

# Equality Impact Assessment [version 2.10]



Title: P1 Bristol Community Links	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: People	Lead Officer name: Tony Sanderson
Service Area: People	Lead Officer role: Project 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.

## Budget context

Every year, the council must agree an annual budget which balances the money we spend with the money we are expecting to receive. Councils across the country are facing financial challenges and based on our current forecasts, we face a funding gap over the next five years (to 2027/28) of up to £87.6 million dependent on the severity of factors such as rising costs of fuel, energy and inflation. This is in addition to the £34.3 million of savings and efficiencies proposals for 2022-2027 outlined in the 2022/23 budget.

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.

To address these challenges, we must look again across all of our services to find where we can do things differently to reduce costs, be more efficient in how we do things and, in some cases, stop doing some things entirely

Bristol City Council (BCC) commissioned Mutual Ventures (MV) in 2021 to appraise cost efficiency and the impact of five in house adult social care services. Costs for the five services was identified as c£15m. This report solely looks at Bristol Community Links (BCL), with a reported annual cost of c£3m. Saving target of £1m has been set against this project. (£500k 2023/24 & £500k 2024/25). In addition a further £500k saving is being proposed.

BCL in its current guise continues to offer traditional building-based day care services, for circa 60 people with learning disabilities. In addition, BCL service users can also gain access to more universal services. At the time of the MV report BCL operated from 3 buildings across Bristol. The impact of Covid has resulted in the service now operating out of two buildings North and South the third building Central will be decommissioned in due course.

This phase of the project will explore in-depth four business areas :

1. The BCL operating model and service users will undergo an in-depth options appraisal to determine the viability of the service remaining in house, being outsourced or a hybrid solution developed,
2. Commissioners to review wider day opportunities across Bristol and confirm lead in times,
3. Work in tandem with the corporate building rationalisation programme to determine the future use of the buildings,
4. Develop opportunities models around the future cafés function at BCL,

A report will be sent to decision makers in January 2023 to decide how to proceed with the project. This is at the exploratory stage of the project and no there is no predetermination on any of the proposals. Additional options could still be explored as part of the consultation process.

With all the options the future use of the cafés and the building are being considered:

The aim of this assessment is:

- To assess the equalities impact of these proposals on service users and other existing building users.
- To ensure decision makers have appropriate information about equalities impacts on this decision and understand their responsibility to pay due regard to this information and exercise it in practice
- To develop and implement a process to assess the impact of the planned changes to building usage, specifically on Equality Act protected characteristic groups

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

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

There are two groups who are likely to be affected by this change:

- BCL service staff
- Service users, and their carers / families

We have considered the effect on these different groups based on the following factors:

- Access
- Outcomes
- Experience / Satisfaction

*More text to be added once decision route decided*

### 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.

**Yes**       **No**      [please select]

Service users and staff all of the proposals will affect the staff group and any service users who remain at the point of the decision.

*More text to be added once decision route decided*

## 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.

<b>Data / Evidence Source</b> [Include a reference where known]	<b>Summary of what this tells us</b>														
<p><a href="#">Census 2011</a> and <a href="#">Census 2021</a></p> <p><a href="#">2011 Census Key Statistics About Equalities Communities</a></p>	<p>The Census details the demographic profile of Bristol. We have had initial data on the population of Bristol by age, ethnic group, national identity, language, and religion, but are still awaiting more detailed results and multivariate data, so demographic data is still largely informed by 2011 census and other population related documents (listed below)</p>														
<p><a href="#">The population of Bristol</a></p> <p><a href="#">Bristol Key Facts 2022</a></p>	<p>Updated annually. The report brings together statistics on the current estimated population of Bristol, recent trends in population, future projections and looks at the key characteristics of the people living in Bristol.</p>														
<p><a href="#">Ward profile data (bristol.gov.uk)</a></p>	<p>The Ward Profiles provide a range of datasets, including population, life expectancy, health and education disparities etc. for each of Bristol’s electoral wards.</p>														
<p><a href="#">Bristol Quality of Life Survey 2021-22</a></p>	<p>The Quality of Life (QoL) survey is an annual randomised sample survey of the Bristol population, mailed to 33,000 households (with online &amp; paper options), and some additional targeting to boost numbers from low responding groups. In brief, the most recent QoL survey indicated that inequality and deprivation continue to affect people’s experience in almost every element measured by the survey.</p> <p>The <a href="#">Quality of Life 2021/22 data dashboard</a> highlights those indicators, wards and equality and demographic groups which are better or worse than the Bristol average.</p> <p>For example, there are significant disparities based on people’s characteristics and circumstances in the extent to which they find it difficult to manage financially:</p> <table border="1" data-bbox="443 1749 1142 2121"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% who find it difficult to manage financially</th> </tr> </thead> <tbody> <tr> <td>16 to 24 years</td> <td>12.5</td> </tr> <tr> <td>50 years and older</td> <td>6.7</td> </tr> <tr> <td>65 years and older</td> <td>3.2</td> </tr> <tr> <td>Female</td> <td>8.6</td> </tr> <tr> <td>Male</td> <td>8.5</td> </tr> <tr> <td>Disabled</td> <td>21.6</td> </tr> </tbody> </table>	Quality of Life Indicator	% who find it difficult to manage financially	16 to 24 years	12.5	50 years and older	6.7	65 years and older	3.2	Female	8.6	Male	8.5	Disabled	21.6
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16 to 24 years	12.5														
50 years and older	6.7														
65 years and older	3.2														
Female	8.6														
Male	8.5														
Disabled	21.6														

