any future restructure after consultation – we will ensure there is a diverse recruitment panel and request Diverse Recruiters; consider the additional needs of any staff who have been on any extended leave so they are not to indirectly disadvantaged (see below); routinely shortlist and interview all disabled applicants who meet the essential criteria; ensure tests, assessments and interview processes are accessible and ask in advance whether candidates require any reasonable adjustments (even if they have not disclosed they are a disabled person).

For any potential changes to work locations or patterns we will consider the impact of on those who may be more reliant on car parking, public transport, have caring responsibilities or other duties etc.; provide and support access to funding for workplace adaptations and aids to enable disabled people to obtain and retain their employment; Promote flexible working patterns wherever possible to maximise opportunities for people with caring responsibilities and those from faith groups.

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	There is already significant under-representation in the 16-29 age category and so reductions in posts may be more likely to compound this further.
Mitigations:	<ul style="list-style-type: none"> <li>• Introduction of entry-level and developmental roles where possible</li> <li>• Targeted recruitment activity for vacancies</li> <li>• Exploration of partnerships to on-board younger colleagues, such as with colleges and universities</li> </ul>
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Statistically, Disabled people are less likely to be employed in a managerial or professional occupation, and Disabled people are more likely to work part time.</li> <li>• There is a slight over-representation of Disabled people within the future IT Operations service compared to the economically active population, and so there may be more colleagues requiring reasonable adjustments to consultation or selection processes.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Offer additional time or alternative phasing of consultation if required</li> <li>• Consider reasonable adjustment requirements relating to accessing the consultation and selection processes</li> <li>• Access to Employee Assistance Programme 24/7</li> </ul>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Women are significantly under-represented within Service Improvement, Performance and Operations and so any role reductions impacting female staff may compound this further and at a statistically disproportionate rate.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Targeted recruitment advertising for any vacant posts.</li> </ul>
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<sup>11</sup> For example by using [Gender Decoder: find subtle bias in job ads \(katmatfield.com\)](https://katmatfield.com/gender-decoder/)

Potential impacts:	/
Mitigations:	/
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Christians are significantly under-represented and so any role reductions impacting Christian staff may compound this further and at a statistically disproportionate rate.
Mitigations:	/
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Being a carer can be a major barrier to maintaining employment and changes to workplace arrangements and working hours/flexibility can have a disproportionate impact on carers (who are also more likely to be women).
Mitigations:	Consider individual impact of proposals as part of 121 interviews / staff consultation.
<b>Other groups:</b> N/A	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

There are a small number of new roles affording the opportunity to target recruitment to under-represented groups, including internally from the council's talent development programmes for under-represented groups.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Risk of compounding existing under-representation, particularly amongst women, younger employees and those of Christian faith; to be mitigated where possible via targeted recruitment activities and exploration of new on-boarding pipelines for younger talent.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Opportunity to use any recruitment activities to attract a more representative workforce.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Review EQIA to take account of Methods of Appointment and specific impacts on teams / characteristics that may arise from these.	Gavin Arbuckle Rizwan Tariq	14 Nov – 15 Dec
Consult staff including 121s	Gavin Arbuckle Rizwan Tariq	17 Nov – 15 Dec
Consult Trade Unions on proposals and new role	Gavin Arbuckle Rizwan Tariq	17 Nov – 15 Dec
Consider appropriate targeting of any arising recruitment opportunity to under-represented groups.	Gavin Arbuckle Rizwan Tariq	January – February 2023
Update equality impact assessment with any emerging issues identified as part of management of change consultation	Gavin Arbuckle	November 2022 / ongoing

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

- Process completed in line with Managing Change Policy.
- Follow-up 121 meetings with staff to evaluate and seek lessons learned.
- Achievement of financial savings.
- Successful recruitment to any new or changed roles.
- Review of HR Diversity Dashboard data and updating of Workforce Plan and Equality Action Plan ahead of conclusion of the council's 2023/24 Service Planning exercise.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>2</sup>.

**Equality and Inclusion Team Review:**

*Reviewed by Equality and Inclusion Team*

**Director Sign-Off:**

Tim Borrett, Director: Policy, Strategy and Digital

<sup>2</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.



# Equality Impact Assessment [version 2.10]



Title: R12 IT Contracts	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Gavin Arbuckle
Service Area: Digital Transformation	Lead Officer role: Head of Service Improvement and Performance

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

This proposal signals our intention to review and reduce spending on some IT contracts, for example if we find that we no longer need some systems or support, or if there are ways to join up different parts of the council to use the same system rather than each buying their own.

The initial £100k saving in 2023/24 arises from a decision made this year to downgrade our support contract for Microsoft systems from a 'Gold standard' offer. The remaining £50k is an initial target number and there is no specific proposal about how to deliver this [as of December 2022].

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

There is no anticipated equality impact as we still provide support to Microsoft products and the reduction doesn't impact the accessibility of systems or our ability to provide reasonable adjustments. As the review progresses we plan to assess potential equalities impacts on a contract-by-contract basis as targets are identified, and this Assessment will be kept as a living document to assess any cumulative impact.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim Borrett, Director: Policy, Strategy and Digital
Date: 9/12/2022	Date: 19/12/2022

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: R14 Marketing, Communications, Design, Web and Consultation	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" 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: Resources	Lead Officer name: Tim Borrett
Service Area: Policy, Strategy and Communications, comprising: <ul style="list-style-type: none"> <li>• External Communications and Consultation               <ul style="list-style-type: none"> <li>○ External Communications</li> <li>○ Consultation and Engagement</li> <li>○ Bristol Design</li> <li>○ Web Team</li> </ul> </li> <li>• Policy and Public Affairs</li> </ul>	Lead Officer role: Director – Policy, Strategy and Digital

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## **Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

## **This proposal**

This is a service-wide restructure with the main aim of creating a new Department (Policy, Strategy and Communications) by combining two existing departments – External Communications and Consultation; Policy and Public Affairs. This will include reducing staffing costs as part of overall council-wide efforts to save money due to a projected overall council budget gap of between £37.5m - £87.6m over five years. There is an over-riding and urgent need to make savings in order to ensure that the council remains financially sustainable.

Whilst a figure of £130,000 saving has been published as part of proposals for balancing the council's 2023/24 budget as saving proposal 'R14 Marketing, Communications, Design, Web and Consultation', the actual target for the service is higher because it needs to deliver its share of savings previously committed to by the council in its 'Common Activities Programme' and 'Management and Capacity Review', and also contain pay inflation on behalf of some other small service-areas within the Policy, Strategy and Digital division.

Aside from the urgent business need to become financially sustainable, the specific details of the proposed future structure and functions of the service also seek to address business needs arising from:

- A restructure of the Policy, Strategy and Digital division's third tier management structure as part of the council's Management and Capacity Review,
- The changing shape of the council's policy resourcing following the Common Activities Programme,
- Responding to planning and prioritisation deficits in the services, resulting in a regular outstripping of demand versus capacity and very little outcomes-based evaluation of communications activity,
- Historic over-use of fixed-term and other temporary staffing solutions following a demand-led approach,
- The need to deliver previous/existing savings targets related to Common Activities and the Management and Capacity Review.

To meet these needs and a total savings target of circa £315k, a service wide restructure will be required and this would see a reduction in Full Time Equivalent roles. The detail of this is being prepared for staff and Trade Union consultation, and this EQIA will be updated with this detail as soon as it is ready and shared with affected staff – this will be in time for Full Council's setting of the annual budget.

In terms of rationale for the proposed structure, role deletions and changes, these are necessary to ensure savings are achieved whilst enabling some targeted reinvestment in planning and prioritisation skills.

The new structure is proposed to span three teams:

The restructure can be expected to reduce some elements of the service offered by External Communications, which includes marketing, PR, web and consultation services.

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: The proposals directly affect the council's staff working across the External Communications and Consultation and Policy and Public Affairs services, and may indirectly affect other colleagues in terms of there being a reduced service offer from the service in future. They may affect the public and stakeholders in terms of a reduced volume of communications produced by the council in future.		

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
HR Diversity Dashboard	<p>The HR Diversity Dashboard provides an overview of divisional staff across a range of protected characteristics; however, it does not provide specific detail about specific teams within the affected cohort.</p> <p>At a divisional level:</p> <ul style="list-style-type: none"> <li>• Young employees are under-represented and older employees (from 40+) are over-represented</li> <li>• Black/Black British; Asian/Asian British; and other minoritised ethnic</li> </ul>

employees are slightly under-represented, and there is significant under-representation of these groups within External Communications and Consultation.

- Women are significantly over-represented within External Communications and Consultation.
- Christian: 19% compared to Bristol working age population 43.5%

**External Communications and Consultation**

	% EC&C	% Bristol City Council	% Bristol Economically Active Citizens
Age 16-29	17.0	12.3	39.0
Age 30-39	34.0	21.0	24.0
Age 40-49	28.3	23.7	16.0
Age 50-64	20.8	39.6	21.0
Age 65+	0.0	3.4	-
Disabled	11.3	9.1	12.0
Asian/Asian British	0.0	2.8	5.8
Black/Black British	0.0	5.1	5.3
Mixed ethnicity	0.0	3.6	2.9
Other ethnic groups	0.0	0.4	1.0
White	92.5	79.8	85
Female	60.4	60.3	49
Male	39.6	39.2	51
Civil Partnership	0.0	0.2	-
Married	11.3	12.7	-
Christian	15.1	26.6	43.5
Other religion/belief	11.3	6.5	7.3
No religion/belief	56.6	40.7	41.5
LGB	5.7	5.8	9.1
Trans	0.0	0.1	-

Primary knowledge (direct interaction)

Some sensitive diversity information disclosed by employees on confidential HR records is only reportable at service area level and is redacted in filtered reporting for data protection purposes.

Employees may well hold protected characteristics which are not visible or disclosed.

**Additional comments:** Higher % of unknown or not disclosed data in relation to Marital Status (average 60% undisclosed), Trans (approx. 58% undisclosed).

Due to the small size of the team, detailed statistical breakdown is not available for Policy and Public Affairs, though it is known that in this team gender balance is broadly equal and older age-groups (40+) are under-represented.

**2.2 Do you currently monitor relevant activity by the following protected characteristics?**

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

### 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

There is a gap relating to circa 5.6FTE employees due to transfer to the Policy function from other teams. Several of these posts are likely to be vacant.

There are also gaps in knowledge relating to Pregnancy/Maternity and some gaps in relation to disclosed data relating to Marital Status and Trans.

Data is only available at a broad service level, so impacts within particular teams will need to be considered by managers using primary knowledge.

### 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The council's Managing Change Policy is being followed, and this workforce is aware of the intention to restructure.

The dates for consultation have been shared by email.

Trade Unions have been notified of the intention to restructure and consult colleagues.

### 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

Staff will be briefed during the launch of proposals and will have 121 meetings with managers to provide feedback and clarify anything during the consultation period.

There will be ongoing communication and engagement via individual meetings (both formal 121s and ad-hoc) and collectively at management team meetings.

Trade Union representatives will be sent the proposals, business case and EQIA at the launch of the consultation, with further discussion offered and job paperwork, job evaluation questionnaires to follow. Regular weekly meetings are in place with Trade Unions at a council-wide level and we can attend when required to discuss this proposal.

### Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

##### GENERAL COMMENTS

We have not identified any significant negative equality impacts from the proposal at this stage, which is prior to staff consultation and confirmation of Methods of Appointment. However, we are aware of existing issues and disparities for Council employees on the basis of their protected and other relevant characteristics which we will aim to mitigate and address where possible through our management of change approach.

Aside from specific impacts by protected characteristic, the whole workgroup may be affected by anxiety or stress resulting from change management; particularly those who may be at risk of redeployment or redundancy, and those ringfenced competitively and/or potentially taking on larger remits. This risk is relatively low within this cohort, as there are a large number of vacancies which reduces the risk of redundancy in many instances.

For any new or revised roles we will review job paperwork including job descriptions and employee specification to make sure: it is asking only for the skills, experiences and qualities needed to do the job; there is a requirement to implement equality and respect diversity, with all applicants being assessed against this; there are no discriminatory statements or requirements; and that language is not biased<sup>1</sup>.

If competitive interview is required as part of any future restructure after consultation – we will ensure there is a diverse recruitment panel and request Diverse Recruiters; consider the additional needs of any staff who have been on any extended leave so they are not to indirectly disadvantaged (see below); routinely shortlist and interview all disabled applicants who meet the essential criteria; ensure tests, assessments and interview processes are accessible and ask in advance whether candidates require any reasonable adjustments (even if they have not disclosed they are a disabled person).

For any potential changes to work locations or patterns we will consider the impact of on those who may be more reliant on car parking, public transport, have caring responsibilities or other duties etc.; provide and support access to funding for workplace adaptations and aids to enable disabled people to obtain and retain their employment; Promote flexible working patterns wherever possible to maximise opportunities for people with caring responsibilities and those from faith groups.

##### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	There is already significant under-representation in the 16-29 age category and so reductions in posts may be more likely to compound this further.
Mitigations:	<ul style="list-style-type: none"> <li>• Introduction of more entry-level and developmental roles are proposed</li> <li>• Targeted recruitment activity for vacancies</li> <li>• Exploration of partnerships to on-board younger colleagues, such as with colleges and universities</li> </ul>
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/

<sup>11</sup> For example by using [Gender Decoder: find subtle bias in jobspec \(genderfield.com\)](#)

Mitigations:	/
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Statistically, Disabled people are less likely to be employed in a managerial or professional occupation, and Disabled people are more likely to work part time.</li> <li>There is a broadly representative % of Disabled people within the service compared to the economically active population, and there may be colleagues requiring reasonable adjustments to consultation or selection processes.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>Offer additional time or alternative phasing of consultation if required</li> <li>Consider reasonable adjustment requirements relating to accessing the consultation and selection processes</li> <li>Access to Employee Assistance Programme 24/7</li> </ul>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Women are over-represented within ECCO and so may be statistically more likely to face potentially stressful competitive selection processes than male colleagues.</li> <li>However, as men are under-represented, any role reductions impacting male staff may compound this under-representation further and at a statistically disproportionate rate.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>Targeted recruitment advertising for any vacant posts.</li> </ul>
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Christians are significantly under-represented and so any role reductions impacting Christian staff may compound this further and at a statistically disproportionate rate.
Mitigations:	/
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Being a carer can be a major barrier to maintaining employment and changes to workplace arrangements and working hours/flexibility can have a disproportionate impact on carers (who are also more likely to be women).
Mitigations:	Consider individual impact of proposals as part of 121 interviews / staff consultation.
<b>Other groups:</b> N/A	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

There are likely to be a small number of new or vacant roles affording the opportunity to target recruitment to under-represented groups, including internally from the council's talent development programmes for under-represented groups.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Risk of compounding existing under-representation, particularly amongst men, younger employees and those of Christian faith; to be mitigated where possible via targeted recruitment activities and exploration of new on-boarding pipelines for younger talent.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Opportunity to use any recruitment activities to attract a more representative workforce.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Review EQIA to take account of draft Structure, Methods of Appointment and specific impacts on teams / characteristics that may arise from these.	Director: Policy, Strategy and Digital	January - February 2023
Consult staff including 121s	Interim Head of External Communications and Consultation  Head of Equality and Inclusion (pp Head of Policy and Public Affairs)	January 2023
Consult Trade Unions on proposals	Director: Policy, Strategy and Digital	January 2023
Consider appropriate targeting of any arising recruitment opportunity to under-represented groups.	Interim Head of External Communications and	February 2023

Improvement / action required	Responsible Officer	Timescale
	Consultation  Head of Equality and Inclusion (pp Head of Policy and Public Affairs)	
Update equality impact assessment with any emerging issues identified as part of management of change consultation	Gavin Arbuckle	February 2023 and ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

- Process completed in line with Managing Change Policy.
- Follow-up 121 meetings with staff to evaluate and seek lessons learned.
- Achievement of financial savings.
- Successful recruitment to any new or changed roles.
- Review of HR Diversity Dashboard data and updating of Workforce Plan and Equality Action Plan ahead of conclusion of the council's 2023/24 Service Planning exercise.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>2</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim Borrett, Director: Policy, Strategy and Digital
Date: 4/1/2023	Date: 4/1/2023

<sup>2</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: R16 Budget Proposal - Networking, partnership and influence services	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" 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: Resources	Lead Officer name: Tim Borrett
Service Area: Policy, Strategy and Communications; International Affairs; City Office; Mayor's Office	Lead Officer role: Director – Policy, Strategy and Digital

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## **Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

## **This proposal**

This proposal is at a formative stage (as of December 2022) and relates to changes that would be made April 2024 onwards. It sets a £250,000 financial target for staffing savings to be made from services involved in professional networking and influence, such as public affairs activity and engagement with various global networks. There is no specific plan as yet on what this will look like or where it would be targeted, although it is likely that with the end of the Mayoral model there will be less work to do engaging with global networks which are specifically aimed at Mayoral membership, such as the Global Parliament of Mayors and the Mayors Migration Council.

Given where these skill-sets sit within the council, it is likely that the saving would be made via reducing staffing in one or more of the following services: Policy, Strategy and Communications (PSC); International Affairs; City Office; Mayor's Office. This would be in addition to savings already planned for PSC (approximately £300k in 2023/24 via a restructure linked to budget proposal R14 EQIA - Budget Proposal - Marketing, Communications, Design, Web and Consultation) and the Mayor's Office.

As the target for this saving is relatively modest, it would be most likely that this would be achieved through natural changes in staffing as people move on in their careers, providing an opportunity to delete or reduce posts. However, a more targeted restructure or deletion of filled posts cannot yet be completely ruled out.

In terms of rationale for the proposed structure, role deletions and changes, these are necessary to ensure the council's savings targets are achieved, and should be possible because of a reduced demand for the service. This latter point is very much subject to the views of Members who will design the future Committee system of governance, and this saving could be changed as a result. This will be subject to further discussion during the budget setting process for 2024/25.

To achieve the saving required, a reduction of approximately 4 – 5 full time roles would be necessary.

Whilst there are no specific proposals as yet, such a reduction could have impacts like the following examples:

- Fewer opportunities for Bristol to learn from other cities and/or influence national and international policy
- Fewer opportunities to form new partnerships with national or international partners
- Less access to (or awareness of) some national or international funding opportunities
- A reduced international programme, for example fewer knowledge exchanges, less participation in international networks, less ability to host international visits, fewer trade missions/visits
- A reduced ability to engage with HM Government over policy and funding issues impacting Bristol and/or the local government sector
- A noticeable reduction in Bristol's national and international reputation and profile, which has been cultivated over many years and regularly sees positive engagement with the likes of the United Nations, COP climate summits, the G7 and more.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	

Additional comments: The proposals directly affect the council's staff working across the impacted services, and may indirectly affect other colleagues in terms of there being a reduced service offer from the service in future. They may affect the public and stakeholders in terms of reduced funding or partnership projects, for example some of its past work on supporting refugees and migrants has been informed by learning from forums like the Mayor's Migration Council.

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
HR Diversity Dashboard	The HR Diversity Dashboard provides an overview of divisional staff across a range of protected characteristics; however, it does not provide specific detail about specific teams within the affected cohort and addressed only the wider Policy, Strategy and Digital division.  At a divisional level: <b>Page 335</b>

	<ul style="list-style-type: none"> <li>• Young employees are under-represented and older employees (from 40+) are over-represented</li> <li>• Black/Black British; Asian/Asian British: and other minoritised ethnic employees are slightly under-represented</li> <li>• Women are over-represented</li> <li>• Some faiths are under-represented, particularly Christian</li> </ul> <p><b>Policy, Strategy and Digital</b></p> <table border="1"> <thead> <tr> <th></th> <th>%</th> <th>% Bristol City Council</th> <th>% Bristol Economically Active Citizens</th> </tr> </thead> <tbody> <tr><td>Age 16-29</td><td>16.4</td><td>12.3</td><td>39.0</td></tr> <tr><td>Age 30-39</td><td>27.0</td><td>21.0</td><td>24.0</td></tr> <tr><td>Age 40-49</td><td>25.4</td><td>23.7</td><td>16.0</td></tr> <tr><td>Age 50-64</td><td>31.2</td><td>39.6</td><td>21.0</td></tr> <tr><td>Age 65+</td><td>0.0</td><td>3.4</td><td>-</td></tr> <tr><td>Disabled</td><td>10.9</td><td>9.1</td><td>12.0</td></tr> <tr><td>Asian/Asian British</td><td>3.0</td><td>2.8</td><td>5.8</td></tr> <tr><td>Black/Black British</td><td>2.5</td><td>5.1</td><td>5.3</td></tr> <tr><td>Mixed ethnicity</td><td>5.5</td><td>3.6</td><td>2.9</td></tr> <tr><td>Other ethnic groups</td><td>0.2</td><td>0.4</td><td>1.0</td></tr> <tr><td>White</td><td>71.6</td><td>79.8</td><td>85</td></tr> <tr><td>Female</td><td>52.9</td><td>60.3</td><td>49</td></tr> <tr><td>Male</td><td>46.7</td><td>39.2</td><td>51</td></tr> <tr><td>Civil Partnership</td><td>0.0</td><td>0.2</td><td>-</td></tr> <tr><td>Married</td><td>9.0</td><td>12.7</td><td>-</td></tr> <tr><td>Christian</td><td>19.6</td><td>26.6</td><td>43.5</td></tr> <tr><td>Other religion/belief</td><td>8.3</td><td>6.5</td><td>7.3</td></tr> <tr><td>No religion/belief</td><td>40.6</td><td>40.7</td><td>41.5</td></tr> <tr><td>LGB</td><td>5.3</td><td>5.8</td><td>9.1</td></tr> <tr><td>Trans</td><td>0.2</td><td>0.1</td><td>-</td></tr> </tbody> </table>		%	% Bristol City Council	% Bristol Economically Active Citizens	Age 16-29	16.4	12.3	39.0	Age 30-39	27.0	21.0	24.0	Age 40-49	25.4	23.7	16.0	Age 50-64	31.2	39.6	21.0	Age 65+	0.0	3.4	-	Disabled	10.9	9.1	12.0	Asian/Asian British	3.0	2.8	5.8	Black/Black British	2.5	5.1	5.3	Mixed ethnicity	5.5	3.6	2.9	Other ethnic groups	0.2	0.4	1.0	White	71.6	79.8	85	Female	52.9	60.3	49	Male	46.7	39.2	51	Civil Partnership	0.0	0.2	-	Married	9.0	12.7	-	Christian	19.6	26.6	43.5	Other religion/belief	8.3	6.5	7.3	No religion/belief	40.6	40.7	41.5	LGB	5.3	5.8	9.1	Trans	0.2	0.1	-
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Primary knowledge (direct interaction)	<p>Some sensitive diversity information disclosed by employees on confidential HR records is only reportable at service area level and is redacted in filtered reporting for data protection purposes.</p> <p>Employees may well hold protected characteristics which are not visible or disclosed.</p>																																																																																				
<b>Additional comments:</b>																																																																																					

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

The data above is limited in its usefulness as it includes a large cohort of IT and Citizen Service staff who are not in scope of this reduction. There is also a large amount of staffing change planned in 2023/24, and so bespoke reports will need to be compiled to improve this evidence base ahead of making detailed plans.

Data will only be available at a broad service level, so impacts within particular teams will need to be considered by managers using primary knowledge.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The council's Managing Change Policy will be followed, and this workforce is aware of the intention to make this saving.

If required, Trade Unions will be notified of any intention to restructure and consult colleagues.

The public and partners have not been consulted.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

Engagement will continue with Members (including Party Group Leaders and Scrutiny) via the 2024/25 budget setting process and in the intervening period we will monitor outputs and views of the Committee Working Group.

Should there be any restructuring required in future, then staff will be consulted and will have 121 meetings with managers to provide feedback and clarify anything during the consultation period.

There will be ongoing communication and engagement via individual meetings (both formal 121s and ad-hoc) and collectively at management team meetings.

If a restructure is needed, Trade Union representatives will be sent the proposals, business case and EQIA at the launch of the consultation, with further discussion offered and job paperwork, job evaluation questionnaires to follow.

## Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or

mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b>	
<p>We have not identified any significant negative equality impacts from the proposal at this stage because it is at a very early stage with no specific details available yet about where roles would be deleted.</p> <p>However, we are aware of existing issues and disparities for Council employees on the basis of their protected and other relevant characteristics which we will aim to mitigate and address where possible through our management of change approach.</p> <p>Aside from specific impacts by protected characteristic, the whole workgroup may be affected by anxiety or stress resulting from change management; particularly those who may be at risk of redeployment or redundancy, and those ringfenced competitively and/or potentially taking on larger remits.</p> <p>For any new or revised roles we will review job paperwork including job descriptions and employee specification to make sure: it is asking only for the skills, experiences and qualities needed to do the job; there is a requirement to implement equality and respect diversity, with all applicants being assessed against this; there are no discriminatory statements or requirements; and that language is not biased<sup>1</sup>.</p> <p>If competitive interview is required as part of any future restructure after consultation – we will ensure there is a diverse recruitment panel and request Diverse Recruiters; consider the additional needs of any staff who have been on any extended leave so they are not indirectly disadvantaged (see below); routinely shortlist and interview all Disabled applicants who meet the essential criteria; ensure tests, assessments and interview processes are accessible and ask in advance whether candidates require any reasonable adjustments (even if they have not disclosed they are a disabled person).</p> <p>For any potential changes to work locations or patterns we will consider the impact of on those who may be more reliant on car parking, public transport, have caring responsibilities or other duties etc.; provide and support access to funding for workplace adaptations and aids to enable disabled people to obtain and retain their employment; Promote flexible working patterns wherever possible to maximise opportunities for people with caring responsibilities and those from faith groups.</p>	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	There is already significant under-representation in the 16-29 age category and so reductions in posts may be more likely to compound this further.
Mitigations:	<ul style="list-style-type: none"> <li>• Confirm the issue via more accurate data analysis</li> <li>• Targeted recruitment activity for vacancies</li> <li>• Exploration of partnerships to on-board younger colleagues, such as with colleges and universities</li> </ul>
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Statistically, Disabled people are less likely to be employed in a managerial or professional occupation, and Disabled people are more likely to work part time.</li> </ul>

<sup>1</sup> For example by using [Gender Decoder: find subtle bias in jobs etc \(khanfield.com\)](#)

	<ul style="list-style-type: none"> <li>• There is a broadly representative % of disabled people within the service compared to the economically active population, and there may be colleagues requiring reasonable adjustments to consultation or selection processes.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Confirm the issue via more accurate data analysis</li> <li>• Offer additional time or alternative phasing of consultation if required</li> <li>• Consider reasonable adjustment requirements relating to accessing any consultation and selection processes</li> <li>• Access to Employee Assistance Programme 24/7</li> </ul>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Women are over-represented and so may be statistically more likely to face potentially stressful competitive selection processes than male colleagues.</li> <li>• However, as men are under-represented, any role reductions impacting male staff may compound this under-representation further and at a statistically disproportionate rate.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Confirm the issue via more accurate data analysis</li> <li>• Targeted recruitment advertising for any vacant posts.</li> </ul>
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Black and Black British people are under-represented, any role reductions impacting Black staff may compound this under-representation further and at a statistically disproportionate rate.</li> <li>• Many international network work-programmes focus on race and there may be a higher likelihood of missed opportunities to partner or fund work which focuses on race equity in future.</li> </ul>
Mitigations:	<ul style="list-style-type: none"> <li>• Confirm the issue via more accurate data analysis</li> <li>• Targeted recruitment advertising for any vacant posts</li> <li>• Develop funding expertise in future restructured Policy team to help provide capacity for future funding bids that can help offset other missed partnering or funding opportunities</li> </ul>
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Christians are significantly under-represented and so any role reductions impacting Christian staff may compound this further and at a statistically disproportionate rate.
Mitigations:	<ul style="list-style-type: none"> <li>• Confirm the issue via more accurate data analysis</li> </ul>
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	/
Mitigations:	/
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Being a carer can be a major barrier to maintaining employment and changes to workplace arrangements and working hours/flexibility can have a disproportionate impact on carers (who are disproportionately likely to be women).

Mitigations:	Consider individual impact of proposals as part of 121 interviews / staff consultation.
<b>Other groups:</b> N/A	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

It is unlikely, although in any restructuring there is a chance of there being some new or vacant roles affording the opportunity to target recruitment to under-represented groups, including internally from the council's talent development programmes for under-represented groups.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

Risk of compounding existing under-representation, particularly amongst men, younger employees, Black / Black-British, and those of Christian faith; to be mitigated where possible via targeted recruitment activities and exploration of new on-boarding pipelines for younger talent.

Risk of losing access to funding or partnering opportunities that specifically benefit certain protected characteristics, most likely Race.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Opportunity to use any recruitment activities to attract a more representative workforce.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Review EQIA to take account of more fully developed proposals.	Director: Policy, Strategy and Digital	September 2023
Update HR Diversity Data to reflect services/teams in-scope more accurately, and to account for staffing changes arising from 2022/23 restructuring activity.	Director: Policy, Strategy and Digital	June 2023
Consult Staff and Trade Unions on any future restructuring proposals if required.	Director: Policy, Strategy and Digital	January 2024
Consider appropriate targeting of any arising recruitment opportunity to under-represented groups.	Director: Policy, Strategy and Digital	January 2023 onward

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

- Process completed in line with Managing Change Policy.
- Achievement of financial savings.
- Successful recruitment to any new or changed roles.
- Review of HR Diversity Dashboard data and updating of Workforce Plan and Equality Action Plan during the council's 2024/25 Service Planning exercise.

