

# Equality Impact Assessment [version 2.9]



Title: Workforce implications of budget proposals for 2022/23	
<input checked="" type="checkbox"/> Budget Proposal	<input checked="" type="checkbox"/> Changing
Directorate: Workforce & Change	Lead Officer name: John Walsh
Service Area: HR	Lead Officer role: Director Workforce & Change

## 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 potential gap in our core budget of around £23.1 million 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 Equality Impact Assessment covers all potential workforce implications arising from the budget proposals for 2022/23. Specific measures included in the proposals are as follows:

- A review of the senior leadership structure (Executive Director and Director)
- A succession planning scheme for managers to apply to leave the council
- A review of some council teams
- Deleting budgeted vacancies to ensure we retain capacity in priority areas
- A streamlining of 'common activities' to join up pockets of the same or similar strategic professional services (the Common Activities Programme)

Taken together the above measures will reduce our overall capacity and mean we will focus on our core priorities.

Other service changes are contained in the budget proposals, and these will be subject to their own Equality Impact Assessments.

Where colleagues are in scope for a specific saving proposal, that goes ahead following Full Council's setting of the budget, we will carry out consultation in line with our Managing Change Policy where required. Whilst such a significant reduction in budget will inevitably reduce the overall number of jobs in the council, we are already taking steps to reduce the impact on employees. For example, through vacancy management with the common activities programme, by deleting budgeted vacancies and also reducing the number of managers through succession planning. Where any jobs are subject to change we will prioritise redeployment opportunities for affected colleagues.

## 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: The proposals have the potential to impact on number of areas of the workforce, but in particular those in management positions and those who are in scope of the Common Activities programme.		

## 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><a href="#">HR Analytics: Power BI reports (sharepoint.com)</a> [internal link only]</p> <p><a href="#">Equality and Inclusion Annual Progress Report 2020-21 (pdf, 982KB) Appendix – Workforce Diversity Data – summary analysis</a></p> <p>Pay Gap Report</p> <p><a href="#">2a BCC Pay Gap Report - 31-03-20 v2.3.pdf (bristol.gov.uk)</a></p>	<p>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><b>Age</b> - Younger staff are significantly under-represented within our workforce and the council has a much older age profile compared to Bristol Working Age population: 12.7% of staff aged 16–29 compared with 39%, and 42.6% of staff are over 50.</p> <p><b>Disability</b> - We have an underrepresentation of disabled staff: 9% compared to the Bristol Working Age population at 12%.</p> <p><b>Ethnicity</b> - We have an under-representation of Black, Asian and Minority Ethnic staff within the Council: Asian or Asian British 2.6% versus 5.8%; Black or Black British 5.1% versus 5.3%; Mixed 3.5% versus 2.9%; Other Ethnic Groups 0.5% versus 1%. There is a higher representation of Black, Asian and Minority Ethnic staff in lower pay-brackets within the council as set out in our Race Pay Gap report.</p> <p><b>Sex</b> - Women are over-represented as staff: 60.4% versus the Bristol Working Age population of 49%. The council's gender pay gap analysis indicates that mean</p>

pay for men is 4.08% higher than that of women and the median pay for men is 8.9% higher than that of women. The difference between the median and the mean figures is due to the high proportion of women in the top quartile of employees. There is a negative gender pay gap for women in senior roles within the pay structure, which means that women are more likely to be paid more than men.

**Religion/Belief** - 33.2% of our workforce has a religion/belief compared with 51% in the Bristol Working Age population.

**Sexual Orientation** - 5.6% of our workforce have told us they are lesbian, gay or bisexual, which compares with 9.1% for the Bristol Working Age population (however we do not have data for 22% of staff).

**Marital Status** – 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 currently no comparative data for the Bristol Working Age population.

**Pregnancy/Maternity** – 2.5% of our colleagues are currently pregnant or on maternity leave.

**Trans** – 0.1% of our colleagues have declared they are trans, however very few employees have made a declaration on this and there is no comparative data for the Bristol Working Age population.

**Socio-Economic (deprivation)** – 5.1% of the workforce live within Bristol most deprived areas.

## 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.

Our HR system workforce diversity monitoring now includes reports on marital status and pregnancy/maternity and Trans.

