

# Equality Impact Assessment [version 2.9]



Title: Reduce spend on learning and development	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> Changing
Directorate: Resources	Lead Officer name: Steph Griffin
Service Area: Learning and Development	Lead Officer role: Head of Internal Communications and Organisational Development

## 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 \(EqIA\) \(sharepoint.com\)](#).

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.

#### **Budget context:**

Bristol City Council is required by law to set a balanced budget however we face a large potential gap in our core budget next year. With such a significant challenge the budget cannot be balanced without additional funding, making greater efficiencies (doing the same for less money) or by transforming the way we do things.

The Council has defined statutory responsibilities, but deliver against a far broader agenda, providing universal services benefiting the whole community, and targeted services aimed at individuals, communities with particular needs, and businesses – administered by our workforce, city partners, stakeholder organisations and commissioned services.

The COVID-19 pandemic has been far reaching, with a lasting impact on our people and our economy. Our finances are stretched to the limit, and the UK Government has stopped funding local COVID-19 responses. Up and down the country councils are facing this funding crisis with less money to keep services going. This is because more money is needed to: help citizens with the impact of the COVID-19 pandemic; support low-income households and local businesses in need of support post-COVID-19; support more people than ever with mental health and social care services; and meet the rising need and cost of home to school transport for children with special educational needs and disabilities (SEND) etc. At the same time, the pandemic saw us receive less income from business rates, commercial rentals, parking, sports facilities, and our museums, shops and cafes.

The [Medium Term Financial Plan](#) underpins the Council's financial planning process and outlines the approach we will take to meet the challenges presented by focusing primarily on delivering efficiencies, service re-design programmes which cut across directorate boundaries, and increasing external income and Invest to Save revenue.

#### **This proposal:**

This proposal reduces our discretionary spend on learning and development by 5%. This will be done by making best use of the apprenticeship levy and by prioritising funding for statutory or mandatory training and for learning and development that is in direct support of organisational priorities – such as equality and inclusion, leadership development, health and wellbeing and performance and talent development.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input 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 checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	[please select]
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## Step 2: What information do we have?

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

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>
<p data-bbox="108 210 691 277"> <a href="#">HR Analytics: Power BI reports (sharepoint.com)</a>            [internal link only]         </p> <p data-bbox="108 315 775 421"> <a href="#">Equality and Inclusion Annual Progress Report 2020-21 (pdf, 982KB)</a> Appendix – Workforce Diversity Data – summary analysis         </p>	<p data-bbox="805 210 1471 528">           The Workforce Diversity Report shows Bristol City Council Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data. The report is updated once a month with data as at the end of the previous month. It excludes data for Locally Managed Schools/Nurseries, Councillors, Casual, Seasonal and External Agency employees. The report is based on the sensitive information that staff add to Employee Self Service on iTrent (ESS).         </p> <p data-bbox="805 566 1471 779"> <b>Age</b> - Younger staff are significantly under-represented within our workforce and the council has a much older age profile compared to population . In BCC there are 12.7% of staff aged 16–29, compared with 39% in Bristol Working Age Population, and 42.6% are over 50.         </p> <p data-bbox="805 817 1471 963"> <b>Disability</b> - We have an underrepresentation of disabled staff in the council, this is 9% compared to the population of Bristol, which is 12% (Bristol Working Age Population).         </p> <p data-bbox="805 1001 1471 1319"> <b>Ethnicity</b> - We have an underrepresentation of Black, Asian and Minority Ethnic staff within the organisation (Asian or Asian British 2.6%, Black or Black British 5.1%, Mixed 3.5%, Other Ethnic Groups 0.5%), compared to the Working Age Population of Bristol (Asian or Asian British 5.8%, Black or Black British 5.3%, Mixed 2.9%, Other Ethnic Groups 1%). There is a higher representation of Black, Asian and Minority Ethnic staff in lower pay-brackets within the council         </p> <p data-bbox="805 1357 1471 1462"> <b>Sex</b> - Women are over-represented as staff (BCC 60.4%), compared to the population of 49% (Bristol Working Age).         </p> <p data-bbox="805 1500 1471 1606"> <b>Religion/Belief</b> - Data shows that 33.2% of our workforce has a religion/belief (Bristol Working Age Population 51%).         </p> <p data-bbox="805 1644 1471 1749"> <b>Sexual Orientation</b> -. Data shows that 5.6% of our workforce are LGB (Bristol Working Age Population 9.1%), however we do not have data for 22% of staff.         </p> <p data-bbox="805 1787 1471 1966"> <b>Marital Status</b> – Data shows that 9.3% of our workforce are Married, in a Declared Partnership or Civil Partnership. However we do not have this data for 79% of staff. There is no Bristol Economically Active comparator for Marital Status from the 2010 Census.         </p>