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>2</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim Borrett, Director – Policy, Strategy and Digital
ate: 4/1/2023	Date: 4/1/2023

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<sup>2</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R17 - Reduce spend on learning and development	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: India Jones
Service Area: Learning and Development	Lead Officer role: Learning and Development Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

To reduce discretionary spend on learning and development by £200,000. This will be done by prioritising funding for statutory or mandatory training and for learning and development that is in direct support of organisational priorities such as

- Equality and inclusion

- Leadership development
- Health and wellbeing
- Performance and talent development

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																																																												
<p><a href="#">Census 2011</a> and <a href="#">Census 2021</a></p> <p><a href="#">2011 Census Key Statistics About Equalities Communities</a></p>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																																																												
<p><a href="#">The population of Bristol</a></p> <p><a href="#">Bristol Key Facts 2022</a></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																																																												
<p>HR Analytics: Power BI reports (<a href="#">sharepoint.com</a>) [internal link only]</p> <p><a href="#">Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)</a></p> <p>Appendix – Workforce Diversity Data – summary analysis</p> <p>Additional sources of useful workforce evidence include the <a href="#">Employee Staff Survey Report</a> and <a href="#">Stress Risk Assessment Form</a> completed by individuals and teams [internal links only]</p>	<p>The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).</p> <p><b>Summary of Bristol City Council workforce diversity</b></p> <table border="1" data-bbox="655 1032 1513 1995"> <thead> <tr> <th></th> <th>BCC headcount % (31 Oct 2022)</th> <th>Bristol Working Age Population (16-64)</th> </tr> </thead> <tbody> <tr><td>Age 16-29</td><td>12.2%</td><td>39.0%</td></tr> <tr><td>Age 30-39</td><td>22.0%</td><td>24.0%</td></tr> <tr><td>Age 40-49</td><td>24.4%</td><td>16.0%</td></tr> <tr><td>Age 50-64</td><td>41.4%</td><td>21.0%</td></tr> <tr><td>Age 65+</td><td>3.4%</td><td>-</td></tr> <tr><td>Disabled</td><td>9.0%</td><td>12%</td></tr> <tr><td>Asian / Asian British</td><td>2.9%</td><td>5.8%</td></tr> <tr><td>Black / Black British</td><td>5.1%</td><td>5.3%</td></tr> <tr><td>Mixed ethnicity</td><td>3.6%</td><td>2.9%</td></tr> <tr><td>Other ethnic groups</td><td>0.4%</td><td>1.0%</td></tr> <tr><td>White</td><td>79.8%</td><td>85.0%</td></tr> <tr><td>Female</td><td>60.1%</td><td>49.0%</td></tr> <tr><td>Male</td><td>39.3%</td><td>51.0%</td></tr> <tr><td>Use another gender term</td><td>0.2%</td><td>-</td></tr> <tr><td>Christian</td><td>25.9%</td><td>43.5%</td></tr> <tr><td>Other religion/belief</td><td>6.6%</td><td>7.3%</td></tr> <tr><td>No religion/belief</td><td>41.9%</td><td>41.5%</td></tr> <tr><td>Lesbian, Gay or Bisexual</td><td>5.9%</td><td>9.1%</td></tr> <tr><td>Trans</td><td>0.1%</td><td>-</td></tr> </tbody> </table>		BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)	Age 16-29	12.2%	39.0%	Age 30-39	22.0%	24.0%	Age 40-49	24.4%	16.0%	Age 50-64	41.4%	21.0%	Age 65+	3.4%	-	Disabled	9.0%	12%	Asian / Asian British	2.9%	5.8%	Black / Black British	5.1%	5.3%	Mixed ethnicity	3.6%	2.9%	Other ethnic groups	0.4%	1.0%	White	79.8%	85.0%	Female	60.1%	49.0%	Male	39.3%	51.0%	Use another gender term	0.2%	-	Christian	25.9%	43.5%	Other religion/belief	6.6%	7.3%	No religion/belief	41.9%	41.5%	Lesbian, Gay or Bisexual	5.9%	9.1%	Trans	0.1%	-
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<p><a href="#">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed,</p>																																																												

Business demography, UK - Office for National Statistics (ons.gov.uk)

compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities (Oct 2022)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

Cost of Living Risk Index (arccgis.com)

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the "smoothing" effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household
- **Black and Minoritised people** – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners

	<ul style="list-style-type: none"> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation.

We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

The HR Diversity by Training dashboard doesn't include marriage and civil partnership or pregnancy/maternity, so we don't have demographic reporting on access to learning and development

from people with these protected characteristics to compare with the overall workforce data. Also, the HR dashboard is limited to corporate courses, so a wide range of learning and development isn't included such as e-learning. Another limitation is that most service specific training and development isn't included in the HR dashboard because it involves less than 50 people, (due to data confidentiality so it can't be included).

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

We have had encouraged open dialogue within teams whilst the public budget is live. Managers have been provided with briefing packs to discuss the proposals with their teams. Weekly Trade Unions consultation meetings are taking place to discuss issues impacting the workforce.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

We will continue our regular dialogue with our trade union learning reps and staff led groups as this proposal is developed so that we continue to assess and mitigate the impact on those from equality groups.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

##### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

Learning and development is one of the ways that we are seeking to improve our equality and inclusion practice and overcome disparity. This proposal will protect all equality and inclusion training and development activities in our workforce strategy and equality action plan so we can continue this work. However, there is likely to be some impact on those with particular protected characteristics with a reduction in discretionary spend on core skills training or continuous professional development.

We will mitigate the impact of this budget reduction by continuing the in-house provision of equality and inclusion learning and development supplemented by external specialist provider training. This includes interactive workshops on Inclusive Leadership and Cultural Intelligence. Corporate Induction and the Team Leader Development programme will continue to have dedicated sessions focused on equality and inclusion. The e-learning platform and offer of apprenticeships will be unaffected. We will continue to fund council staff on the Diverse Voices development programme.

As part of the scrutiny of learning and development plans during the service planning cycle, the learning and development team will ensure that there is no disproportionate impact on any equality group from funding decisions made. They will also ensure funding is prioritised for actions related to learning and development in Service Equality and Inclusion action plans.

70% of learning is on the job and therefore unaffected by this proposal and is a significant part of learning for people in the age range where the council is most under-represented, (age 16-29). Also, apprenticeships aren't affected by this reduction in spend.

Communication about learning and development can be targeted to boost participation levels in open courses and courses evaluated against a framework but the measure of equity of take-up of learning is limited by the workforce demographic.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:               <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> <li>• This proposal could impact the availability of core skill training for staff who are in the early stages of their career.</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are:               <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> </ul>

	<ul style="list-style-type: none"> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> <li>• For the training included in the HR diversity dashboard more disabled colleagues participate than the equivalent workforce demographic so there’s no evidence to suggest that there will be a disproportionate impact from this proposal.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>• Men and boy’s health is in general poorer than that of women and girl’s</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> </ul>

	<ul style="list-style-type: none"> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> <li>• Men are under-represented in take up of training opportunities included in the HR dashboard so may be impacted by a reduction in the availability of skills training.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> <li>• LGB colleagues have participated in more training than the workforce demographic would suggest so there isn't any evidence to lead to a conclusion of disproportionate impact.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc., and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> <li>• Those returning from maternity, shared parental or adoption leave may have missed training opportunities, but data isn't available on this through the HR dashboard</li> </ul>

Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> <li>The data shows participation in training by Trans colleagues is in line with the workforce demographic so there is no evidence to suggest any disproportionate impact is likely</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>People from minoritised ethnic groups in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group

- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

This proposal will protect all equality and inclusion training and development. We will continue to review and mitigate potential impacts on equality groups from an overall reduction in discretionary Learning and Development spend.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

None identified

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqIAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Steph Griffin	
Ensure learning and development plans are reviewed for potential impact on equality groups with mitigation action	Steph Griffin	April 2023

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

Diversity data on learning activity  
Staff feedback via annual survey

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Steph Griffin
Date: 12/12/2022	12/12/22

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: <b>R18 Redesign Workforce and Change service</b>	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Steph Griffin
Service Area: Workforce and Change	Lead Officer role: Director: Workforce and Change

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

Restructure the Council's HR, Change and Learning & Development functions to support a smaller organisation. This will reduce the spend by £582k and will be followed with a further redesign in 26/27 following the implementation of the council's change programme. Where colleagues are in scope of a restructure (that goes ahead following Full Council's setting of the budget), we will carry out consultation in line with our Managing Change Policy where required

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)

<p><u>The population of Bristol</u></p> <p><u>Bristol Key Facts 2022</u></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																																										
<p><u>Ward profile data (bristol.gov.uk)</u></p>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																																										
<p><u>Bristol Quality of Life Survey 2021-22</u></p>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <u>Quality of Life 2021/22 data dashboard</u> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="651 990 1500 2094"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr><td>16 to 24 years</td><td>12.5</td></tr> <tr><td>50 years and older</td><td>6.7</td></tr> <tr><td>65 years and older</td><td>3.2</td></tr> <tr><td>Female</td><td>8.6</td></tr> <tr><td>Male</td><td>8.5</td></tr> <tr><td>Disabled</td><td>21.6</td></tr> <tr><td>Asian /Asian British</td><td>9.9</td></tr> <tr><td>Black/Black British</td><td>19.8</td></tr> <tr><td>Mixed/Multiple Ethnicity</td><td>16.3</td></tr> <tr><td>White British</td><td>7.8</td></tr> <tr><td>White Minority Ethnic</td><td>8.4</td></tr> <tr><td>Lesbian Gay or Bisexual</td><td>12.7</td></tr> <tr><td>No Religion or Faith</td><td>8.0</td></tr> <tr><td>Christian Religion</td><td>8.3</td></tr> <tr><td>Other Religions</td><td>18.2</td></tr> <tr><td>Carer</td><td>10.7</td></tr> <tr><td>Full Time Carer</td><td>14.0</td></tr> <tr><td>Part Time Carer</td><td>9.7</td></tr> <tr><td>Single Parent</td><td>28.6</td></tr> <tr><td>Two Parent</td><td>9.6</td></tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0	Christian Religion	8.3	Other Religions	18.2	Carer	10.7	Full Time Carer	14.0	Part Time Carer	9.7	Single Parent	28.6	Two Parent	9.6
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Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)  
Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%

White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

**Workforce and Change demographics:**

**Age** - Younger staff are significantly under-represented within Workforce and Change has a much older age profile compared to the Council and Bristol Working Age population:

- 9.8% of staff aged 16–29 compared with 12.4% for the Council and 39% Bristol Working Age population
- 42.9% of staff are over 50 compared with 41.2% for the Council and 21% Bristol Working Age population.

**Disability** – Workforce and Change has a good representation of disabled staff: 12.9% compared with 9.1% for the Council and 12% Bristol Working Age population.

**Ethnicity** – For workforce and change:

- Asian or Asian British 4.9%, 2.9% for the Council and 5.8% Bristol Working Age population
- Black or Black British 3.1%, 5.1% for the Council and 5.3% Bristol Working Age population
- Mixed 5.5%, 3.7% for the Council and 2.9% Bristol Working Age population
- Other Ethnic Groups 0%, 0.4% for the Council and 1% Bristol Working Age population

Minoritised ethnic staff are overrepresented in lower pay-brackets within the council as set out in our Race Pay Gap report.

**Sex** - Women are over-represented in workforce and change: 68.1% compared to 60.2% for the Council and 49% Bristol Working Age population. The council's gender pay gap analysis indicates that mean pay for men is 4.27% lower (4.16% higher for the Council) than that of women and the median pay for men is 12.19% lower (8.24% higher for the Council) than that of women. The difference between the median and the mean figures is due to the high proportion of women in the top quartile of employees. The negative gender pay gap seen in Workforce & Change is due to the higher proportion of women in senior roles within the pay structure, which means that women are more likely to be paid more than men.

**Religion/Belief** – 34.9% of Workforce & Change staff, compared to 32.6% of the Council say they have a religion/belief and 51% in the Bristol Working Age population.

	<p><b>Sexual Orientation</b> – 6.1% of Workforce &amp; Change staff, compared to 5.9% of the Council have told us they are lesbian, gay or bisexual, and 9.1% in the Bristol Working Age population.</p> <p><b>Marital Status</b> – 25.2% of Workforce &amp; Change staff, compared to 14.1% of the Council are Married, in a Declared Partnership or Civil Partnership. However, we do not have this data for 55% of staff and there is currently no comparative data for the Bristol Working Age population.</p> <p><b>Pregnancy/Maternity</b> – 6.7% of Workforce &amp; Change staff, compared to 2.5% of the Council colleagues are currently pregnant or on maternity leave.</p> <p><b>Trans</b> – 0% of Workforce &amp; Change staff, compared to 0.1% of Council colleagues have recorded they are trans, however very few employees have made a declaration on this and there is no comparative data for the Bristol Working Age population.</p> <p><b>Socio-Economic (deprivation)</b> – 0% of Workforce &amp; Change staff, compared to 5.1% of Council staff live within Bristol’s most deprived areas.</p>
<p><a href="https://nomisweb.co.uk">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a></p> <p><a href="https://ons.gov.uk">Business demography, UK - Office for National Statistics (ons.gov.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are ‘long-term sick’ and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</a></p> <p><a href="https://arcgis.com">Cost of Living Risk Index (arcgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in winter with increased energy usage as they do</li> </ul>

	<p>not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</p> <ul style="list-style-type: none"> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

Colleagues from Workforce and Change were briefed on the overall proposal and rationale for the savings before the public consultation went live. Engagement is underway to discuss options and ideas, and where any colleagues are in scope for a specific saving proposal (that goes ahead following Full Council's setting of the budget), we will carry out consultation in line with our Managing Change Policy where required.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

Colleagues will be kept apprised on the outcomes of the budget consultation and will be consulted in line with the Managing Change policy. Where any jobs are subject to change we will prioritise redeployment opportunities for affected colleagues.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

At this stage there is insufficient detailed information on who might be impacted by the proposals, however we are aware that workforce changes can disproportionately affect employees with particular protected characteristics and therefore we are seeking to mitigate impacts through holding vacancies, succession planning, voluntary redundancy -where appropriate, and a range of support for staff.

#### **PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	A reduction in staff number and less recruitment could mean it will take longer to address the under-representation of young people.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	There is an over-representation of over 50s in the service compared to the general population, This proposal may not negatively impact the representation of employees aged over 50 within the workforce in comparison to the general population.
Mitigations:	At this stage, please refer to general comments above. Further mitigations will be identified during the course of consultation and implementation.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	The representation of disabled staff in the service could be impacted by changes – for example, if reasonable adjustments are not promptly and properly made in selection processes and redeployment situations.
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Women are over-represented in workforce and change: 68.1% compared to 60.2% for the Council and 49% Bristol Working Age population. The negative gender pay gap seen in Workforce & Change is due to the higher proportion of women in senior roles within the pay structure, which means that women are more likely to be paid more than men.  Women could be disproportionately impacted because they are generally over-represented in the Council's workforce. This would depend on the demographics of employees affected by changes in roles or loss of jobs.
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Representation of Lesbian, gay and bisexual people in the service could be impacted by workforce changes.
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Colleagues on maternity leave may be less able to engage in change processes and could be overlooked.
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Given the comparatively small number of Trans employees it is difficult to identify what the impacts might be at this stage.
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Under-representation of Black, Asian and Minority Ethnic staff within the service and the race pay gap could be impacted by this change.
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	This proposal could compound under-representation within the service
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Given the limited data available it is difficult to identify what the impacts might be.
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	

<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	This proposal might further compound the under-representation of staff who live in the most deprived wards.
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Given the limited data available it is difficult to identify what the impacts might be.
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

We are primarily focusing on mitigating the negative impacts of the proposals however we will seek opportunities for developing future leaders and address equality gaps and continue to develop a service that is representative of the city we serve.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

Please refer to 3.1 above. Change processes could have a differential impact based on age. Less recruitment could compound existing under-representations and mean it will take longer to address them.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Please refer to 3.2 above.

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqIAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Steph Griffin	Ongoing

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

Representation levels across the service will be monitored via the HR Dashboard.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Steph Griffin
Date: 13/12/2022	13/12/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R20 - Local Council Tax Reduction Scheme	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Matt Kendall
Service Area: Finance - Benefits	Lead Officer role: Benefits Technical Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### Council Tax Reduction proposal

Design and implement a more targeted Local Council Tax Reduction scheme. This could include the introduction of a flat rate 10% - 20% reduction in support for working age households or the introduction of a banding scheme with targeted 100% protection to some working age households. This would align Bristol more closely with the provision made by other local authorities.

This would mean a total reduction to assistance to current working age (only) recipients of around £3–6 million per year.

This will affect around 23,300 households, paying an additional amount of between £126.02 to £252.07 additional council tax per annum.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
---	-----------------------------	-----------------

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://sharepoint.com); [Joint Strategic Needs Assessment \(JSNA\)](http://sharepoint.com); [Ward Statistical Profiles](http://sharepoint.com).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://sharepoint.com) and [Stress Risk Assessment Form](http://sharepoint.com)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																												
<a href="#">Census 2011 and Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol's electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people's experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people's characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="539 1346 1378 2112"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td>16 to 24 years</td> <td>12.5</td> </tr> <tr> <td>50 years and older</td> <td>6.7</td> </tr> <tr> <td>65 years and older</td> <td>3.2</td> </tr> <tr> <td>Female</td> <td>8.6</td> </tr> <tr> <td>Male</td> <td>8.5</td> </tr> <tr> <td>Disabled</td> <td>21.6</td> </tr> <tr> <td>Asian /Asian British</td> <td>9.9</td> </tr> <tr> <td>Black/Black British</td> <td>19.8</td> </tr> <tr> <td>Mixed/Multiple Ethnicity</td> <td>16.3</td> </tr> <tr> <td>White British</td> <td>7.8</td> </tr> <tr> <td>White Minority Ethnic</td> <td>8.4</td> </tr> <tr> <td>Lesbian Gay or Bisexual</td> <td>12.7</td> </tr> <tr> <td>No Religion or Faith</td> <td>8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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	Christian Religion	8.3
	Other Religions	18.2
	Carer	10.7
	Full Time Carer	14.0
	Part Time Carer	9.7
	Single Parent	28.6
	Two Parent	9.6
	Parent (all)	12.0
	No Qualifications	10.0
	Non-Degree Qualified	12.9
	Degree Qualified	6.7
	Rented (Council)	20.3
	Rented (HA)	20.6
	Rented (Private)	14.6
	Owner Occupier	4.6
	Most Deprived 10%	18.8
	<b>Bristol Average</b>	<b>8.7</b>

[Joint Strategic Needs Assessment \(JSNA\)](#)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

[HR Analytics: Power BI reports \(sharepoint.com\)](#)  
[internal link only]

[Equality and Inclusion annual progress report 2021-22 \(bristol.gov.uk\)](#)  
Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed

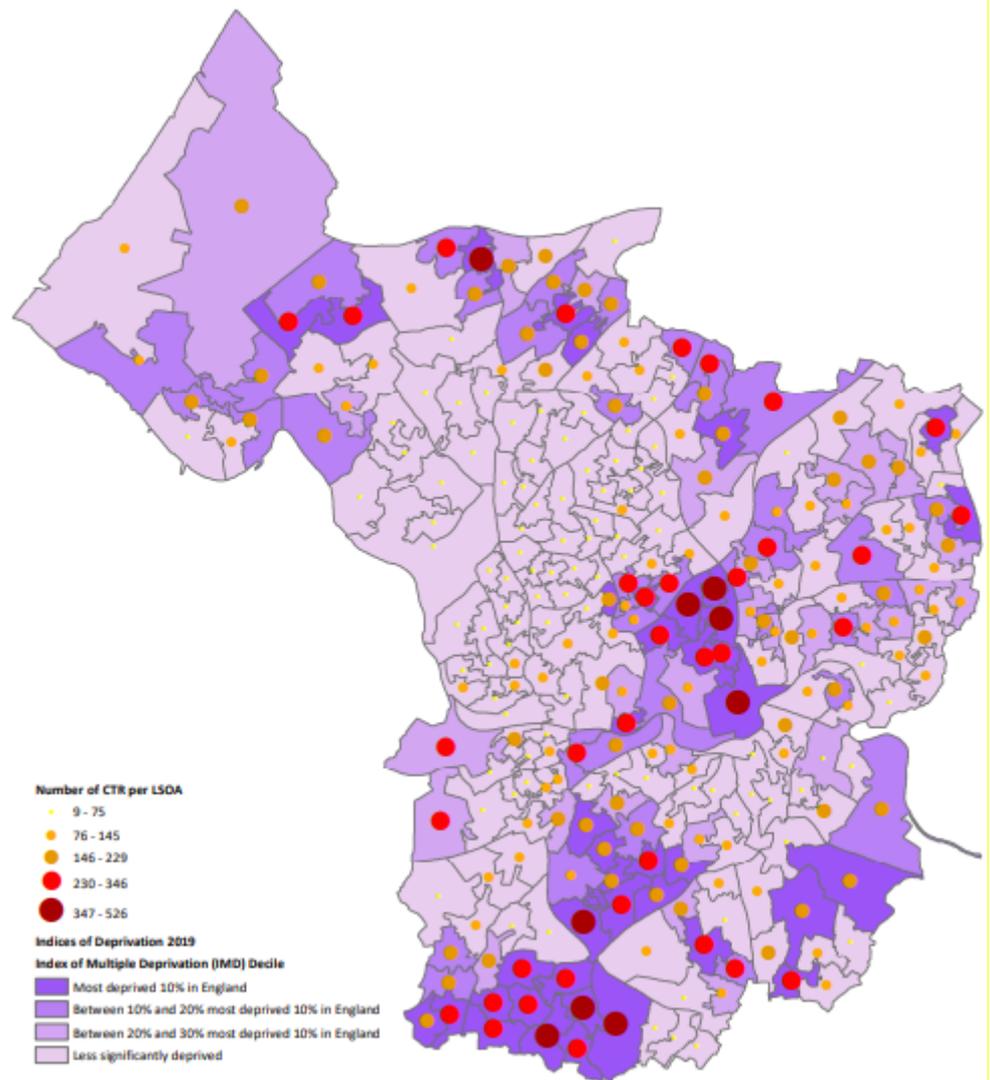
The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%

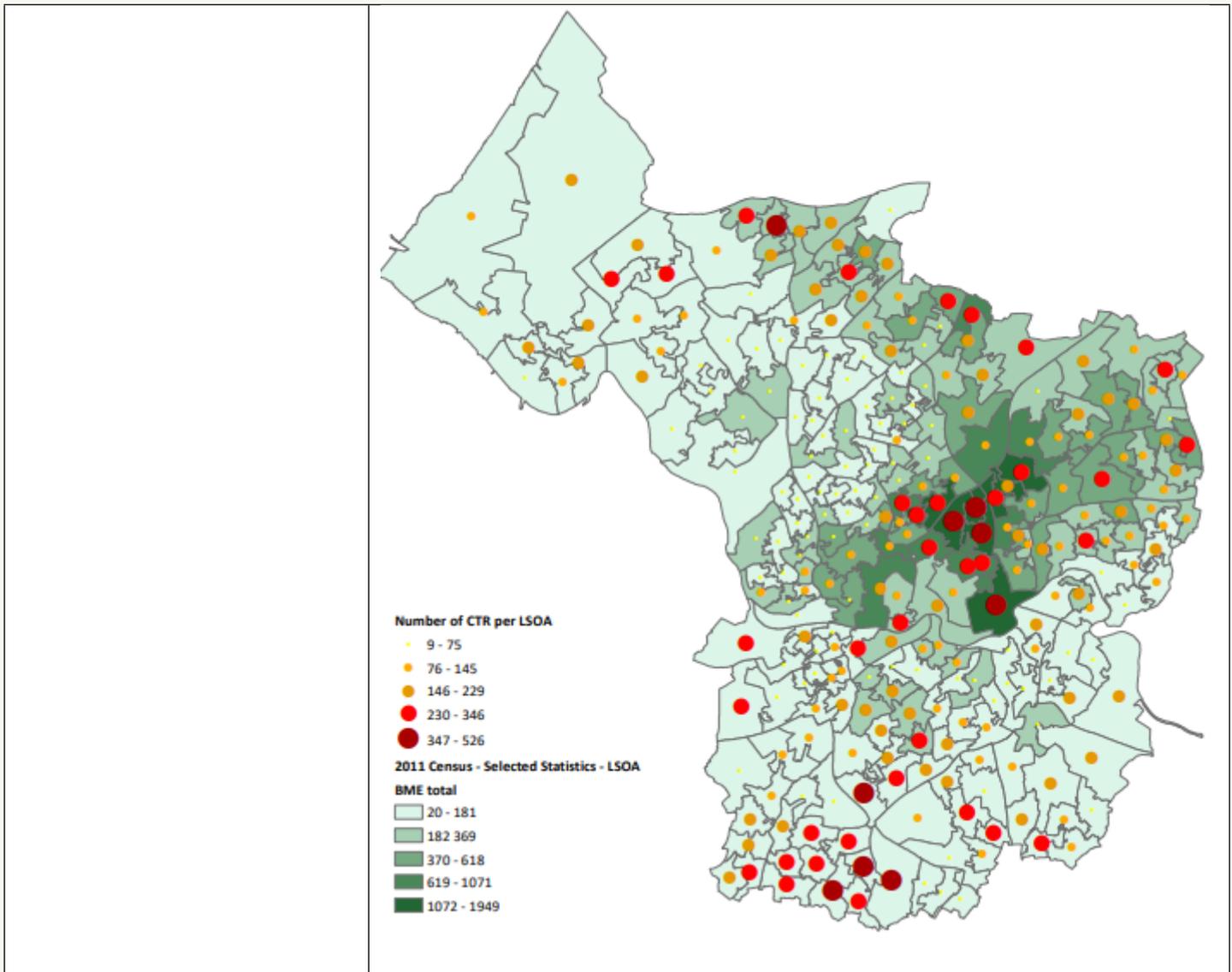
<p>by individuals and teams [internal links only]</p>	<table border="1"> <tr><td>Age 65+</td><td>3.4%</td><td>-</td></tr> <tr><td>Disabled</td><td>9.0%</td><td>12%</td></tr> <tr><td>Asian / Asian British</td><td>2.9%</td><td>5.8%</td></tr> <tr><td>Black / Black British</td><td>5.1%</td><td>5.3%</td></tr> <tr><td>Mixed ethnicity</td><td>3.6%</td><td>2.9%</td></tr> <tr><td>Other ethnic groups</td><td>0.4%</td><td>1.0%</td></tr> <tr><td>White</td><td>79.8%</td><td>85.0%</td></tr> <tr><td>Female</td><td>60.1%</td><td>49.0%</td></tr> <tr><td>Male</td><td>39.3%</td><td>51.0%</td></tr> <tr><td>Use another gender term</td><td>0.2%</td><td>-</td></tr> <tr><td>Christian</td><td>25.9%</td><td>43.5%</td></tr> <tr><td>Other religion/belief</td><td>6.6%</td><td>7.3%</td></tr> <tr><td>No religion/belief</td><td>41.9%</td><td>41.5%</td></tr> <tr><td>Lesbian, Gay or Bisexual</td><td>5.9%</td><td>9.1%</td></tr> <tr><td>Trans</td><td>0.1%</td><td>-</td></tr> </table>	Age 65+	3.4%	-	Disabled	9.0%	12%	Asian / Asian British	2.9%	5.8%	Black / Black British	5.1%	5.3%	Mixed ethnicity	3.6%	2.9%	Other ethnic groups	0.4%	1.0%	White	79.8%	85.0%	Female	60.1%	49.0%	Male	39.3%	51.0%	Use another gender term	0.2%	-	Christian	25.9%	43.5%	Other religion/belief	6.6%	7.3%	No religion/belief	41.9%	41.5%	Lesbian, Gay or Bisexual	5.9%	9.1%	Trans	0.1%	-
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<p><a href="#">Nomis - Official Labour Market Statistics (nomisweb.co.uk)</a> <a href="#">Business demography, UK - Office for National Statistics (ons.gov.uk)</a></p>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>																																													
<p><a href="#">Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities (Oct 2022)</a> <a href="#">Cost of Living Risk Index (arcgis.com)</a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the "smoothing" effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be</li> </ul>																																													

	<p>disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</p> <ul style="list-style-type: none"> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>CTR caseload data and indices of deprivation</p>	<p>All the LSOAs in Bristol that are in the most deprived 10% in England also have above average numbers of households who are receiving CTR. 12,067 awards have been made within these areas. This represents 34% of the entire caseload. By contrast, the least deprived LSOAs (IMD decile 10) have 328 active CTR awards. The map below shows active CTR awards against Indices of Multiple Deprivation.</p>



CTR caseload data and census ethnicity data

There are 79 LSOAs (30% of all areas in Bristol) where there is an above average number of households with people from Black, Asian and minority ethnic communities. Within these areas, there are 13,919 households who receive CTR. This equates to 39% of all households receiving CTR. The map below shows active CTR awards against 2011 census ethnicity data.



CTR caseload data by sex

Sex by lead working age claimant:

- 15,170 females (61%)
- 13,190 single females (53%)
- 9,173 males (37%)
- 7,126 single males (29%)
- 366 not disclosed/unknown (1%)

Females are likely to be disproportionately affected by any proposed changes to the scheme as they are overrepresented in the CTR caseload when compared to Bristol as a whole.

CTR caseload data by age

- 10,407 pension age
- 24,709 working age
- 22,274 children living in 10,491 working age households

People who are pension aged are protected from reductions in support under a nationally prescribed scheme. It is possible for those between 50 and 64 to be affected by changes to the working age scheme.

Working aged people could be affected and they make up the majority of the CTR caseload and 42% of the working age households contain at least one child or young person.

CTR caseload data by receipt of disability benefit

10,190 working age households with applicant or partner receiving at least one form of Personal Independence Payments (41%).

Disabled working aged people are likely to be disproportionately affected by any proposed changes to the scheme as they are overrepresented in the CTR caseload when compared to Bristol as a whole (12.4% where day to day activities are limited by a disability)

CTR caseload data and religion/faith data

Data from the Office for National Statistics shows the three largest groups in Bristol to be Christian 47%, no religion 37%, and Muslim 5%

Religion (QS208EW)	Number	%age
All Usual Residents	428234	
Christian	200254	47%
Buddhist	2549	1%
Hindu	2712	1%
Jewish	777	<1%
Muslim	22016	5%
Sikh	2133	<1%
Other Religion	2793	1%
No Religion	160218	37%
Religion Not Stated	34782	8%

The three maps below show the distribution within Bristol of these three largest groups within the protected characteristic of 'religion and belief'.



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1. Christian (darker areas have a higher percentage)



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2. No religion (darker areas have a higher percentage)



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3. Muslim (darker areas have a higher percentage)

There is a correlation between areas with high proportion of Muslim residents and high CTR demand (central areas) but also high demand in some areas on the edge of the city where there are high proportions of Christians or those with no religion.

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Age                 | <input checked="" type="checkbox"/> Disability | <input type="checkbox"/> Gender Reassignment |
| <input type="checkbox"/> Marriage and Civil Partnership | <input type="checkbox"/> Pregnancy/Maternity   | <input type="checkbox"/> Race                |
| <input type="checkbox"/> Religion or Belief             | <input checked="" type="checkbox"/> Sex        | <input type="checkbox"/> Sexual Orientation  |

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without

the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

Service specifically there are gaps in the following areas;

- Marriage and civil partnership
- Pregnancy/Maternity
- Gender reassignment
- Sexual orientation

We will attempt to address these gaps in the evidence base through scheme specific consultation, if/when any changes to the scheme are proposed.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and

their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

Further formal and widespread consultation will have to take place as/when in 2023/24 as/when specific changes to any scheme are proposed.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards <sup>1</sup> .	
Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.	
As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.	
We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Changes to the CTR scheme will only affect working age people and will likely result in a financial impact on households who already have a low income. Almost half of the households potentially affected have at least one child or young person living with them.</li> <li>Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> </ul>

	<ul style="list-style-type: none"> <li>Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>have poor emotional health and wellbeing</li> <li>find inaccessible public transport prevents them from leaving their home when they want to</li> <li>6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Older people (over pension age) are protected from any changes to the CTR scheme by national regulations.</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Disabled people are overrepresented within the CTR caseload and will likely result in a financial loss for those households.</li> <li>17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>changing the way things are done e.g. opening / working times;</li> <li>changes to overcome barriers created by the physical features of premises.</li> <li>providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Females are more likely to be affected by proposed changes because they are overrepresented within the CTR caseload. They are also more likely to be single parents than males and already likely find it difficult to manage financially.</li> <li>The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>Women still bear the majority of caring responsibilities for both children and older relatives.</li> </ul>

	<ul style="list-style-type: none"> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• There are differences between men and women in health practices and the way they use health services</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p>Data is not held specifically around sexual orientation however the following are considered:</p> <ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they’re LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they’re LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p>Data is not held specifically around pregnancy/maternity however the following are considered:</p> <ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including breastfeeding and updates for any workforce changes)</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Data is not held specifically around gender reassignment however the following are considered: <ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Based on the information that we hold regarding where CTR recipients live, CTR awards are concentrated in areas with higher numbers of people from Black, Asian and minority ethnic communities. Nationally, people from Bangladeshi and Black/Black British backgrounds are overrepresented within the CTR caseload. There is no reason to suggest that this is not the case in Bristol as well. If the scheme is changed, this group is likely to experience a financial loss. Black, Asian and minority ethnic communities are also overrepresented in the group that are finding it difficult to manage financially.</li> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	<ul style="list-style-type: none"> <li>The information that we hold suggests that Muslims living within central and Eastern parts of the city are overrepresented within the CTR caseload and those declaring a Christian or no religion on the outskirts of the city</li> <li>There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The CTR scheme supports households who are on a low income and awards are most highly concentrated in those areas that are in the most deprived.</li> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>There are 3,076 households receiving CTR where Carer's Allowance is also in payment, and it is likely that many more carers are not receiving this benefit.</li> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>Young carers are often hidden and may not recognise themselves as carers.</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't

- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

Potential financial losses for working age households who are in receipt of CTR if the scheme is changed, which is likely to have a disproportionate impact on protected characteristic groups where there is already evidence of disproportionate hardship. There is potential to mitigate some of the impact through investigation of discretionary fund for affected households or financially protecting some 'vulnerable' groups automatically (e.g. those families with young children, or based on receiving a disability benefit).

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Matt Kendall	December 2022 - ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equality-policy)

In addition, feedback from stakeholders and service users, monitoring of arrears for Council Tax.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 8/12/2022	19/1/23

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R21 - Local crisis prevention fund	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Matt Kendall
Service Area: Benefits (LCPF) Finance	Lead Officer role: Benefits Technical Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### Local crisis and prevention fund proposal.

To reduce Bristol City Council contributions by 50% to the local crisis prevention fund, which provides discretionary emergency payments for essentials and household goods for individuals in financial hardship. We will refer unsuccessful claimants to other services, such as money or debt advice.

We will top up the fund should additional external funding such as the government’s Household Support Fund which supports low-income households, be received.

This would result is an overall reduction in the funding available via distribute grants from £700,000 (pre COVID levels) to £350,000 per year.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="655 1346 1501 2107"> <thead> <tr> <th data-bbox="655 1346 975 1435">Quality of Life Indicator</th> <th data-bbox="975 1346 1501 1435">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1435 975 1480">16 to 24 years</td> <td data-bbox="975 1435 1501 1480">12.5</td> </tr> <tr> <td data-bbox="655 1480 975 1525">50 years and older</td> <td data-bbox="975 1480 1501 1525">6.7</td> </tr> <tr> <td data-bbox="655 1525 975 1570">65 years and older</td> <td data-bbox="975 1525 1501 1570">3.2</td> </tr> <tr> <td data-bbox="655 1570 975 1615">Female</td> <td data-bbox="975 1570 1501 1615">8.6</td> </tr> <tr> <td data-bbox="655 1615 975 1659">Male</td> <td data-bbox="975 1615 1501 1659">8.5</td> </tr> <tr> <td data-bbox="655 1659 975 1704">Disabled</td> <td data-bbox="975 1659 1501 1704">21.6</td> </tr> <tr> <td data-bbox="655 1704 975 1749">Asian /Asian British</td> <td data-bbox="975 1704 1501 1749">9.9</td> </tr> <tr> <td data-bbox="655 1749 975 1794">Black/Black British</td> <td data-bbox="975 1749 1501 1794">19.8</td> </tr> <tr> <td data-bbox="655 1794 975 1839">Mixed/Multiple Ethnicity</td> <td data-bbox="975 1794 1501 1839">16.3</td> </tr> <tr> <td data-bbox="655 1839 975 1883">White British</td> <td data-bbox="975 1839 1501 1883">7.8</td> </tr> <tr> <td data-bbox="655 1883 975 1928">White Minority Ethnic</td> <td data-bbox="975 1883 1501 1928">8.4</td> </tr> <tr> <td data-bbox="655 1928 975 1973">Lesbian Gay or Bisexual</td> <td data-bbox="975 1928 1501 1973">12.7</td> </tr> <tr> <td data-bbox="655 1973 975 2018">No Religion or Faith</td> <td data-bbox="975 1973 1501 2018">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%

Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)  
[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

[Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities \(Oct 2022\)](#)  
[Cost of Living Risk Index \(arcgis.com\)](https://arcgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills

	<p>in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</p> <ul style="list-style-type: none"> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

**Additional comments:**

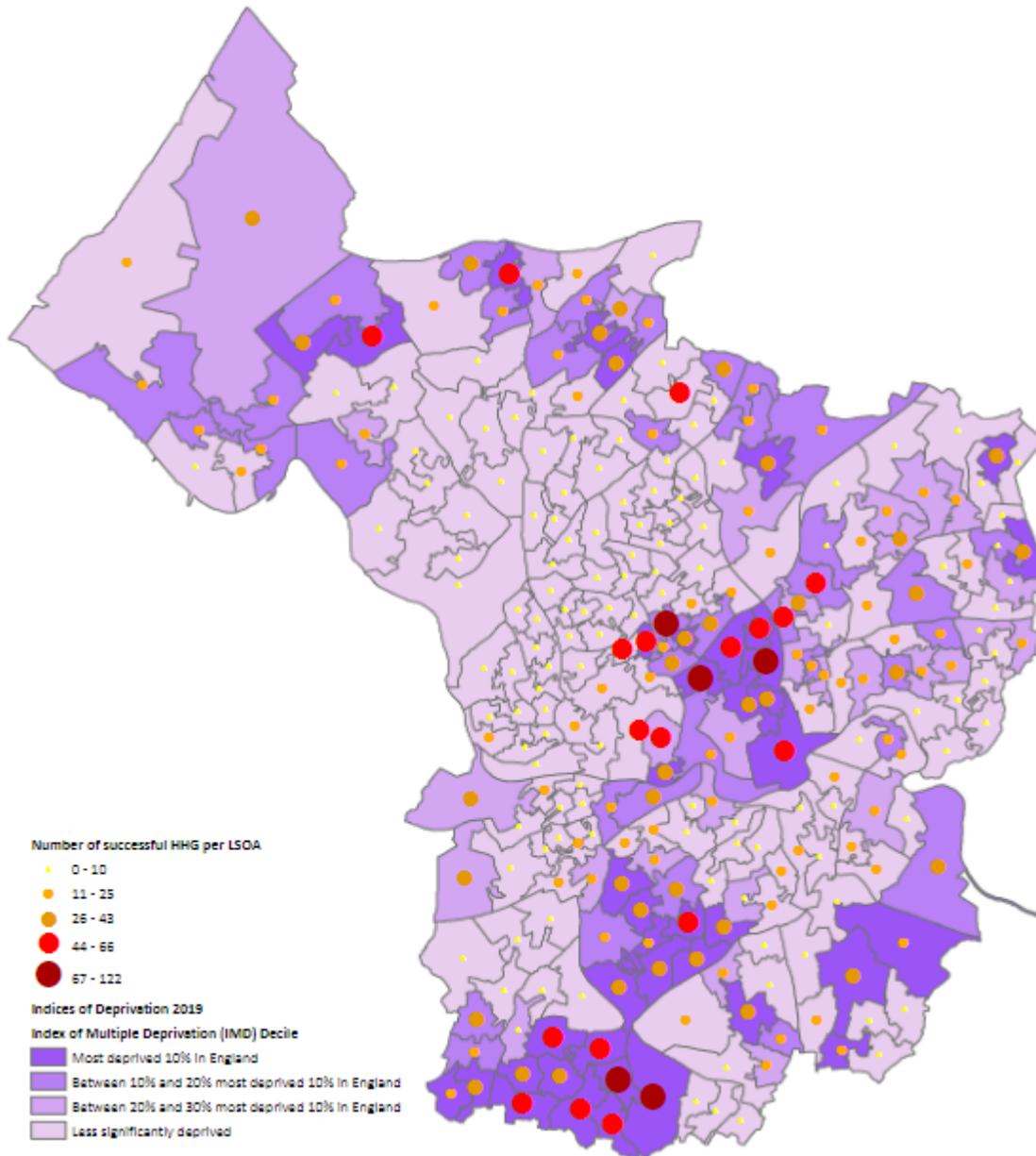
Local Crisis Prevention Fund users data based on 1 year's data from 2020/ 2021.

<b>Outcome</b>	<b>Households</b>	<b>Percentage</b>
Awarded	4726	58%
Refused	2489	31%
Withdraw/pending	926	11%
<b>Total</b>	<b>8141</b>	
<b>Family Type</b>		
Couple	208	3%
Family	620	8%
Lone Parent	2967	36%
Pensioner	321	4%
Single	4025	49%
<b>Reason for application</b>		
Benefit Delay	250	3%
COVID (UC drop in income)	399	6%
Debt	1346	19%
Domestic Violence	205	3%
Homelessness	813	11%
Other	2489	34%
Prison Leaver	297	4%
Benefit Sanction	22	0.3%
School Uniform	799	11%
Universal Credit Issues	595	8%