### 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 to reduce council spend to seek citizen's views. 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 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. There has been extensive and on-going engagement with colleagues in scope of the Common Activities Programme.

### 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 dialogue with the workforce, trade unions and staff led groups so that we continue to assess and mitigate the impact on those from protected groups.

There will be clear and accessible communication about potential workforce changes, where colleagues will have the opportunity to discuss how the changes might impact them. There will also be drop-in sessions for staff to discuss the proposals with the Chief Executive.

Where colleagues are in scope for a specific saving proposal, that goes ahead following Full Council's setting of the budget, we will carry out consultation in line with our Managing Change Policy where required.

### 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>.

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.

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

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

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).

At this early stage there is insufficient detailed information on who might be impacted by the proposals, however we are aware that workforce changes can disproportionately affect those with protected characteristics and therefore we will seek to mitigate any impact if needed through the following:

- A vacancy management process has been in place since May 2021. The aim of this is to recruit to critical vacancies only pending the implementation of new management structures through the Common Activities Programme.
- A review of vacant positions will establish those that are budgeted. Budgeted vacancies may be deleted to realise savings or used as redeployment opportunities for those displaced by other changes.
- The succession planning policy gives managers the opportunity to apply to leave the council on a voluntary basis. Applications will be considered objectively against a set of criteria.
- Where budget proposals involve the transfer of work to other organisations, employees' terms and conditions are normally protected by a law called "TUPE", which also sets out expectations regarding consultation.
- Service changes will be subject to their own Equality Impact Assessments and the Council's Managing Change Policy will apply. The policy sets out expectations regarding consultation, who should have priority consideration for vacancies, redeployment to other roles across the Council and pay protection.
- Where workplaces are closed/reduced and team bases are moved, the Bristol Contract sets out that employees can be asked to work at any location within the Bristol City area, but notice of 4 weeks is given to affected staff wherever possible. Additional consideration will be given to those who need reasonable adjustments.
- Our Workforce strategy and Strategic equality and inclusion plan contain a number of actions for improving our equality and inclusion practice, such as: improving the diversity of the workforce; providing talent development and succession planning opportunities; enhancing our equality and inclusion learning and development offer and a programme of wellbeing support for colleagues – including support for resilience and mental health.
- Inevitably these savings will have an impact on our capacity as an organisation and we won't be able to deliver everything we have done previously. It will be the main focus of the senior leadership team and managers to look at the impact of these changes and how we re-prioritise our work against our Corporate Strategy priorities.

**PROTECTED CHARACTERISTICS**

<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 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> </ul>

	<ul style="list-style-type: none"> <li>Younger staff are significantly under-represented within our workforce and the council has a much older age profile compared to Bristol Working Age population: 12.7% of staff aged 16–29 compared with 39%, and 42.6% of staff are over 50. This proposal might further compound this under-representation.</li> </ul>
Mitigations:	Please refer to general comments above.
<b>Age: Older 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>Older people in Bristol are: <ul style="list-style-type: none"> <li>Less likely to be comfortable using digital services</li> <li>more reliant on public and community transport</li> <li>more likely to be an unpaid carer</li> <li>more likely to help out or volunteer in their community</li> <li>less likely to have formal qualifications</li> </ul> </li> <li>42.6% of our workforce are over 50, which is a significant over-representation compared to the general population, where 14.2% of people are aged 50-64 and 12.9% are aged 65 or over. This proposal would not negatively impact the representation of employees aged over 50 within the workforce in comparison to the general population.</li> </ul>
Mitigations:	Please refer to general 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>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>We have an underrepresentation of disabled staff: 9% compared to the Bristol Working Age population at 12%. This proposal might further compound this under-representation</li> </ul>
Mitigations:	Please refer to general 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>Young women between the ages of 16 and 24 have higher risk of common mental health problems and higher rates of self-harm and post-traumatic stress disorder etc.</li> <li>Women are over-represented as staff: 60.4% versus the Bristol Working Age population of 49%. The council's gender pay gap analysis indicates that mean pay for men is 4.08% higher than that of women and the median pay for men is 8.9% higher than that of women. The difference between the median and the</li> </ul>



