



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	HR & Payroll System – procurement, implementation and integration of other systems
Please outline the proposal.	<p>The council's current HR & Payroll solution consists of five different software systems with limited integration. This means that we are not operating as efficiently or as cost effectively as we could be. This coupled with the potential risk of not being able to easily meet future legislation changes means that we have no viable option but to replace the current system.</p> <p>The implementation of a new HR & payroll system will include integration with other systems; improved management information; improved efficiency of back office processes; and improved information to help with decision making.</p>
What savings will this proposal achieve?	The contract cost is estimated to be lower than the current revenue spend and will generate overall savings of around £0.45m over eight years.
Name of Lead Officer	John Walsh, HR Director

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.
No, the proposal does not affect any external users of BCC systems at this stage. Procurement will ensure that our successful Supplier adhere's to the Public Sector Equality duty through the process. This is not a public facing system.
Please outline where there may be significant negative impacts, and for whom.
n/a

Could your proposal impact staff with protected characteristics?

(i.e. reduction in posts, changes to working hours or locations, changes in pay)

Please outline where there may be significant opportunities or positive impacts, and for whom.

The solution should be compatible with assistive technology e.g. Dragon, Naturally Speaking and JAWS screen reader software etc. On completion of build and prior to implementation the new system will be tested by the ShawTrust as part of the Equality sign off.

Please outline where there may be negative impacts, and for whom.

None known

Is a full Equality Impact Assessment required?

Does the proposal have the potential to impact on people with protected characteristics in the following ways:

- 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, as the current provision meets these requirements, and there are not any identified reductions in workforce at this stage. Our procurement exercises will ensure the accessibility requirements are met to the highest standard.

Service Director sign-off and date:

Equalities Officer:



Duncan Fleming 22/03/2018