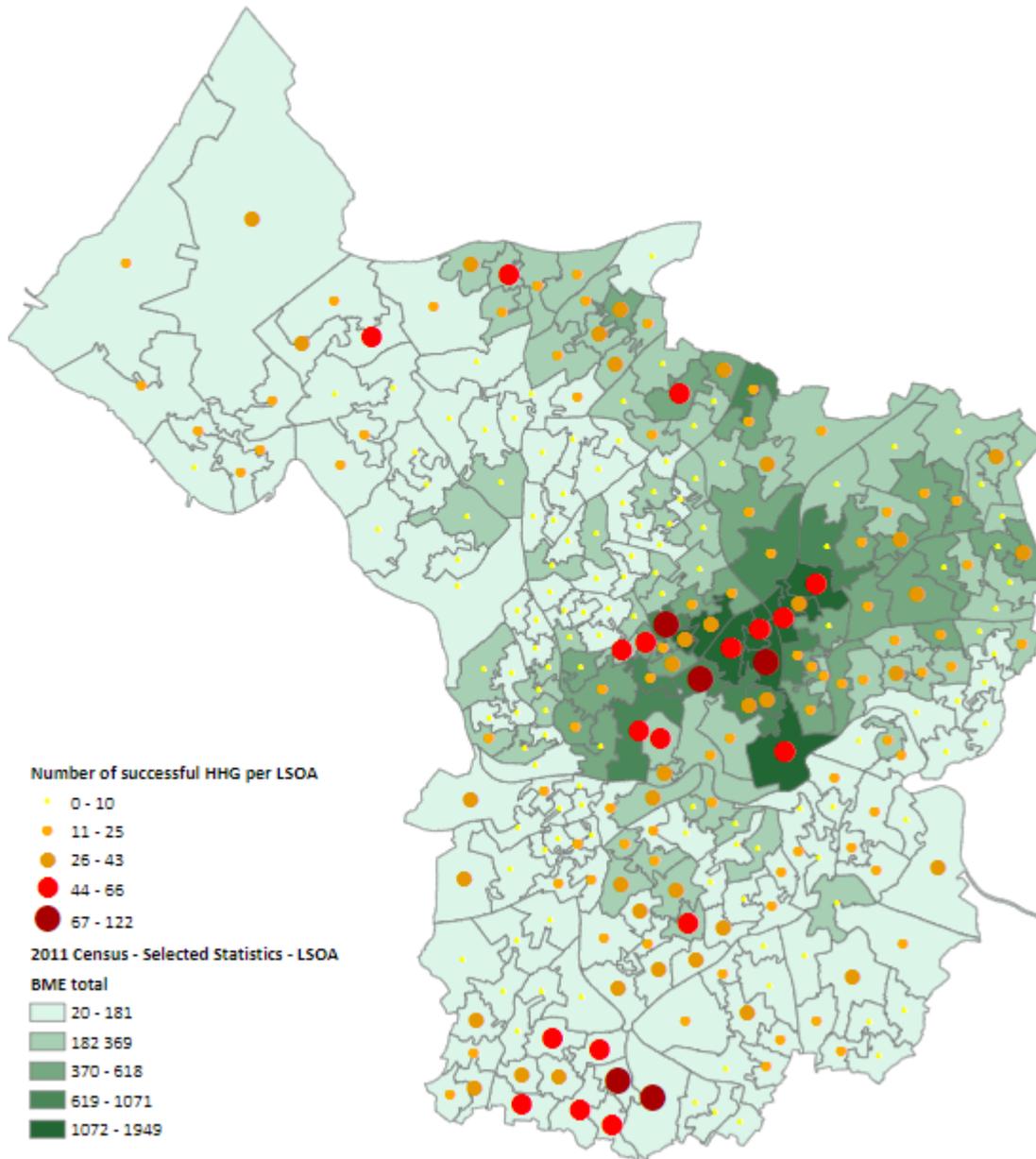
<b>Area</b>	<b>Households</b>	<b>Percentage</b>
<b>Gender</b>		
Female	5185	64%
Male	2956	36%
<b>Number of children</b>		
10	1	0.01%
9	1	0.01%
8	2	0.02%
7	7	0.09%
6	41	1%
5	113	1%
4	353	4%
3	603	7%
2	1144	14%
1	1322	16%
0	4554	56%
<b>Age</b>		
80+	16	0.20%

70-79	62	1%
60-69	345	4%
50-59	935	11%
40-49	1580	19%
30-39	3088	38%
20-29	2047	25%
-20	68	1%

### Successful LCPF Household goods applications by LSOA with Indices of Multiple Deprivation



## Successful LCPF Household goods applications by LSOA with BME population figures



### 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

### 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. where this has not always historically been included in census and statutory reporting e.g. for sexual orientation.

Information around, disability, sexual orientation, pregnancy and maternity, gender reassignment and religious/belief is not directly collected by the service.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

In addition, suppliers will be informed of the proposed changes to funding and potentially contracts, as well as internal/external stakeholders via the usual channels of communication that use this service.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or

mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
<p>Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.</p> <p>Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.</p> <p>As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.</p> <p>We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.</p>	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are overrepresented based on the percentage of successful LCPF applications therefore any potential reduction in successful applications within the earmarked fund may have a greater impact in this area.</li> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:             <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost-of-living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people are underrepresented based on the percentage of successful LCPF applications (4%) therefore any potential reduction in successful applications within the earmarked fund would have a lesser impact in this area.</li> </ul>

Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Data is not held specifically around disability but based on previous data matching exercises with Housing Benefit/Council Tax Reduction data, there is an overrepresentation based on the percentage of successful LCPF applications therefore any potential reduction in successful applications within the earmarked fund may have a greater impact in this area.</li> <li>• 17% of Bristol's population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• The national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Females are overrepresented based on the percentage of successful LCPF applications (64%) as well as Lone Parents who are predominately females (36%) therefore any potential reduction in successful applications within the earmarked fund may have a greater impact in this area.</li> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>• In 2020-21 there were 205 Local Crisis Prevention Fund applications because of domestic violence. Nationally, 27% of women experience domestic abuse in their</li> </ul>

	<p>lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</p> <ul style="list-style-type: none"> <li>• Men and boy's health is in general poorer than that of women and girl's</li> <li>• Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>• On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>• A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>• There are differences between men and women in health practices and the way they use health services</li> <li>• Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p>Data is not held specifically around sexual orientation however the following are considered:</p> <ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>• More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>• One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p>Data is not held specifically around pregnancy/maternity however the following are considered:</p> <ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> </ul>

	<ul style="list-style-type: none"> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p>Data is not held specifically around gender reassignment however the following are considered:</p> <ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Black, Asian and minority ethnic people are overrepresented based on the percentage of successful LCPF applications therefore any potential reduction in successful applications within the earmarked fund may have a greater impact in this area.</li> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above

<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Data is not held specifically around sexual orientation however the following are considered: <ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays) .</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Those households from lower socio-economic areas are overrepresented based on the percentage of successful LCPF applications therefore any potential reduction in successful applications within the earmarked fund may have a greater impact in this area.</li> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Data is not held specifically around carers however the following are considered: <ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

The proposal will reduce the overall emergency funding available for people with specific protected characteristics who are experiencing financial hardship. We will mitigate this where possible through:

- Increased use of other funding streams, e.g. governments Household Support Fund
- Increased awareness of other support routes, both practical and financial, including those in voluntary/third sector.
- Better targeting of awards and wrap around service to enable better and longer term support.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

None identified

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.	Matt Kendall	December 2022 - ongoing

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

In addition, any potential impact could be measured as below;

- Applications to LCPF and % Tenancy type
- Additional refusals of Emergency Payments and/or Household Goods
- Additional awards of Emergency Payments and/or Household Goods
- Additional calls/visits to the Benefits Service or Customer service points
- Increase movement from Emergency/Temporary Accommodation (which involves unfurnished tenancies)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 8/12/2022	19/1/23

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.11]



Title: R22 - Reduction in Debt Collection Funding	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input checked="" type="checkbox"/> Other [please state] Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Finance	Lead Officer name: Kevin Smith
Service Area: Revenues and Benefits	Lead Officer role: Operations Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

## Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

## This Proposal

Reduce the temporary funding by £100,000 in 2023/24 to the debt outreach programme, which works with individuals in debt to the council, and instead improve signposting to specialist providers of debt advice in the city.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																																									
Bristol Deprivation Data <a href="#">JSNA 2022.23 - Deprivation (bristol.gov.uk)</a>  <a href="#">Deprivation (bristol.gov.uk)</a>	<ul style="list-style-type: none"> <li>• 15% of Bristol's population live in the most deprived 10% of areas in England in 2019 (16% in 2015)</li> <li>• 17,200 children (21%) and 13,600 older people (17%) in Bristol live in income deprived households</li> <li>• At ward level, the greatest levels of deprivation in Bristol are in the wards of Hartcliffe &amp; Withywood, Lawrence Hill and Hengrove &amp; Whitchurch Park</li> <li>• The 10 most deprived neighbourhoods<sup>1</sup> in Bristol are all in the South Bristol local areas<sup>2</sup> of Hartcliffe, Whitchurch Park and Knowle West</li> </ul>																																									
Quality of Life in Bristol 2021/2: % who find it difficult to manage financially	Citizens in more deprived areas are more likely to be financially disadvantaged so a reduction in outreach work, including home visits for those in need, will have a negative impact on both income maximisation and the mental health and wellbeing of citizens. <table border="1" data-bbox="695 1294 1358 2087"> <thead> <tr> <th data-bbox="695 1294 1027 1361">Quality of Life Indicator</th> <th data-bbox="1032 1294 1358 1361">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr><td>16 to 24 years</td><td>12.5</td></tr> <tr><td>50 years and older</td><td>6.7</td></tr> <tr><td>65 years and older</td><td>3.2</td></tr> <tr><td>Female</td><td>8.6</td></tr> <tr><td>Male</td><td>8.5</td></tr> <tr><td>Disabled</td><td>21.6</td></tr> <tr><td>Black Asian &amp; Minority Ethnic</td><td>14.9</td></tr> <tr><td>White Minority Ethnic</td><td>8.4</td></tr> <tr><td>White British</td><td>7.8</td></tr> <tr><td>Asian/Asian British</td><td>9.9</td></tr> <tr><td>Black/Black British</td><td>19.8</td></tr> <tr><td>Mixed Ethnicity</td><td>16.3</td></tr> <tr><td>White</td><td>7.9</td></tr> <tr><td>Lesbian Gay or Bisexual</td><td>12.7</td></tr> <tr><td>No Religion or Faith</td><td>8.0</td></tr> <tr><td>Christian Religion</td><td>8.3</td></tr> <tr><td>Other Religions</td><td>18.2</td></tr> <tr><td>All carer</td><td>10.7</td></tr> <tr><td>Full Time Carer</td><td>14.0</td></tr> </tbody> </table>		Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Black Asian & Minority Ethnic	14.9	White Minority Ethnic	8.4	White British	7.8	Asian/Asian British	9.9	Black/Black British	19.8	Mixed Ethnicity	16.3	White	7.9	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0	Christian Religion	8.3	Other Religions	18.2	All carer	10.7	Full Time Carer	14.0
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Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.3
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

(Bristol City Council, 2022)

Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)

Cost of Living Risk Index (arccgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household
- **Black and Minoritised people** – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners
- **People in rented accommodation** – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to

	<p>meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</p> <ul style="list-style-type: none"> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
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<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

### 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Whilst we do collect diversity monitoring for some service areas e.g. benefits, there are gaps in the available data e.g. for businesses (for accounts payable debt there is no equalities data available regarding the Council's suppliers and many of these will also be bodies corporate rather than sole traders), and also where this had not historically been required by statutory reporting.

### 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

### 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include

any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

Engagement with internal stakeholders continues with input from relevant officers and members.

### Step 3: Who might the proposal impact?

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 above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

##### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

The proposal will reduce the level of support to those citizens of Bristol who are financially disadvantaged and / or owe debts to the Council. There will also be a reduction in the support able to be provided in income maximisation with increased reliance on partnerships with third sector advice agencies and the Money and Pensions Service.

The proposed reduction in funding will reduce the available capacity to undertake outreach functions which are a core part of the ethical debt collection initiative and corporate debt management policy.

We will continue to work closely with external partners who offer debt advice and support, and proactively signpost service users to appropriate services wherever possible.

Whilst the proposal is not directly discriminatory because it will apply to all citizens in debt, it is acknowledged that some groups with particular protected characteristics may be more susceptible to financial vulnerability or deprivation. Our resources will be used to target those most in need.

We do not anticipate any significant impact for council employees arising from this proposal as any required workforce changes have already taken place.

Decision makers will have the ability to make changes to the individual spending plans following further engagement as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed

budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Young people aged under 25 are more likely to find it difficult to manage financially than average (Bristol City Council, 2022)</li> <li>Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Age UK sets out the realities of living on a low fixed income in retirement; the coping strategies that older people have developed in order to manage; and the intense difficulties they face in trying to meet the additional, unavoidable costs of ageing which present big, daily challenges for them yet are often overlooked by policymakers (Age UK, 2019)</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>One in five Disabled adults faces extra costs of over £1,000 a month even after they have received welfare payments designed to meet those costs<sup>1</sup>.</li> <li>Disabled people are more likely to find it difficult to manage financially than average (Bristol City Council, 2022).</li> <li>17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>Disabled people are likely to need information indifferent formats to ensure they receive a service of a similar standard to other people. People with neurological differences including Dyspraxia, Dyslexia, ADHD, Dyscalculia, Autism, or Tourette Syndrome etc. may require adjustments such as making sure that communication is clear, concise and unambiguous; setting out timescales to give sufficient advance notice; or managing any known issues around anxiety or sensory sensitivities for face-to-face meetings.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>Single parents are more likely to have lost hours and to have lost income in recent months. They are more likely both to have been furloughed, and to have lost their jobs as a result of the COVID pandemic and cost of living crisis – with a risk that the single parent employment gap has widened. Given the greater impact on their employment, single parents are also more likely to be struggling</li> </ul>

<sup>1</sup> Disability Price Tag | Disability charity Scope UK

	financially and to be concerned about their future finances (Dromey, Dewar, & Finnegan, 2020)
Mitigations:	Focus on this area with remaining resources.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Quality of Life Survey data (Bristol City Council, 2022) clearly shows that sexual orientation does have an impact on financial vulnerability.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Research shows that pregnancy causes financial strain (International Forum for Wellbeing In Pregnancy, Unknown).</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Citizens may feel marginalised and therefore could be more financially vulnerable. The Quality of Life survey data (Bristol City Council, 2022) shows that LGBT+ citizens are more financially vulnerable.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>There is evidence of growing economic disparity for Black, Asian and minority ethnic led business in Bristol</li> <li>Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The data from the Quality of Life survey (Bristol City Council, 2022) indicates that there is some disparity between financial vulnerability depending upon religion or faith.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Quality of Life survey (Bristol City Council, 2022) does not differentiate between marriage and civil partnership however studies have shown that financial abuse does exist in marriage (Pace, 2021) and it is not unreasonable to believe therefore that it exists in civil partnerships.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>OTHER RELEVANT CHARACTERISTICS</b>	

<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• People in Council rented (and other rented) accommodation and living in the most deprived areas of the city are more likely to find it difficult to manage financially than average (Bristol City Council, 2022).</li> <li>• Citizens in more deprived areas are more likely to be financially disadvantaged so are potentially more at risk of collection and recovery activity.</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Carers are more likely to find it difficult to manage financially than average (Bristol City Council, 2022).</li> </ul>
Mitigations:	Focus on this area with remaining resources.
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	<ul style="list-style-type: none"> <li>• Those whose English is not their first language, who were previously or are homeless or are care leavers may be more financially vulnerable (Bristol City Council, 2022).</li> </ul>
Mitigations:	Focus on this area with remaining resources.

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

Although we have not identified any additional benefit, support will be targeted at those who present with financial vulnerabilities. These persons may come from any of the groups with protected or other relevant characteristics identified above.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Resource will be focussed on mitigating negative impacts of the reduction in funding but it must be recognised that a reduction in funding will have a resultant effect on the level of service that can be provided.

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

None

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Ensure resource is allocated effectively to minimise any impacts	Kevin Smith, Operations Manager	Following confirmation of reduction in funding.