Asian /Asian British	9.9
Black/Black British	19.8
Mixed/Multiple Ethnicity	16.3
White British	7.8
White Minority Ethnic	8.4
Lesbian Gay or Bisexual	12.7
No Religion or Faith	8.0
Christian Religion	8.3
Other Religions	18.2
Carer	10.7
Full Time Carer	14.0
Part Time Carer	9.7
Single Parent	28.6
Two Parent	9.6
Parent (all)	12.0
No Qualifications	10.0
Non-Degree Qualified	12.9
Degree Qualified	6.7
Rented (Council)	20.3
Rented (HA)	20.6
Rented (Private)	14.6
Owner Occupier	4.6
Most Deprived 10%	18.8
<b>Bristol Average</b>	<b>8.7</b>

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment reports on the health and wellbeing needs of the people of Bristol. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs. The JSNA is used to provide a comprehensive picture of the health and wellbeing needs of Bristol (now and in the future); to inform decisions about how we design, commission and deliver services, and also about how the urban environment is planned and managed; to improve and protect health and wellbeing outcomes across the city while reducing health inequalities; and to provide partner organisations with information on the changing health and wellbeing needs of Bristol, at a local level, to support better service delivery.

HR Analytics: Power BI reports

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

[sharepoint.com](https://sharepoint.com)  
[internal link only]

[Equality and Inclusion annual progress report 2021-22](#)

[bristol.gov.uk](https://bristol.gov.uk)  
Appendix – Workforce Diversity Data – summary analysis

Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#) completed by individuals and teams [internal links only]

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).

**Summary of Bristol City Council workforce diversity**

	BCC headcount % (31 Oct 2022)	Bristol Working Age Population (16-64)
Age 16-29	12.2%	39.0%
Age 30-39	22.0%	24.0%
Age 40-49	24.4%	16.0%
Age 50-64	41.4%	21.0%
Age 65+	3.4%	-
Disabled	9.0%	12%
Asian / Asian British	2.9%	5.8%
Black / Black British	5.1%	5.3%
Mixed ethnicity	3.6%	2.9%
Other ethnic groups	0.4%	1.0%
White	79.8%	85.0%
Female	60.1%	49.0%
Male	39.3%	51.0%
Use another gender term	0.2%	-
Christian	25.9%	43.5%
Other religion/belief	6.6%	7.3%
No religion/belief	41.9%	41.5%
Lesbian, Gay or Bisexual	5.9%	9.1%
Trans	0.1%	-

[Nomis - Official Labour Market Statistics](#)  
[nomisweb.co.uk](https://nomisweb.co.uk)

[Business demography, UK - Office for National Statistics](#)  
[ons.gov.uk](https://ons.gov.uk)

84% of all people in Bristol are economically active which is higher than nationally (78.6%) and in the Southwest (80.7%). Of economically active people in Bristol 6.9% are self-employed, compared to 9.5% nationally. Of those who are economically inactive in Bristol, 33% are Students, 29% are ‘long-term sick’ and 16% are looking after family/home, as well as 9.2% who are retired. The percentage of ‘workless households’ in Bristol is 12.1%, compared to 13.6% nationally, and the proportion of working age people who are benefit claimants is 11.2%. Bristol has a higher proportion of people working in ‘professional occupations’ (36.2) than for the Southwest (24.4%) and nationally (25.8%).

In 2020 (most recent data) the Southwest continued to have the highest five-year ‘survival rate’ in the UK of businesses that survived into 2020 (this has been the case since 2012). The largest proportion of these surviving businesses, 22%, was in the professional, scientific and technical industry.