	<p><b>Pregnancy/Maternity</b> – There currently 2.5% of the workforce who are pregnant or on maternity.</p> <p><b>Trans</b> - We have significantly low declaration rates and therefore the accuracy of this data is unreliable. Data shows that 0.1% of our workforce are Trans. There is no Bristol Economically Active comparator</p> <p><b>Socio-Economic (deprivation)</b> – 5.1% of the workforce live within Bristol most deprived areas.</p>
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**Additional comments:**

Learning and development is one of the ways we are seeking to improve our equality and inclusion practice and overcome disparity. This proposal will protect all equality and inclusion training and development activities in our workforce strategy and Equalities action plan so we can continue this work. However there is likely to be some impact on those with protected characteristics with a reduction in discretionary spend on core skills training or continuous professional development.

**2.2 Do you currently monitor relevant activity by the following protected characteristics?**

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Gender Reassignment
<input checked="" type="checkbox"/> Marriage and Civil Partnership	<input checked="" type="checkbox"/> Pregnancy/Maternity	<input checked="" type="checkbox"/> Race
<input checked="" type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex	<input checked="" type="checkbox"/> Sexual Orientation

**2.3 Are there any gaps in the evidence base?**

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Although our corporate approach is to collect diversity monitoring for all relevant characteristics, there are gaps in the available local diversity data for some characteristics, especially where this has not always historically been included in census and statutory reporting e.g. for sexual orientation. We also know there are some under-reporting gaps in our workforce diversity information - where personal and confidential information is voluntarily requested from staff.

With the HR dashboard improvements due next year we should be able to have more accurate demographic reporting on access to learning and development as a comparator to the overall workforce data.

**2.4 How have you involved communities and groups that could be affected?**

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

We held a public Budget Consultation from Friday 5 November 2021 until Friday 17 December 2021. Alongside asking for views on different options for Council Tax next year, we shared some of the broad areas where we were looking at to reduce council spend to seek citizen's view. We made it clear in our communications that "We know we may need to consult with you about some of our more detailed saving proposals before we make any final decisions about them in future, and they may include difficult choices."

We have had an open dialogue with the workforce whilst the public budget consultation was live. This included a feedback form for staff ideas engagement with trade unions and staff led groups and drop in discussion sessions with the chief executive.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

All responses to the Budget Consultation will be analysed and included in a report that will be published on the Bristol City Council website in early 2022. We will take Budget consultation responses into account when developing our final proposals to put to the Cabinet and a meeting of the Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February 2022.

We will continue our regular dialogue with our trade union learning reps and staff led groups as this proposal is developed so that we continue to assess and mitigate the impact on those from equality groups.

## Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above, and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### **GENERAL COMMENTS** (highlight any potential issues that might impact all or many groups)

Even when we plan to consult in more detail on specific service delivery proposals at a later time, we must ensure that any budget setting decisions that are likely to affect future services are informed by sufficient consultation and proper analysis. This is so that decision makers can have due regard to any likely disproportionate or negative impact for citizens, service users or employees on the basis of their protected and other relevant characteristics at the time the budget is approved – not afterwards<sup>1</sup>.

<sup>1</sup> [Bristol judgment clarifies Councils' Budget consultation duties — The Consultation Institute](#)

Decision makers will have the ability to make changes to the individual spending plans following further consultation as appropriate and detailed evaluation of the impact of specific proposals. Within the proposed budget envelope there will be financial mitigation put aside for any non-delivery or amendments to proposals which may occur due to future consideration of equalities issues or other factors.

As well as identifying whether budget changes will have a disproportionate impact on particular groups (e.g. because they are over-represented in a particular cohort of affected service users), we need to pay particular attention to the risk of indirect discrimination: when an apparently neutral decision puts members of a given group at a particular disadvantage compared with other people because of their different needs and circumstances.

Because the underlying reasons for the Council's budget deficit are very far reaching and likely to impact other public bodies and providers - we need to avoid making any assumptions that people's needs will still be met by other / external provision if we reduce or decommission our existing services.

Where budget proposals are likely to impact on our workforce we will follow the 'Management of Change' guidance for internal consultation and seek advice from diversity consultants in the Equality and Inclusion Team to mitigate risks of discrimination. For proposals which are likely to impact external workforce teams e.g. in commissioned services, we will consider any likely disproportionate impacts of TUPE transfer arrangements etc.

Where proposals relate to changing work locations or conditions we will also consider the impact on those who may be more reliant on car parking or public transport; provide and support access to funding for workplace adaptations and aids to enable disabled employees to obtain and retain their employment; and promote flexible working patterns wherever possible to maximise opportunities for people with caring responsibilities and those from faith groups etc.