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Numbers of citizens reporting financial distress as a result of recovery activity undertaken by the Council.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>2</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 4/1/2023	Date: 19/1/23

<sup>2</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R23 - Unified Financial assessments	
<input checked="" type="checkbox"/> Budget Proposal	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Graham Clapp
Service Area: Finance - Benefits	Lead Officer role: Head of Service

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### Unified Financial assessments proposal

Externally commission and/or join up pockets of the same or similar functions across the council that carry out citizens financial assessments (e.g. to determine eligibility for services, exemptions and discounts). This will reduce duplication of application for the customer, improve response time and achieve cost reductions.

This area of activity has the potential to significantly increase should the adult social care charging reforms be rolled out as planned and as a result achieve greater future year efficiencies.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Yes       No      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

No, there is no change at all proposed to service delivery, it is simply a transfer of the service from one area to another. We do not anticipate that there will be any significant negative impact for colleagues.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 8/12/2022	19/1/23

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R24 – Reduce the cost of Legal and Democratic Services	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Tim O’Gara
Service Area: Legal and Democratic Services	Lead Officer role: Director – Legal and Democratic Services

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

To reduce the cost of legal and democratic services

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Services	<input type="checkbox"/> The wider community
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<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations
Additional comments:	

### 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

This saving will be delivered through vacancy management therefore it is not anticipated that there will be an equality impact.

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim O’Gara
Date: 21/12/2022	21/12/22

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R27 Restructure Finance Division	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Denise Murray
Service Area: All services in finance division	Lead Officer role: Director of Finance (s151 Officer)

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This proposal

The proposal is to undertake a review of the structures within the Finance division to support a smaller organisation.

The services within this remit include:

- Internal Audit Services
- Procurement Services
- Revenues & Benefits Services
- Accountancy, Risk & Insurance Service

This proposal aims to reduce the initial 23/24 budget for these services in total by £998k.

The aspiration is to achieve this through restructure to release vacancies and review of core vs non-core service provision to the organisation in the first instance. A priority is to ensure we can meet our regulatory responsibilities and maintain the appropriate stewardship and governance of the council's finances and minimise the council's exposure to risk. While not ruled out it is hoped to avoid the need for either voluntary or compulsory redundancies by taking a more flexible approach to resource deployment.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments: This will directly impact the workforce within the teams, however there will be changes to the structure of the teams and the financial support on offer to the wider organisation and specific projects.		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																		
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)																		
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.																		
<a href="#">Ward profile data (bristol.gov.uk)</a>	The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.																		
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="624 1648 1469 2123"> <thead> <tr> <th data-bbox="624 1648 951 1738">Quality of Life Indicator</th> <th data-bbox="951 1648 1469 1738">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="624 1738 951 1787">16 to 24 years</td> <td data-bbox="951 1738 1469 1787">12.5</td> </tr> <tr> <td data-bbox="624 1787 951 1836">50 years and older</td> <td data-bbox="951 1787 1469 1836">6.7</td> </tr> <tr> <td data-bbox="624 1836 951 1886">65 years and older</td> <td data-bbox="951 1836 1469 1886">3.2</td> </tr> <tr> <td data-bbox="624 1886 951 1935">Female</td> <td data-bbox="951 1886 1469 1935">8.6</td> </tr> <tr> <td data-bbox="624 1935 951 1984">Male</td> <td data-bbox="951 1935 1469 1984">8.5</td> </tr> <tr> <td data-bbox="624 1984 951 2033">Disabled</td> <td data-bbox="951 1984 1469 2033">21.6</td> </tr> <tr> <td data-bbox="624 2033 951 2083">Asian /Asian British</td> <td data-bbox="951 2033 1469 2083">9.9</td> </tr> <tr> <td data-bbox="624 2083 951 2123">Black/Black British</td> <td data-bbox="951 2083 1469 2123">19.8</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8
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16 to 24 years	12.5																		
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Female	8.6																		
Male	8.5																		
Disabled	21.6																		
Asian /Asian British	9.9																		
Black/Black British	19.8																		

	Mixed/Multiple Ethnicity	16.3
	White British	7.8
	White Minority Ethnic	8.4
	Lesbian Gay or Bisexual	12.7
	No Religion or Faith	8.0
	Christian Religion	8.3
	Other Religions	18.2
	Carer	10.7
	Full Time Carer	14.0
	Part Time Carer	9.7
	Single Parent	28.6
	Two Parent	9.6
	Parent (all)	12.0
	No Qualifications	10.0
	Non-Degree Qualified	12.9
	Degree Qualified	6.7
	Rented (Council)	20.3
	Rented (HA)	20.6
	Rented (Private)	14.6
	Owner Occupier	4.6
	Most Deprived 10%	18.8
	<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

### Summary of Bristol City Council workforce diversity

	Finance Division %	BCC headcount %	Bristol Working Age Population (16-64)
Age 16-29	6.9%	12.2%	39.0%
Age 30-39	17.7%	22.0%	24.0%
Age 40-49	26.2%	24.4%	16.0%
Age 50-64	49.2%	41.4%	21.0%
Age 65+	-	3.4%	-
Disabled	8.1%	9.0%	12%
Asian / Asian British	5.0%	2.9%	5.8%
Black / Black British	6.5%	5.1%	5.3%
Mixed ethnicity	1.9%	3.6%	2.9%
Other ethnic groups	0.0%	0.4%	1.0%
White	79.2%	79.8%	85.0%
Female	54.6%	60.1%	49.0%
Male	45.0%	39.3%	51.0%
Use another gender term	0.0%	0.2%	-
Christian	32.3%	25.9%	43.5%
Other religion/belief	4.6%	6.6%	7.3%
No religion/belief	38.1%	41.9%	41.5%
Lesbian, Gay or Bisexual	1.5%	5.9%	9.1%
Trans	0.4%	0.1%	-

- Older employees are overrepresented in the Finance division overall and there are some variations in particular services:
  - Internal Audit Services - 17% of employees are Disabled
  - Procurement and Contract management - a higher proportion of Asian/Asian British employees and employees from non-Christian faith groups
  - Revenues & Benefits Services – reflects Finance overall
  - Accountancy, Risk & Insurance Service – 60% female, and a higher proportion of Asian/Asian British employees

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](#)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest

	<p>proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<p><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></p> <p><u>Cost of Living Risk Index (arccgis.com)</u></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>

<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
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## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Marriage and Civil Partnership <input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Disability <input checked="" type="checkbox"/> Pregnancy/Maternity <input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Gender Reassignment <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Sexual Orientation
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## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

Workforce mitigations are being considered in a separate overarching 'All Workforce Aspect' Budget EQIA, and there would be a separate Management of Change process and EQIA for subsequent restructures after review.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

The Council has a corporate objective to right-size and streamline non-statutory requirements. The structure review undertaken is based on the anticipated level of project / non-core work that requires financial support at the present time. This non-core work often enables us to improve our ability to recruit, particularly individuals in the younger age categories who typically would be looking for development and diverse opportunities to add to their CVs. Should the non-statutory services reduce significantly more this structure proposal will require further review and revision to reflect the reducing need of the Council for finance resources on non-core work. We would look to do this in conjunction with the work that we undertake through our strategic partner in order to minimise any negative impact from the changed remit.

At this early budget setting stage we have considered the demographic make-up of the relevant teams, considering their protected characteristics, and how changes will impact representation across the team. Currently the key challenge in terms of diversity in the team is the workforce age profile, where we have currently a heavy reliance on the >50 year old age profile of staffing and an underrepresented 16-29 age range.

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient

consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in Finance services as employees.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As above – older employees are overrepresented as employees across Finance services</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is 'anticipatory' so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> <ul style="list-style-type: none"> <li>● Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>● Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>● Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>● More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>● Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>● In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>● 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>● Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>● Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>● Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>● People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> </ul>

	<ul style="list-style-type: none"> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far

as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

The structure review aims to enable us to address existing age disparity in the Finance division partly by ensuring we can progress with recruitment to our significant vacancy levels, but also by revising the current Senior Accountant and Principal Account roles into one career graded Group Accountant post. As well as supporting our grow-your-own aspirations and enabling greater resilience in terms of succession planning, enabling recruitment of part / newly qualified post holders is anticipated to bring our age profile down and improve the balance.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

No significant negative impacts identified at this stage. Workforce changes may disproportionately impact older employees

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

The structure review aims to enable us to address existing age disparity in the Finance division partly by ensuring we can progress with recruitment to our significant vacancy levels.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

Continued review of the workforce diversity to assess success of our proposals in terms of the positive change to age diversity across the team.

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Denise Murray
Date: 9/1/2023	9/12/22

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: R28 Reduction of Equality and Inclusion budget	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Policy, Strategy & Digital	Lead Officer name: Rebecca Baldwin-Cantello
Service Area: Equality and Inclusion	Lead Officer role: Head of Equality and Inclusion

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

This proposal relates to a reduction in spending within the Equality and Inclusion service of £60,000 by deleting 1 full-time and 1 part-time vacancy and prioritising the role of the service in supporting the Council to meet its statutory duties.

The two roles being deleted are the programme management and corporate governance lead and a migration consultant role. This would:

1. Remove the resource we have available for supporting the wider Council on cross-cutting migration work and;
2. Reduce our ability to implement the recommendation from our most recent Local Government Peer Review that we adopt a “programme” approach to our Equality and Inclusion work which would enable us to more effectively monitor, evaluate and target our equality initiatives.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

**Yes**       **No**      [please select]

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If ‘No’ explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If ‘Yes’ complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>																												
<a href="#">Census 2011</a> and <a href="#">Census 2021</a>  <a href="#">2011 Census Key Statistics About Equalities Communities</a>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>																												
<a href="#">The population of Bristol</a>  <a href="#">Bristol Key Facts 2022</a>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>																												
<a href="#">Ward profile data (bristol.gov.uk)</a>	<p>The Ward Profiles provide a range of data-sets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>																												
<a href="#">Bristol Quality of Life Survey 2021-22</a>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="655 1346 1501 2107"> <thead> <tr> <th data-bbox="655 1346 975 1435">Quality of Life Indicator</th> <th data-bbox="975 1346 1501 1435">% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1435 975 1480">16 to 24 years</td> <td data-bbox="975 1435 1501 1480">12.5</td> </tr> <tr> <td data-bbox="655 1480 975 1525">50 years and older</td> <td data-bbox="975 1480 1501 1525">6.7</td> </tr> <tr> <td data-bbox="655 1525 975 1570">65 years and older</td> <td data-bbox="975 1525 1501 1570">3.2</td> </tr> <tr> <td data-bbox="655 1570 975 1615">Female</td> <td data-bbox="975 1570 1501 1615">8.6</td> </tr> <tr> <td data-bbox="655 1615 975 1659">Male</td> <td data-bbox="975 1615 1501 1659">8.5</td> </tr> <tr> <td data-bbox="655 1659 975 1704">Disabled</td> <td data-bbox="975 1659 1501 1704">21.6</td> </tr> <tr> <td data-bbox="655 1704 975 1749">Asian /Asian British</td> <td data-bbox="975 1704 1501 1749">9.9</td> </tr> <tr> <td data-bbox="655 1749 975 1794">Black/Black British</td> <td data-bbox="975 1749 1501 1794">19.8</td> </tr> <tr> <td data-bbox="655 1794 975 1839">Mixed/Multiple Ethnicity</td> <td data-bbox="975 1794 1501 1839">16.3</td> </tr> <tr> <td data-bbox="655 1839 975 1883">White British</td> <td data-bbox="975 1839 1501 1883">7.8</td> </tr> <tr> <td data-bbox="655 1883 975 1928">White Minority Ethnic</td> <td data-bbox="975 1883 1501 1928">8.4</td> </tr> <tr> <td data-bbox="655 1928 975 1973">Lesbian Gay or Bisexual</td> <td data-bbox="975 1928 1501 1973">12.7</td> </tr> <tr> <td data-bbox="655 1973 975 2018">No Religion or Faith</td> <td data-bbox="975 1973 1501 2018">8.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6	Asian /Asian British	9.9	Black/Black British	19.8	Mixed/Multiple Ethnicity	16.3	White British	7.8	White Minority Ethnic	8.4	Lesbian Gay or Bisexual	12.7	No Religion or Faith	8.0
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Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports (sharepoint.com) [internal link only]

Equality and Inclusion annual progress report 2021-22 (bristol.gov.uk)

Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the Employee Staff Survey Report and Stress Risk Assessment Form completed by individuals and teams [internal links only]

The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for locally managed schools/nurseries, councillors, casual, seasonal and external agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

Specific reporting at a team level is not available due to the small size of the team but from self-declarations this change will not make a material difference to workforce diversity, other than removing the potential to recruit someone with lived experience of migration issues.

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://www.nomisweb.co.uk)

[Business demography, UK - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).

In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)

Cost of Living Risk Index (arcgis.com)

The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:

- **People on the lowest incomes** - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium
- **Households with pre-payment energy meters** - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year
- **Parents and young families** – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).
- **Disabled people** – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household
- **Black and Minoritised people** – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners
- **People in rented accommodation** – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented
- **Underserved populations** - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.
- **Cost of Living Risk Index** (October 2022) identified Lawrence Hill, Hartcliffe & Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth & Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.

<p><a href="#">An evaluation of the Bristol Race Equality Covid-19 Steering Group</a></p> <p><a href="#">Designing a new social reality - Research on the impact of covid-19 on Bristol's VCSE sector and what the future should be – Black South West Network 2020</a></p> <p><a href="#">Delivering an inclusive economy post COVID-19</a></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p><a href="#">Migration Mobilities Bristol</a> (MMB) is a Specialist Research Institute at the University of Bristol.</p> <p>The Bristol City Council <a href="#">Refugee, Asylum Seeker and Inclusion Strategy</a></p> <p><a href="#">NRPF Partnership Working in Bristol</a></p>	<p>Local research and working groups between Bristol City Council and 'One City' partners has highlighted a need for regular communication to enhance support for migrant communities, particularly those with no recourse to public funds and for a joined up approach to cross-Council support.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

Information about participants of resettlement schemes and arriving asylum seekers can arrive with short timeframes and new schemes are sometimes developed as they are implemented. This can reduce the data we have available to understand the populations we are trying to support.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include

individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol’s diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on our budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council’s Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

We have established partnership working forums with migration stakeholders and will be continually seeking their feedback on the level of service and communication that they receive following any reduction in the Equality and Inclusion team’s resource.

## Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the ‘Action Plan’ Section 4.2 below.

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

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g., because they are over-represented in a particular cohort), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

We are also aware of existing structural inequalities and particular considerations, issues, and disparities for people in Bristol based on their characteristics, which we will take into account.

Despite removing the specific programme and governance support resource- the Equality and Inclusion service will be creating a new strategy and policy in 2023 which will seek to emulate a programme approach through reprioritisation of staff time, better use of programme management tools and more effective integration into wider corporate governance structures.

