

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	Transport Authority Integration Project
Please outline the proposal.	<ol style="list-style-type: none"> 1. Approval is sought transfer selected transport functions to WECA, for which WECA already has legal responsibility as per the WECA Order. 2. It is proposed that Cabinet approves the transfer of staff and resources, and authorises responsibility for related processes (including TUPE) to the Executive Director for Growth and Regeneration.
What savings will this proposal achieve?	N/A
Name of Lead Officer	Patsy Mellor

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.
The proposal will not make any alterations to the services delivered to the public, and as a result will not impact on citizens either positively or negatively.
Please outline where there may be significant negative impacts, and for whom.
As above – no impact

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.
None identified
Please outline where there may be negative impacts, and for whom.
Staff will be transferred from BCC to WECA under TUPE regulations which protect the individual's terms and conditions against any changes.
The transfer will alter the working location for transferring staff from the existing offices to another central Bristol WECA office (exact location to be determined).
Therefore we do not anticipate significant impact for staff with regards to relocation.

However depending on the personal situation of the staff involved, the exact location and of the new office and the facilities at the new office, the following will require consideration:

- Home location and available travel options
- Staff parking arrangements in accordance with specific exceptional circumstances (e.g. disability)
- Childcare arrangements
- DSE requirements
- Any current reasonable adjustments within the workplace which need to be transferred to the new office.
- Occupational Health review where needed, to ensure that any new or adjusted reasonable adjustments which are required are put in place.

A period of formal staff consultation will be held in January/February 2020 to understand any individual issues in relation to the transfer, and WECA will seek to provide measures which minimise or eliminate the impact. Any existing arrangements related to disability or H&S requirements will be replicated (or equivalent) post-transfer.

The impacts of the TUPE transfer will not be understood in detail until early 2020, however the intention is that all impacts will be mitigated and hence the residual impact should be negligible.

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 – We have not identified any significant impact from this proposal.

Service Director sign-off and date:
Patsy Mellor, Director of Management of Place
28/10/2019



Equalities Officer sign-off and date:
Reviewed by Equalities and Community
Cohesion Team 15/10/2019