

Bristol City Council Equality Impact Assessment Form

(Please refer to the Equality Impact Assessment guidance when completing this form)



Name of proposal	Procurement of Managed Services provider for Contingent Workers and a “call off” contract for permanent recruitment
Directorate and Service Area	Workforce & Change
Name of Lead Officer	Mark Williams (Head of HR)

Step 1: What is the proposal?

Please explain your proposal in Plain English, avoiding acronyms and jargon. This section should explain how the proposal will impact service users, staff and/or the wider community.

1.1 What is the proposal?

Award a contract of approximately £12m per annum for the provision of contingent labour on a managed service provider basis for 4 years with an option to extend by a further 2 years to commence on April 2020 through the Eastern Shires Procurement Organisation (ESPO) on an Mstar3 framework.

Step 2: What information do we have?

Decisions must be evidence-based, and involve people with protected characteristics that could be affected. Please use this section to demonstrate understanding of who could be affected by the proposal.

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

Bristol City Council (excluding schools) currently operates a managed service provider model and works with multiple suppliers to resource its workforce. Contingent workers are primarily sourced through external agency suppliers via Guidant Global.

The current contingency worker profile as at 31st March 2019 is as follows:

Age:

The agency contract has a better representation (10%) of 16 -24 year old as compared to the Council's own workforce profile (4%).

Disability:

Representation amongst agency workers is currently 3%, compared to the Council's own workforce profile 8%. Regular communication and engagement with Agencies who employ these workers to encourage disclosure will continue.

Ethnicity:

Through the current agency contract we are seeing better representation of BAME workers, 16% of workers are from BAME background as compared with the Council Workforce of 13%.

Sex/Gender:

The current contingency worker profile has a gender balance of 60% of male and 39% female, which is below the Councils workforce profile of 60% female. More work is required to improve the gender balance amongst agency contract staff. Some of these are for historic and cultural reasons (national and local), which will take time to find a resolution. These include encouraging female applicants into traditional male occupations (e.g. Information Technology and Technical Professional roles).

Religion/Belief:

44% of current agency workers have declared having a religion/belief; this is similar to the Councils workforce profile of 49%. More work needs to be done to encourage Agency Workers to declare this element of their protected characteristics.

Sexual Orientation:

7% of current agency workers have declared having a religion/belief; this is similar to the Councils workforce profile of 6%. More work needs to be done to encourage Agency Workers to declare this element of their protected characteristics.

Gender Reassignment:

1% of current agency workers who identify as having gone through part of a gender reassignment process. More work needs to be done to encourage all workers to declare this element of their protected characteristics.

Marriage / Civil Partnership:

No information is held. More work needs to be done to encourage Agency Workers to declare this element of their protected characteristics but this amount of disclosure is reflective of the market. Regular communication and engagement with Agencies who employ these workers to encourage disclosure will continue.

Pregnancy and Maternity:

No information is held. More work needs to be done to encourage Agency Workers to declare this element of their protected characteristics but this amount of disclosure is reflective of the market. Regular communication and engagement with Agencies who employ these workers to encourage disclosure will continue.

2.2 Who is missing? Are there any gaps in the data?

As identified above.

2.3 How have we involved, or will we involve, communities and groups that could be affected?

There will be a social value obligation in the contract which will require the successful bidder to source agency workers from local communities and in particular agency workers from our 10% most deprived communities. Further there will be a requirement to proactively work with local communities and schools.

Step 3: Who might the proposal impact?

Analysis of impacts on people with protected characteristics must be rigorous. Please demonstrate your analysis of any impacts in this section, referring to all of the equalities groups as defined in the Equality Act 2010.

3.1 Does the proposal have any potentially adverse impacts on people with protected characteristics?

Currently, there is particularly favourable representation in relation to BAME communities. However, in relation to gender and disability there is unfavourable representation. This is due in part to issues of occupational segregation in relation to gender i.e. where agency workers are located e.g. ICT and Engineering roles. In relation to disability, the successful supplier will be required to improve representation. Also, more work needs to be done to encourage Agency Workers to declare their protected characteristics.

Based on the evidence we have collected to date, there are no identified risks that these proposals could potentially have a disproportionate or adverse impact on any of the Protected Characteristics.

3.2 Can these impacts be mitigated or justified? If so, how?

Yes. The supplier is being commissioned from a Framework where the public sector equality duty has already been addressed. The MStar3 Framework requires the Managed Service Provider to ensure that they consider, promote and demonstrate equality and diversity within their own organisation and that they proactively work with Agencies to ensure that they take similar steps with regards to their own organisations and when recruiting and supplying candidates for the Customer.

In addition, through our procurement process all tenders will be evaluated in accordance with our Social Value policy and diversity and inclusion will be a key feature of the tender evaluation process. Tenders will be evaluated on the basis of 60% quality (of which 20% social value) and 40% on price. Post award there will be quarterly review meetings with the successful supplier to review performance and the workforce profile and agency workers including actions to address representation issues.

3.3 Does the proposal create any benefits for people with protected characteristics?

Yes. The procurement framework and specification requires the contract supplier to proactively address equality issues such as any under-representation in their own workforce and with their supply chains, and allows

us as a customer to require the Managed Service Provider to target specific groups for Agency Assignments where appropriate.

3.4 Can they be maximised? If so, how?

Suppliers will be required to demonstrate how they will improve diversity and inclusion through the tendering process.

Step 4: So what?

The Equality Impact Assessment must be able to influence the proposal and decision. This section asks how your understanding of impacts on people with protected characteristics has influenced your proposal, and how the findings of your Equality Impact Assessment can be measured going forward.

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

By ensuring that when tenders are evaluated bidders will be required to demonstrate how they will improve the diversity of their workforce and in their supply chains.

4.2 What actions have been identified going forward?

To work in partnership with the successful agency provider to ensure they provide local community based recruitment fairs, unconscious bias training, understand and hire workers taking in to account the council's values.

The successful supplier training and educating all their council based team to work in accordance with our values and above all work closely with staff and managers to achieve a workforce that reflects our community and eliminates discrimination.

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

Key Performance Indicators, Annual reporting on Equality and Quarterly Contract Review meetings.

Service Director Sign-Off:  John Walsh	Equalities Officer Sign Off:  Duncan Fleming
Date: 23/5/2019	Date: 22/5/2019