<p><a href="#"><u>Bristol One City: Cost of Living Crisis – Bristol’s One City approach to supporting citizens and communities (Oct 2022)</u></a></p> <p><a href="#"><u>Cost of Living Risk Index (arcgis.com)</u></a></p>	<p>The rising cost of living is not impacting on everyone equally. People who are already experiencing inequity and poverty will be disproportionately impacted:</p> <ul style="list-style-type: none"> <li>• <b>People on the lowest incomes</b> - will have less available income but also pay more for the same services. For example, people unable to pay their bills by Direct Debit and those borrowing money are subject to higher costs and interest rates. This is what anti-poverty campaign group Fair by Design has referred to as a Poverty Premium</li> <li>• <b>Households with pre-payment energy meters</b> - households with pre-payment meters often pay above-average costs for their fuel. They will face a significant rise in their monthly bills in autumn and winter with increased energy usage as they do not benefit from the “smoothing” effect of Direct Debits, which spread usage costs evenly across the year</li> <li>• <b>Parents and young families</b> – parents of young children are more likely to seek credit and alternative support as they are less able, on average, to afford an unexpected expense. Single parents will be disproportionately affected; and one in four single parents find it difficult to manage financially (28.6%).</li> <li>• <b>Disabled people</b> – just under half of all people in poverty in the UK are Disabled people or someone living with a Disabled person. Disabled people have higher living costs, and tend to pay more for their heating, travel, food/diet, prescription payments, and specialist equipment. It is estimated that UK households that include Disabled children pay on average £600 more for their energy bills than an average household</li> <li>• <b>Black and Minoritised people</b> – A higher proportion of Black and minoritised ethnic groups reported finding it difficult to manage financially (14.9%) in 2021. In 2020 the Social Metrics Commission found that almost half of people living in a family in the UK where the head of the household is Black are in poverty. Age UK report that poverty among older Black and minoritised ethnic groups is twice as high as for white pensioners</li> <li>• <b>People in rented accommodation</b> – it is estimated that 69% of low-income private renters in England will be forced to go without food and heating at least one day per week to meet rising housing and living cost. Almost three in ten homes in Bristol are privately rented</li> <li>• <b>Underserved populations</b> - It is likely that populations that are not typically well represented in data and research are likely to also face increased risk from rising cost of living. For example, refugees and asylum seekers, people experiencing homelessness, and Gypsy/Roma/Traveller groups.</li> </ul> <p><b>Cost of Living Risk Index</b> (October 2022) identified Lawrence Hill, Hartcliffe &amp; Withywood, Filwood, Lockleaze, Ashley, Southmead, Easton, Avonmouth &amp; Lawrence Weston, Hillfields and Eastville as neighbourhoods in Bristol more at risk of the impact of the cost-of-living crisis.</p>
<p><a href="#"><u>An evaluation of the Bristol Race Equality Covid-19 Steering Group</u></a></p> <p><a href="#"><u>Designing a new social reality - Research on the impact of covid-19 on Bristol’s VCSE</u></a></p>	<p>Report focusing on how co-production using a One City approach has been used to respond to the disproportionate impact of the Covid-19 pandemic on our marginalized ethnic communities.</p> <p>Local research has highlighted how long-term underinvestment and lack of equity in funding and procurement has eroded the local Voluntary and community sector.</p>

<p><u>sector and what the future should be – Black Southwest Network 2020</u></p> <p><u>Delivering an inclusive economy post COVID-19</u></p>	<p>Our local partners have conducted research into the ongoing impact of COVID-19 for women and have provided recommendations on what service providers can do to reduce impact further impact.</p>
<p>Service users</p>	<p>TBC on situation when decision has been made / linked to if there will be any service users in the centre. Note a decision has been taken not accept any more service users at this time</p>

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](#)

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

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input 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.

There are some gaps in diversity data at a local and national level. ASC collects equalities data at the point of assessment and referral for service users, but this is not always shared at a local level although managers can look this up on LAS database. We do not currently undertake any analysis of equality data at a local level.

There is a corporate approach to diversity monitoring for service users and our workforce, however there are differences in the quality of available evidence across various council service areas. See [Why we collect equalities information about our services \(sharepoint.com\)](#)



## 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.

### Public consultation

Unknown at present – awaiting decision outcome.

### Staff groups

No staff communication has taken place on the potential options to date; however, all options will affect staffing levels to some degree, so consultation will need to commence.