As there is evidence showing that lack of equity in funding and procurement has eroded the local voluntary and community sector, we need to consider the extent to which any proposed reductions in budgets for commissioned services, or proposals to increase income (e.g. by reducing subsidies or charging more commercial rates for premises and services) may have a disproportionate impact on smaller organisations which are led by and/or support local equalities communities.

We are also aware of existing structural inequalities and particular considerations, issues and disparities for people in Bristol based on their characteristics, which we have taken into account in making this budget proposal (detailed below).

For this proposal:

We will mitigate the impact of this budget reduction by continuing the in-house provision of equality and inclusion learning and development. This includes interactive workshops on Inclusive Leadership, Rights and Responsibilities; cultural intelligence; Team Leader Development programme, the Corporate Induction will continue to have dedicated sessions focusing on equality and inclusion. The e-learning platform will be unaffected. We will continue to fund council staff on the Stepping Up programme and our own Diverse Voices development programme. In addition 70% of workforce learning is on the job and therefore unaffected by this proposal.

As part of the scrutiny of learning and development plans as part of the service planning cycle, the learning and development team will ensure that there is no disproportionate impact on any equality group from the decisions made on which training and development to fund. They will also ensure funding is prioritised for actions in the service's Equality and Inclusion action plan that requires learning and development.

We will target learning and development communications to those with protected characteristics to boost participation levels in open courses.

We will evaluate our learning and development courses against a framework, this includes HR data on participants' protected characteristics and will give us a measure of the take up of the courses and any gaps.

<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Young people are often under-represented in engagement and consultation and in Bristol are less satisfied than average with the way the council runs things.</li> <li>• Young people in Bristol are more likely to: <ul style="list-style-type: none"> <li>○ have poor emotional health and wellbeing</li> <li>○ find inaccessible public transport prevents them from leaving their home when they want to</li> <li>○ 6.8% of 16-17 year olds (2020/21) were “not in education, employment or training” (NEET)</li> </ul> </li> <li>• Young adults are most likely to have lost work or seen their income drop because of COVID-19</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• We must factor aging and the needs of older people into long term budgeting and service design</li> </ul>
Mitigations:	See mitigation comments above
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• The UK Disability pay gap is 20% (2020)</li> <li>• There is a disproportionate impact of COVID-19 on disabled people <u>The lived experience of disabled people during the COVID-19 pandemic - GOV.UK (<a href="http://www.gov.uk">www.gov.uk</a>)</u></li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• 22% of disabled people aged over 16 are economically active in Bristol compared with 70% of the general population and are more likely to work part time.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• Disabled people must not be charged for their reasonable adjustments, accessible formats or other adaptations. It is a legal requirement under the Equalities Act to ensure information is accessible to disabled employees and service users.</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Nationally the gender pay gap was 15.5% in 2020. This shows the relative pay gap between female and male employees and how the balance of pay is distributed in an organisation irrespective of equal pay for job roles.</li> <li>• Women still bear the majority of caring responsibilities for both children and older relatives.</li> <li>• Women are more likely to be excluded from conversations which affect decision making due to lack of representation in boards / organisational leadership.</li> <li>• Services and workplace requirements may not take into consideration the impact of women’s reproductive life course including menstruation, avoiding pregnancy, pregnancy, childbirth, breastfeeding, and menopause.</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Lesbian, gay and bisexual people are statistically more vulnerable to verbal and physical abuse</li> </ul>

	<ul style="list-style-type: none"> <li>• 1 in 5 Lesbian, Gay, Bisexual and Trans (LGBT) staff have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT.</li> <li>• More than a third of LGBT staff have hidden or disguised that they're LGBT at work in the last year because they were afraid of discrimination.</li> <li>• 1 in 10 Black, Asian and Minority Ethnic LGBT staff have similarly been physically attacked because of their sexual orientation and /or gender identity, compared to 3% of White LGBT staff</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• In the workplace we need to ensure equal access to recruitment, personal development, promotion and retention for employees who are pregnant or on maternity leave (including briefing and updates for any workforce changes)</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• As sexual orientation above Transgender people are statistically more vulnerable to verbal and physical abuse. Transgender people regularly face prejudice and discrimination because of the way in which they transgress many of the norms of our culture and society.</li> <li>• 1 in 8 Trans people (12%) in the workplace have been physically attacked by customers or colleagues in the last year because they were Trans</li> </ul>
Mitigations:	See mitigation comments above
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• Black, Asian and minority ethnic people are disproportionately impacted by COVID-19</li> <li>• The top three countries of birth outside UK for Bristol residents are Poland, Somalia and India.</li> <li>• Although the race or ethnicity pay gap has narrowed in recent years there are still wide pay differences between particular ethnic groups and most minority ethnic groups earn less on average than White British people.</li> <li>• Black African young people are disadvantaged in education compared to their White peers<sup>8</sup>. A disproportionately high percentage of Bristol school pupils from Black, Asian and minority ethnic backgrounds are excluded from school and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</li> <li>• Organisations may lack cultural competence because Black, Asian and minority staff are under- represented.</li> <li>• People from Black African, Other, and Black Caribbean groups have persistently high levels of unemployment and almost all ethnic minority groups in Bristol experience employment inequality when compared to White British people.</li> <li>• Black Asian and minority ethnic groups are more likely to be self-employed than the Bristol average and over-represented in low income self-employment including taxis, takeaway restaurants</li> <li>• Black Asian and minority ethnic people are underrepresented in political and civic leadership.</li> <li>• People who do not speak English as a main language may require information in plain English and community language translations or videos etc.</li> <li>•</li> </ul>
Mitigations:	See mitigation comments above
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>• There are at least 45 religions represented in Bristol. Approximately 1 in 20 people in Bristol are Muslims, and Islam is the second religion in Bristol after Christianity</li> </ul>

