

Equality Impact Assessment [version 2.9]



Title: Future Energy Supply	
<input type="checkbox"/> Policy <input checked="" type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth & Regeneration	Lead Officer name: David Gray
Service Area: Energy Service	Lead Officer role: Energy Supply Programme Manager

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.

Recent and unprecedented rises in the market price for energy have highlighted the need for immediate measures to mitigate the impact of these increases on the Council. Beyond this initial response, there are further measures that the Council could undertake to reduce demand for energy, to reduce the cost of energy, and to reduce the carbon impact of the necessary energy we still need. This [Decision Pathway Report](#) and accompanying [Appendix](#) is seeking Cabinet approval to introduce new procurement approaches, and to deliver further energy efficiency measures across the Council’s own estate.

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: Whilst these proposals will make improvements to how energy is bought and used, there will be little visible impact on the day-to-day use of the Council estate, except perhaps where measures such as better lighting is installed.		

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"/> Yes	<input type="checkbox"/> No	[please select]
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This is essentially an improved way to purchase a commodity already in use and to make better use of it, it does not in itself materially affect how the estate is used or those using it. However, some demand reduction measures may have some impact on BCC staff.

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](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
Workforce Diversity report	The shows Workforce Diversity statistics for Headcount, Sickness, Starters and Leavers data from iTrent. This 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.
Black South West Network: 'We want to change, and they have the power', 2018	Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector – in particular for Black and minority ethnic led organisations. 30% of the organisations surveyed stated to operate on an annual budget below £5,000, and an additional 18% operated on below £25,000. 42% of the organisations sampled had no paid staff at all and fully relied on volunteers to deliver their activities and services.

Impact of COVID-19 on BAME Led Businesses, Organisations & Communities' by the Black South West Network	Fewer Black Asian and minority ethnic people (83%) say they are satisfied with their current accommodation than Bristol residents overall (88%) ¹⁷ . Ethnic minorities are more likely to live in overcrowded households (more people than bedrooms) and intergenerational households. Bangladeshi, Pakistani, and Black households are most likely to experience overcrowding compared to White British households. Bangladeshi and Pakistani groups are more likely to live in multi-family households.
Additional comments:	

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.

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 have not carried out any engagement with employees on the proposals at this stage.

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.

The virtual Energy task force will liaise with workforce and Staff Led Groups etc. regarding any demand reduction measures which require changes for employees to be supported by and involving key Council teams.

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)	
<p>In a post COVID-19 hybrid working environment (with more people working from home where possible) we need to consider how demand reduction measures such as reducing temperatures in offices may have a disproportionate impact on employees who need to spend more time working inside Council premises because of their role; because they have special requirements or other reasonable adjustments for a disability; because they have a restrictive or disruption home environment. These circumstances are likely to particularly affect young employees; disabled people; parent and carers; and employees living in economic deprivation and/or cramped or crowded accommodation.</p> <p>Demand reduction measures such as reducing temperatures in offices or restricting use of equipment/lighting etc. may also have a disproportionate impact on older, pregnant, or disabled employees if they are less able to regulate their body temperature.</p> <p>To mitigate risk of disproportionate impacts on employees on the basis of their characteristics and circumstances we will ensure there is ongoing liaison with staff-led equalities groups and trades unions, and that the virtual energy task force updates this equality impact assessment to consider the possible impact of specific proposals and actions before implementing them</p> <p>Where the Council is establishing a new Dynamic Purchasing System we will ensure that Social Value and a supplier commitment to the principles of equality diversity and inclusion are embedded in contracts and quality insurance through commissioning and procurement processes.</p> <p>Where there are changes to energy charging for external organisations who are tenants of Council properties there may be a disproportionate impact on small community led-organisations – see evidence section. Where possible this can be mitigated through advanced notice, accessible and inclusive communications, and referral to additional sources of advice and support e.g. VOSCUR.</p>	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Young employees may be more likely to attend Council building to work because of their role and circumstances.
Mitigations:	See above
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	See above
Mitigations:	Older employees may feel colder or be less able to regulate their body temperature if heating is reduced in Council buildings.
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Disabled employees may feel colder or be less able to regulate their body temperature if heating is reduced in Council buildings. Employees with partial sight loss, and

	employees with hearing loss who rely on bright light to lip-read may be impacted if energy saving measures involve reduction in brightness of lighting.
Mitigations:	See above
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Women may be more likely to feel cold in the office environment and prefer the temperature to be up to 2.5 degrees higher Women are more likely to be carers and require the space in the office to carry out work
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Pregnant employees may feel colder or be less able to regulate their body temperature if heating is reduced in Council buildings.
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Black, Asian and minority ethnic employees are more likely to be employed in roles which require them to work at Council workspaces rather than from home on a regular basis, and are more likely to live in accommodation which is less suitable for home working such as multi-generational or 'overcrowded' housing. Changes to energy pricing for tenants may have a disproportionate impact on Black and minority ethnic-led organisations.
Mitigations:	See above
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Employees may be more likely to attend Council building to work because of their role and circumstances. Employees living in economic deprivation and/or cramped or crowded accommodation may be disproportionately impacted by proposals if they have to come into workplace rather than work from home
Mitigations:	See above
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	See above
Other groups [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

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:

Main potential negative impact is from the effect of demand reduction measures on the working conditions for more vulnerable BCC staff. This will need to be addressed at an individual and local level within the task force, and additional protective measures, or scaling back proposed measures where they could have an adverse effect on vulnerable staff, put in place as appropriate.

There is a potential secondary impact in passing on high costs of energy supply to BCC tenants. Options to mitigate the impact of this are much more constrained, whilst BCC is working hard to secure the best price possible in current circumstances for energy supplies, the Council cannot itself absorb additional costs incurred by tenant energy usage. We can, however, keep tenants informed and provide support and advice on cost saving measures that they might adopt.

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

Energy efficiency measures have a long term benefit in reducing unnecessary Council expenditure and reducing the environmental impact of the Council's energy usage.

Measures such as improved lighting, improved insulation, etc, may have benefits such as improved working environments beyond energy savings.

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
EqIA will be reviewed and updated by the working group	tbc	tbc


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.

Main measure of the effectiveness of these measures will be in cost savings achieved. The EqIA and individual measures taken will need to be reviewed by the task force and informed by consulting with staff led groups to ensure no unintended adverse effects.

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 Director¹.

Equality and Inclusion Team Review: Reviewed by Equality Officer	Director Sign-Off:  Acting Director Management of Place
Date: 5/1/2022	Date: 06/01/2022

¹ 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.