### Trade Unions:

Trade union representatives will be included in briefings and staff meetings (in addition to scheduled Joint Consultative Committees).

Via and agreed coms plan which be developed once the approved option is agreed in January 2023

## 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 the Council's Budget report that will be published on the Bristol City Council website in early 2023. We will take Budget consultation responses into account when developing this and other final proposals to put to the Cabinet and a meeting of Full Council for approval. The final decision will be taken by Full Council at its budget setting meeting in February / March 2023.

Following the setting of the overall budget envelope there will be extensive engagement, consultation and co-design with affected communities on particular proposals which will inform future decision making prior to implementation. Our approach to public engagement and consultation will proactively target under-represented respondents to increase the participation of people from equality groups and their local representative organisations. This will help to ensure that our services and actions are informed by the views and needs of all our citizens.

- The main staff and trade union consultation will take place after any decision, in line with the Council's Managing Change policy. This will include dedicated briefings and 1:1 session where required
- There will be detailed implementation plans in place for both the staff changes and service delivery, which will be finalised following a Cabinet decision
- Staff engagement plan – more detail to follow once decision is made

- We will seek regular feedback from staff / service users / providers, conduct regular meetings with staff / service users / providers, and compliance inspections.

We will:

Update this EQIA once an agreed coms plan has been developed in January 2023

### 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)

Unknown at present – awaiting decision outcome. Some draft text below – to be amended / deleted as appropriate on decision.

There are two groups who are likely to be affected by this change:

- Bristol Community Links staff
- Service users, and their carers / families

We have considered potential adverse impact on these different groups based on the following factors:

- Outcomes
- Experience / Satisfaction

Bristol Community Links staff:

- **Outcomes**
- TBC once decision is made
- **Experience / Satisfaction**
  - Potential redundancy situation for some / all staff
  - Changing to a new employer (although terms and conditions will remain the same), could be difficult for some of the workforce.

This section will be further developed

#### PROTECTED CHARACTERISTICS

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Potential impacts:	
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Mitigations:	Clients are young adults
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<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> <li>○ Bristol Ageing Better estimated at least 11,000 older people are experiencing isolation in the city.</li> </ul> </li> </ul> <p>We must factor aging and the needs of older people into long term budgeting and service design</p> <p><u>Staff:</u> The majority of the workforce are elderly. The impact of large -scale change may be felt more by those who have worked in the service for a long time.</p>
Mitigations:	<ul style="list-style-type: none"> <li>• 17% of Bristol’s population are disabled. There are more disabled women than men living in Bristol.</li> <li>• In 2021, the disability pay gap was 13.8% with disabled employees earning a median of £12.10 per hour and non-disabled employees a median of £14.03 per hour.</li> <li>• Disabled people are less likely to be employed in a managerial or professional occupation</li> <li>• the national disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people.</li> <li>• Disabled workers move out of work at nearly twice the rate (8.8%) of non-disabled workers (4.9%). Workless disabled people move into work at nearly one-third of the rate (11.0%) of workless non-disabled people (26.9%)</li> <li>• Disability increases with age: 4.1% of all children, for the working age population it increases to 12.3% and for people aged 65 and over it increases to 55.9%.</li> <li>• Disabled people on average have lower qualification levels than the population as a whole.</li> <li>• A higher proportion of disabled people rent from a social provider (local authority or housing association)</li> <li>• Disabled people have lower car ownership levels</li> <li>• Disabled people experience higher rates of hate crime and domestic abuse compared to the general population</li> <li>• Disabled people should be empowered to make independent living choices and a have a say in access to service provision.</li> <li>• Budget setting needs to provide sufficient resource and flexibility to meet our legal duty to make anticipatory and responsive reasonable adjustments for disabled people including:             <ul style="list-style-type: none"> <li>○ changing the way things are done e.g., opening / working times.</li> <li>○ changes to overcome barriers created by the physical features of premises.</li> <li>○ providing auxiliary aids e.g., extra equipment or a different or additional service.</li> <li>○ is ‘anticipatory’ so we must think in advance and ongoing about what disabled people might reasonably need.</li> </ul> </li> </ul>