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment etc.</li> <li>• Young people in Bristol are more likely to:             <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are:             <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>

Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>• Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>• Bristol female preventable mortality rates are significantly higher than the England rates</li> </ul>

	<ul style="list-style-type: none"> <li>Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>Men and boy's health is in general poorer than that of women and girl's</li> <li>Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>There are differences between men and women in health practices and the way they use health services</li> <li>Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked bLGBT because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> <li>Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>Half of LGBT+ people experienced depression in the last year</li> <li>14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>

Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
<b>Migrant Communities</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Reduced coordination across Bristol City Council could lead to less effective communication with stakeholders, duplication of work or lack of leadership on migration issues, particularly in times of emergency.
Mitigations:	Reprioritisation of other funding streams to support cross Council coordination is being explored. There will also be better integration of all relevant teams into existing governance structures and new leads identified across other teams with responsibility for sharing information and leadership.

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

#### Summary of significant negative impacts and how they can be mitigated or justified:

Reducing this budget may affect our ability to implement the recommendation from our most recent Local Government Peer Review that we adopt a "programme" approach to our Equality and Inclusion work which would enable us to more effectively monitor, evaluate and target our equality initiatives. We will mitigate this by emulating a programme approach through reprioritisation of staff time, better use of programme management tools and more effective integration into wider corporate governance structures.

Reduced coordination across Bristol City Council on migration issues could lead to less effective communication with stakeholders, duplication of work or lack of leadership on migration issues, particularly in times of emergency. Reprioritisation of other funding streams to support cross Council coordination is being explored. There will also be better integration of all relevant teams into existing governance structures and new leads identified across other teams with responsibility for sharing information and leadership.

#### Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqIAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-">https://www.bristol.gov.uk/council-spending-</a>	Rebecca Baldwin-Cantello	01/2023

Improvement / action required	Responsible Officer	Timescale
<u>performance/council-budgets</u> and continue to be updated as appropriate.		
Identify and alternative funding options for migration work and integration of Equality & Inclusion governance in to existing corporate governance.	Rebecca Baldwin-Cantello	02/2023

### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equality-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Tim Borrett
Date: 16/1/2023	13.01.2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.10]



Title: Discretionary Rate Relief for Charities, Not for Profit & Voluntary Organisations (R29)	
<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 type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Finance	Lead Officer name: Jane Hadley
Service Area: Revenues & Benefits	Lead Officer role: Revenues Operations Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

#### Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

#### This Proposal

BCC operates an existing policy currently awarding Discretionary Rate Relief (DRR) in respect of 89 business rated premises used by Charities, Not-for-Profit and Voluntary organisations, but due to financial pressures, is proposing to remove this support with effect from April 2024.

The majority of organisations receive mandatory relief on 80% of their liability, and DRR provides a top up of up to 20%, leaving many of these organisations with nothing to pay currently.

The approximate value of the existing support provided by DRR is £180,000 annually, with individual awards normally ranging between £200 and £10,000 depending on the size and rateable value of the premises; should the relief be withdrawn organisations would be required to pay these amounts as business rates.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
DRR application data - (only where equalities information was requested and provided)	34 organisations reported in their application form that their services are targeted at people with protected characteristics
We have conducted light touch research into other organisations currently receiving DRR	This indicates that some target their services at people of protected characteristics, whilst other organisations provide services to the general population which will include people of protected characteristics.
<u>Census 2011 and Census 2021</u> <u>2011 Census Key Statistics About Equalities Communities</u>	The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)
<u>The population of Bristol</u> <u>Bristol Key Facts 2022</u>	Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.
<u>Nomis - Official Labour Market Statistics (nomisweb.co.uk)</u> <u>Business demography, UK - Office for National Statistics (ons.gov.uk)</u>	<p>84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the South West (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are 'long-term sick' and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of 'workless households' in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in 'professional occupations' (36.2) than for the South West (24.4%) and nationally (25.8%).</p> <p>In 2020 (most recent data) the South West continued to have the highest five-year 'survival rate' in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.</p>
<u>Bristol One City: Cost of Living Crisis – Bristol's One City approach to supporting citizens and communities (Oct 2022)</u> <u>Cost of Living Risk Index (arccgis.com)</u>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do</li> </ul>

	<p>not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</p> <ul style="list-style-type: none"> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> <li>• <b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost of living crisis.</li> </ul>
<p><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></p> <p><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE sector and what the future should be – Black South West Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p> <p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

We have looked at data held for current recipients of the relief. We have not done any equalities monitoring for the organisations involved or their service users. Light touch research has been carried out to identify each organisation's aims and objectives, however, we don't know who uses the organisations. We do not have any information about the organisations' financial situation or their ability to continue, reduce or rearrange their services should relief be withdrawn.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](https://sharepoint.com) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We launched a public consultation on This and other budget proposals between Friday 11 November and Friday 23 December. This consultation set out all the savings proposals we had identified to produce a balanced budget in the context of reduced available funding and increasing financial pressures.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and

their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

Should the proposal be approved, recipient organisations will be informed before the end of March 2023 that the relief will be withdrawn from April 2024. They will then have 12 months to rearrange their finances and/or their services if necessary to meet their tax liabilities and support will be offered to maintain affordable payment plans.

### Step 3: Who might the proposal impact?

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 above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
<p>Recipients of this relief are normally smaller organisations with a low turnover. Although we do not have robust diversity monitoring data for the staff and service users of potentially affected charities and not-for-profit organisations we know that there may be a disproportionate impact on communities of interest because many DDR recipient organisations will have an equality focus to their work; and/or may be e.g. Black and minoritised ethnic led; Disabled led; or LGBTQ+ led organisations etc.</p> <p>We accept that any loss of funding will impact the organisations affected but this will be to varying degrees – each organisation will respond individually depending on their circumstance and financial position e.g. they may be able to secure alternate funding or absorb the financial impact. However there is evidence showing that lack of equity in funding and procurement has eroded the local voluntary and community sector, and we are aware this proposal may combine with other factors such as a reduction in external funding, or income generating opportunities for the sector, to undermine the resilience of smaller organisations which are led by and/or support local equalities communities.</p> <p>We also recognise that that the proposal will cause some organisations to increase their charges or even withdraw their service and that this could affect users of their services who happen to be in these equalities groups.</p> <p>We must give 12 months' notice of the removal of the relief, which would not take effect until April 2024, and this will provide organisations with some time to consider their positions and take appropriate action which will help prepare them for the change.</p>	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation in Bristol and are less satisfied than average with the way the council runs things.</li> <li>• Children and young people in Bristol are considerably more ethnically diverse than the overall population of Bristol.</li> <li>• Children and young people from the most deprived areas of Bristol have the poorest outcomes in health and education in terms of health, education and future employment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET), worse than the national average (5.5%)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19 and the cost of living crisis</li> </ul>
Mitigations:	See general comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Older people in Bristol are: <ul style="list-style-type: none"> <li>○ less likely to be comfortable using digital services</li> <li>○ more reliant on public and community transport</li> <li>○ more likely to be an unpaid carer</li> <li>○ more likely to help out or volunteer in their community</li> <li>○ less likely to have formal qualifications</li> </ul> </li> <li>• Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See general comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and a have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including: <ul style="list-style-type: none"> <li>○ changing the way things are done e.g. opening / working times;</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g. extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> </ul>
Mitigations:	See general comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>The average UK pay gap is 15.4% in favour of men. The South West average is 16.6% with women paid 83p for every £1 earned by male counterparts.</li> <li>Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>Services and workplace requirements may not take into consideration the impact of women's reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>Bristol female preventable mortality rates are significantly higher than the England rates</li> <li>Nationally 27% of women experience domestic abuse in their lifetimes. The rate of recorded domestic abuse incidents in Bristol has shown a significant rise over the last two years and 74% of victims were female.</li> <li>Men and boy's health is in general poorer than that of women and girl's</li> <li>Male life expectancy at birth in Bristol is around four years less than for females.</li> <li>On average men in Bristol live 18 years in poor health, women live 22 years in poor health</li> <li>A higher proportion of boys have physical impairments and more boys than girls have diagnosed mental health disorders and learning difficulties.</li> <li>Men in Bristol are more likely than women to have unhealthy lifestyle behaviours including being overweight and obese, smoking, alcohol and substance misuse</li> <li>There are differences between men and women in health practices and the way they use health services</li> <li>Men are three times more likely than women to take their own lives.</li> </ul>
Mitigations:	See general comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> <li>1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT+) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT+.</li> <li>More than a third of staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>1 in 10 Black, Asian and Minority Ethnic LGBT+ staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT+ staff</li> <li>One in four lesbian and bisexual women have experienced domestic abuse in a relationship, one third of them were abused by a man. Almost half of all gay and bisexual men have experienced at least one incident of domestic abuse from either a family member or a partner since the age of 16.</li> </ul>

	<ul style="list-style-type: none"> <li>• Research shows LGBT+ people face widespread discrimination in healthcare settings and one in seven LGBT+ people avoid seeking healthcare for fear of discrimination from staff</li> <li>• The Stonewall <a href="#">LGBT in Britain - Health Report</a> shows LGBT+ people are at greater risk of marginalisation during health crises, and those with multiple marginalised identities can struggle even more. In communications we should signpost and refer where possible to mutual aid and community support networks<sup>2</sup>.</li> <li>• Research has shown that LGBT+ people are more likely to be living with long-term health conditions, are more likely to smoke, and have higher rates of drug and alcohol use.</li> <li>• Half of LGBT+ people experienced depression in the last year</li> <li>• 14% of LGBT+ people have avoided treatment for fear of discrimination because they are LGBT+.</li> </ul>
Mitigations:	See general comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The Equality Act 2010 applies to those who are pregnant or have given birth in the past 26 weeks, as well as making provisions to protect rights for breastfeeding.</li> <li>• Around 80% of women will give birth and many women will also experience termination, miscarriage and stillbirth</li> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>• Ensure there is equality of opportunity for services in relation to pregnancy and maternity. This includes e.g. providing physical access when using prams and pushchairs, and availability of toilets and baby-changing facilities etc. , and flexible working patterns and service times for childcare arrangements</li> <li>• Women from minoritised ethnic backgrounds are more likely to experience complications at birth</li> </ul>
Mitigations:	See general comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above trans people are statistically more vulnerable to verbal and physical abuse. Trans people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were trans</li> </ul>
Mitigations:	See general comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</li> <li>• In the last census (2011) 16% of the population belonged to a Black, Asian or minority ethnic group and this is likely to be higher now.</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Bangladeshi, Pakistani, and Black ethnic groups are more likely to live in deprived neighbourhoods; and the same groups and Chinese ethnicities are about twice as likely to live on a low income and experience child poverty compared to White groups</li> <li>• Black, Asian and minoritised ethnic households are less likely to own their home and more likely to living in overcrowded housing and intergenerational households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.</li> </ul>

	<ul style="list-style-type: none"> <li>• Black people in the UK are less likely to hold a driving licence and more likely to rely on public transport.</li> <li>• Black, Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because minoritised ethnic staff are under- represented.</li> <li>• People from Black African, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black, Asian and other minoritised ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• People from minoritised ethnic backgrounds are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> </ul>
Mitigations:	See general comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslim, and Islam is the second religion in Bristol after Christianity</li> <li>• Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>• Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See general comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>• In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>• There are an estimated 29,045 households living in fuel poverty in Bristol, 14.4% of all households (BEIS, 2022)</li> <li>• 4.6% of households have experienced moderate to severe food insecurity, rising to 11.2% in the most deprived areas of the city (QoL 2021-22)</li> <li>• 34.6% of people in Bristol are dissatisfied with the way the Council runs things, but this is 47.5% for people living in the most deprived areas of the city (QoL 2021-22).</li> <li>• The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.9 years for men and 6.7 years for women.</li> </ul>
Mitigations:	See general comments above

<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>• As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>• Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>• Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>• Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See general comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
Removal of DDR may have a disproportionate for particular protected characteristic groups where current recipients primarily provide services for or are led by specific communities of interest.
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
None identified

## 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
All relevant EqlAs will be published on the Council's website <a href="https://www.bristol.gov.uk/council-spending-performance/council-budgets">https://www.bristol.gov.uk/council-spending-performance/council-budgets</a> and continue to be updated as appropriate.		

## 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equalities-policy)

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqlA. EqlAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 5/1/2023	19/1/23

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.11]



Title: Discretionary Rate Relief (R30)	
<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 type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Finance	Lead Officer name: Jane Hadley
Service Area: Revenues & Benefits	Lead Officer role: Revenues Operations Manager

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Equality and Inclusion Team 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

This proposal is to remove Discretionary Rate Relief (with effect from April 2024) which is currently provided to Leisure Centres under pre-existing contracts, however the recipient organisations do not meet the criteria of the DRR policy.

### 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	

Additional comments: The award of this relief results in a reduction in business rates payable to the authority and is therefore 'funded' through corporate budgets. Removal of the relief will, under existing contracts with Leisure Centres, result in the loss of an equivalent sum from the relevant service budget (Leisure Services).

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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There will be no impact on citizens, organisations, or businesses from this proposal, though it may create a pressure in the relevant service budget. Should that be the case, any proposals to mitigate that may require their own EQIA.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Denise Murray, Director of Finance/S151 Officer
Date: 5/1/2023	Date: 19/1/23

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.

# Equality Impact Assessment [version 2.9]



Title: RE01 ICT Refresh	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input checked="" 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: Resources	Lead Officer name: Gavin Arbuckle
Service Area: Digital Transformation	Lead Officer role: Head of IT Operations

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) 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. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use [plain English](#), avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

**Budget context**

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

To address these challenges we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely.

**This proposal**

This proposal is to reduce the capital budget available to buy new ICT hardware, for example when the council needs to update its laptops and mobile devices. The existing budget is £2.8m and it is proposed to reduce this by £350k.

This is in the context of the council have only recently completed a full refresh of its laptops as part of a project to upgrade to Windows 10 and a Microsoft 365 toolset, and also in light of the council anticipating fewer devices in future as its workforce reduces.

### 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input type="checkbox"/> Service users	<input type="checkbox"/> The wider community
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<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations
Additional comments: The proposal would only directly impact the council's workforce if the need for devices and other equipment outstripped the budget left available. This is considered very unlikely, and there will also be no impact on our ability to provide reasonable adjustments for disabled colleagues, as these are funded from service-area budgets.	

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
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We do not anticipate any impact on our ability to refresh and provide enough ICT equipment to meet organisational needs. If this changes it will be in future financial years where there may be a peak in demand as the lifecycle of equipment reaches its end, and this will be planned for in advance and within those years' budget-setting processes.
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## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the Equality and Inclusion Team before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> Tim Borrett, Director: Policy, Strategy and Digital
Date: 16/1/23	Date: 13/01/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.