

Equality Impact Assessment [version 2.12]



Title: Procurement of new Fire Risk Assessment contractor	
<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: Growth and Regeneration	Lead Officer name: Claire Matthews
Service Area: Housing and Landlord Services	Lead Officer role: Programme Lead: Residential Building Safety

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.

<p>It is proposed the team are to procure a new contractor to deliver the fire risk assessment service for the Council as the current contract expires in April 2025.</p> <p>By doing so, we can look to request the companies tendering for the works are BAFE accredited (fire safety assurance scheme), but also that their risk assessors are directly employed and are members of a membership register which demonstrates the competence of the risk assessors.</p> <p>Undertaking a new procurement exercise will ensure the value for money of the service being provided, alongside ensuring the competence of the contractors carrying out the risk assessments. This will have a positive impact for both the residents of the Council's housing stock, and the employees of the Council within Homes and Landlord Services.</p>

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?

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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No equalities impacts have been identified. This is because the service being provided will outwardly remain the same (with site inspections taking place by contractors as per the fire risk assessment programme) but shall be carried out by a new contractor with new ID badges. This contractor will be required to prove their knowledge of the Equalities Act 2010 and follow the Bristol Code of Conduct in relation to equalities, diversity and inclusion. Any behaviours contradictory to this, or which are reported on by residents, will be addressed immediately with the contractor.

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 Director¹.

Equality and Inclusion Team Review: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off: Fiona Lester, Interim Director Housing and Landlord Services 
Date: 22/11/2024	Date: 20/12/2024

¹ 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.