	<ul style="list-style-type: none"> <li>Budget proposals should take into account differing needs because of people's religion and belief (for example different requirements around diet, life events, and holidays)</li> <li>Having a designated multi-faith room can make environments such as workplaces and shopping centres is more accessible and friendly for people from faith groups where regular prayer is required.</li> </ul>
Mitigations:	See mitigation comments above
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	See mitigation comments above
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1%. The greatest levels of deprivation are in Hartcliffe &amp; Withywood, Filwood and Lawrence Hill.</li> <li>In Bristol 15% of residents - 70,800 people - live in the 10% most deprived areas in England, including 19,000 children and 7,800 older people.</li> <li>9.8% (approximately 19,572 households) of all households in Bristol are living in fuel poverty (BEIS, 2020)</li> <li>4.2% of households have experienced moderate to severe food insecurity, rising to 13% in the most deprived areas of the city (QoL 2020-21)</li> <li>25% of people in Bristol are dissatisfied with the way the Council runs things, but this is 43% for people living in the most deprived areas of the city (QoL 2020-21).</li> <li>The inequalities gap in life expectancy between the most and least deprived areas in Bristol is 9.6 years for men and 7.2 years for women.</li> <li>This group might be impacted by a reduction in the availability of core skill training.</li> </ul>
Mitigations:	See mitigation comments above
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<ul style="list-style-type: none"> <li>Being a carer can be a huge barrier to accessing services and maintaining employment</li> <li>We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</li> <li>As with Disability and Pregnancy and Maternity – policies which aim to restrict driving or parking can have a disproportionate impact on people who are reliant on having their own transport.</li> <li>Studies show around 65% of adults have provided unpaid care for a loved one.</li> <li>Women have a 50% likelihood of being an unpaid carer by the age of 46 (by age 57 for men)</li> <li>Young carers are often hidden and may not recognise themselves as carers_</li> </ul>
Mitigations:	See mitigation comments above
<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

This proposal is unlikely to have any potential benefit other than to contribute to the council having a balanced budget

## Step 4: Impact

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

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
<p>Learning and development is one of the ways we are seeking to improve our equality and inclusion practice and overcome disparity. This proposal will protect all equality and inclusion training and development activities in our workforce strategy and Equalities action plan so we can continue this work. However there is likely to be some impact on those with protected characteristics with a reduction in discretionary spend on core skills training or continuous professional development. This proposal does not affect the use of the apprenticeship levy which remains a priority route for learning and career development.</p> <p>We will mitigate the impact by continuing the in-house provision of equality and inclusion learning and development. This includes interactive workshops on Inclusive Leadership, Rights and Responsibilities; cultural intelligence; Team Leader Development programme, the Corporate Induction will continue to have dedicated sessions focusing on equality and inclusion. The e-learning platform will be unaffected. We will continue to fund council staff on the Stepping Up programme and our own Diverse Voices development programme.</p> <p>As part of the scrutiny of learning and development plans as part of the service planning cycle, the learning and development team will ensure that there is no disproportionate impact on any equality group from the decisions made on which training and development to fund. They will also ensure funding is prioritised for statutory, mandatory training as well as actions in the service's Equality and Inclusion action plan that requires learning and development.</p>
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
None identified

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Monitor the diversity data of uptake of learning activities	Steph Griffin	Sep 2022
Ensure Learning and Development plans are reviewed for potential impact on equality groups, with mitigation action	Steph Griffin	April 2022

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

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

Diversity data on learning activity  
Staff feedback via annual staff survey

## 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 Director<sup>2</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> John Walsh, Director: Workforce & Change
Date: 6/1/2022	Date: 6 January 2022

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<sup>2</sup> 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.