	<p>mean figures is due to the high proportion of women in the top quartile of employees. There is a negative gender pay gap for women in senior roles within the pay structure, which means that women are more likely to be paid more than men.</p> <ul style="list-style-type: none"> <li>This proposal might disproportionately impact women depending on the demographics of employees affected by changes in roles or loss of jobs. However, there may be some areas where representation mirrors the general population more accurately.</li> </ul>
Mitigations:	Please refer to general comments above.
<b>Sexual orientation</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>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>5.6% of our workforce have told us they are lesbian, gay or bisexual, which compares with 9.1% for the Bristol Working Age population (however we do not have data for 22% of staff). This proposal might further compound this under-representation</li> </ul>
Mitigations:	Please refer to general 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>2.5% of our colleagues are currently pregnant or on maternity leave.</li> <li>Colleagues on maternity leave may be less able to engage in Management of Change processes and may be more likely to be overlooked in management or corporate communications, and this should be consciously mitigated to prevent disproportionate impacts on this group or any potential inequity.</li> </ul>
Mitigations:	Please refer to general comments above.
<b>Gender reassignment</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>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> <li>0.1% of our colleagues have declared they are trans, however very few employees have made a declaration on this and there is no comparative data for the Bristol Working Age population. Given the comparatively small number of Trans employees it is possible that changes affecting a very small number of people could have a disproportionate impact in terms of workforce representation.</li> </ul>
Mitigations:	Please refer to general 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>Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people<sup>2</sup>.</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></li> <li>Black Asian and minority ethnic groups in Bristol are more likely to find inaccessible public transport prevents them from leaving their home when they want to</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</li> </ul>

<sup>2</sup> CoDE Briefing Bristol v2.pdf (runnymedetrust.org)

	<p>and In Bristol pupils with the lowest 'Attainment 8' scores are from Black ethnic background (highest from Chinese ethnic background.)</p> <ul style="list-style-type: none"> <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>• We have an under-representation of Black, Asian and Minority Ethnic staff within the Council: Asian or Asian British 2.6% versus 5.8%; Black or Black British 5.1% versus 5.3%;; Other Ethnic Groups 0.5% versus 1%. There is a higher representation of Black, Asian and Minority Ethnic staff in lower pay-brackets within the council as set out in our Race Pay Gap report. This proposal might further compound this under-representation</li> </ul>
Mitigations:	Please refer to general comments above.
<b>Religion or Belief</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>• 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> <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> <li>• 33.2% of our workforce has a religion/belief compared with 51% in the Bristol Working Age population. This proposal might further compound this under-representation.</li> </ul>
Mitigations:	Please refer to general 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:	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 currently no comparative data for the Bristol Working Age population.
Mitigations:	
<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>• 5.1% of the workforce live within Bristol's most deprived areas. This proposal might further compound this under-representation.</li> </ul>
Mitigations:	Please refer to general comments above.
<b>Carers</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>• Being a carer can be a huge barrier to accessing services and maintaining employment</li> </ul>

	<ul style="list-style-type: none"> <li>• We need to consider the timing/availability of services, events etc. to allow flexibility for carers.</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> <li>• This proposal might impact on carers</li> </ul>
Mitigations:	Please refer to general 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

We are primarily focusing on mitigating the negative impacts of the proposals however we will seek opportunities for developing future leaders, address equality gaps and continue to develop a leadership team which is representative of the city we serve.

## 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.

**Summary of significant negative impacts and how they can be mitigated or justified:**

Please refer to 3.1 above. There will be a number of EQIAs for these proposals. The cumulative impact of these will be kept under review for this overarching EQIA, which will be updated

**Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:**

Please refer to 3.2 above. There will be a number of EQIAs for these proposals. The cumulative impact of these will be kept under review for this overarching EQIA, which will be updated

### 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
Reviewing new data as it becomes available and updating the EQIA accordingly	Head of HR with Chief Executive, Director of	April 22

Improvement / action required	Responsible Officer	Timescale
	Workforce and Change	
Regularly monitor the impact of the changes on the diversity of the workforce	Head of HR	Throughout 2022/23

### 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.

Consultation responses HR Diversity Dashboard
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## 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>3</sup>.

<b>Equality and Inclusion Team Review:</b>  Head of Equalities and Inclusion	<b>Director Sign-Off:</b> John Walsh
Date: 7 January 2022	Date: 10/1/2022

<sup>3</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.