	<p>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.</p> <p>We include suitability for shared accommodation in triage and risk assessment. Where possible young people will be accommodated in specialist YP accommodation. We will liaise with providers to allocate YP only shared accommodation as appropriate.</p>
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>Loss of activity h. Increased noise levels. Potential for triggers to behaviours or increased risk of compatibility issues, e.g., Support dog may be a trigger for one service user</p> <p>The majority of the service users have a disability and might experience anxiety moving to a new provider.</p>
Mitigations:	<p>Good amount of accessible space will remain available, activities can be provided in other areas of building. Staff support will be retained at a level which supports individual needs. It was noted by the SCP that introducing the person who is wary of animals to a dog in a controlled environment may actually be beneficial.</p> <p>All service users will be supported through the change, and the risk of anxiety or uncertainty recognised. Specific mitigations for individuals with concerns need to be explored We will ensure that communication is clear, concise and unambiguous, setting out timescales to give sufficient advance notice.</p>
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity &amp; childcare. These working arrangements need to be considered in any new employment arrangements.</p>
Mitigations:	Current terms and conditions should be considered as part of exploring suitable alternative posts for those staff being redeployed.
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	This will be understood once a proffered option has been agreed .
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> The majority of the workforce identify as female, this means that there are more likely to be working arrangements in relation to caring, maternity &amp; childcare. These</p>
Mitigations:	Processes ensure that any working terms & conditions in the current place of work will be honoured in the new working arrangement
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	<p><u>Staff:</u> Although a disproportionate impact is not anticipated, it will be critical that part of any transfer discussions to reflect the importance of creating an environment that celebrates and encourages diversity. Staff from an ethnic minority background may be negatively impacted if they don't feel as comfortable in the new workplace.</p>
Mitigations:	Ensure that this issue is raised in discussions / consultations
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Please see 'race' section. The issues and mitigation will follow similar rationale

	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as prayer / quiet room facility) required will be put in place
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	
Mitigations:	Possible disproportionate affects will be identified through the consultation process and any mitigations (e.g., reasonable adjustments such as flexible working to accommodate unmarried / not in civil partnership member staff who intend to get married / be in civil partnership).
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	We recognise that staff with additional caring responsibilities may be disproportionately impacted by changes.  We also recognise that carers that support service users will be impacted by any change to the service
Mitigations:	
<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

The scale of the potential gap in our core funding means that there is very limited opportunity to bring genuine additional benefit to equalities groups in the circumstances. However, we have considered as far as possible the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010; advance equality of opportunity between people from different groups; and foster good relations between people from different groups.

Our budget savings proposals are aligned to our Corporate Strategy and although we have limited resources our future focus will be on achieving those priorities we have identified including tackling poverty and intergenerational inequality.

- Achieves the corporate saving target
- Aligns with Theme 4 of BCC Corporate Strategy Corporate Strategy 2022-27 (citizenspace.com)
- Makes good use of resources which are already specifically adapted to improve disabled access and increases accessibility.
- Values and Behaviours – enables working more collaboratively and delivering on priorities across a variety of teams and services

- Social work teams will be based in a frontline provider service, able to see impact of care act assessments and how identified support is delivered in action. ASC teams will be able to connect with service users and carers to have a better understanding of the challenges faced by people who are disabled, older people and autistic people and people who have learning disabilities

## 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:

To be developed once the approved option is agreed in January 2023

Sample text below:

The main negative impact will be the short-term / longer term impact of change could be a significant change for some individuals. We will mitigate the impact through formal joint staff consultations, further 1-2-1's where necessary, and continuing discussions throughout the transition.

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

Diversity of workforce

Building improvements, adaptations which will improve disabled access and staff welfare facilities

Collaborative working across ASC teams

Improved monitoring of equalities impacts going forward

Improved use of available BCC resources and contributes to move across to corporate landlord and common activities

Subject to change due / additional information to be added post decision – sample text below:

There are potential financial savings for the Council, which is important at a time when the service budgets are under significant pressure, as well as a chance to explore alternative future uses for the use of BCLs which could benefit other services or offer efficiencies across the Council estate.

### 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
To be developed once the approved option is agreed in January 2023		
Action: Staff briefing (pre-cabinet approval)	Jayne Clifford / Louise briggs?	TBC
Action: Formal staff and trade union consultation	Lorna Laing / Jayne Clifford,	Post decision

### 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.

Our Equality and Inclusion Annual Progress Reports show what we have done to achieve the aims of our Equality and Inclusion policy and strategy, and the progress we have made including reporting on all relevant KPIs and workforce diversity [Equalities policy - bristol.gov.uk](https://www.bristol.gov.uk/equality-and-inclusion-policy)

Further detail to be added once options are approved.

### Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIA 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>1</sup>.

<b>Equality and Inclusion Team Review:</b> <b><i>Reviewed by Equality and Inclusion Team</i></b>	<b>Director Sign-Off:</b> 
Date: 14/12/2022	Date: 15/12/2022

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<sup>1</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.