

Bristol City Council Equality Impact Relevance Check

This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

What is the proposal?	
Name of proposal	BE6 – workforce policy and conditions review
Please outline the proposal.	It is proposed to freeze pay rates for Strategic Directors, Service Directors and senior managers. It is also proposed to double from 10 to 20 the maximum number of days of additional leave that staff can apply to buy.
What savings will this proposal achieve?	2017/18: £260k 2018/18: £1.463m
Name of Lead Officer	Mark Williams

Could your proposal impact citizens with protected characteristics? (This includes service users and the wider community)
Please outline where there may be significant opportunities or positive impacts, and for whom.
None.
Please outline where there may be significant negative impacts, and for whom.
None.

Could your proposal impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)																								
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In relation to the pay freeze, none. In relation to the Annual Leave Top-Up Scheme, all employees will be eligible to apply and managers will be encouraged to accept applications.																								
Please outline where there may be negative impacts, and for whom.																								
In relation to the pay freeze, this will be applied to all Chief Officers and senior managers. For information the representation of affected staff is as follows:																								
<table border="1"> <thead> <tr> <th>Protected characteristic</th> <th>Affected staff</th> <th>Bristol City Council*</th> <th>Bristol**</th> </tr> </thead> <tbody> <tr> <td>Disabled</td> <td>9.00%</td> <td>6.67%</td> <td>7.4%</td> </tr> <tr> <td>Black Minority Ethnic</td> <td>5.83%</td> <td>11.71%</td> <td>12.8%</td> </tr> <tr> <td>White Minority Ethnic</td> <td>7.77%</td> <td>4.90%</td> <td>7.65%</td> </tr> <tr> <td>Women</td> <td>49.11%</td> <td>60.21%</td> <td>46.77%</td> </tr> <tr> <td>Christian</td> <td>42.24%</td> <td>43.17%</td> <td>48.21%</td> </tr> </tbody> </table>	Protected characteristic	Affected staff	Bristol City Council*	Bristol**	Disabled	9.00%	6.67%	7.4%	Black Minority Ethnic	5.83%	11.71%	12.8%	White Minority Ethnic	7.77%	4.90%	7.65%	Women	49.11%	60.21%	46.77%	Christian	42.24%	43.17%	48.21%
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Other religion	8.45%	8.68%	6.64%
No religion	49.30%	48.15%	45.15%
Lesbian/gay/bisexual	5.19%	4.36%	1.94%***
* Excludes staff in schools			
** Economically-active population, Office for National Statistics 2011			
*** South-West, Office for National Statistics 2015			
In relation to the Annual Leave Top-Up Scheme, none.			

Is a full Equality Impact Assessment required?	
Does the proposal have the potential to impact on people with protected characteristics in the following ways:	
<ul style="list-style-type: none"> • access to or participation in a service, • levels of representation in our workforce, or • reducing quality of life (i.e. health, education, standard of living) ? 	
Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.	No because neither proposal has the potential to impact on levels of representation in the workforce.
Service Director sign-off and date:	Equalities Officer sign-off and date: