

Equality Impact Assessment [version 2.12]



Title: Bristol Holding Limited Business Plan 2024/25	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input checked="" type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Bristol Holding Ltd / Resources	Lead Officer name: Chris Smith
Service Area: N/A	Lead Officer role: Bristol Holding Group FD

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.

Bristol City Council's wholly owned companies (Bristol Holding Limited, Bristol Waste company Limited, Goram Homes Limited) are required to annually refresh their business plans and submit to the Council for approval.

Bristol Holding Limited is the immediate shareholder of Bristol City Council's wholly owned companies, but it also provides assurance and corporate governance functions for the Council as ultimate shareholder.

BHL has reduced in scale in the last 18 months and now reflects an agile but focused and value for money operation. It consists of a small but experienced team, including a Chair and part time Executive lead, as well as a part time administrator.

This means that BHL provides a strong level of governance and assurance. It operates in conjunction with other key lines of assurance, such as Internal audit and the company Audit and Risk Committees ("ARAC's").

The future role of BHL will be reviewed as we progress through 2024/25. BCC will look to re-engage Navigo to assess progress in embedding governance structures and in conducting their original recommendations, including establishing the ARAC's and assessing their maturity.

Until then, BHL will continue to play its assurance role, until stakeholders are satisfied that the new governance and assurance environment is embedded and 'fit for purpose.'

1.2 Who will the proposal have the potential to affect?

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

1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	[please select]
------------------------------	--	-----------------

Bristol Holding Limited consists of one part-time Finance Director and one Chair, along with the support of one part-time administrator. It operates solely from a finance perspective to provide effective commercial, financial and risk assurance to the Shareholder in the operation of its wholly owned companies, and so therefore does not have a direct impact on the general population or its workforce.

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: <i>Reviewed by Equality and Inclusion Team</i>	Director Sign-Off: Tim O'Gara, Director: Legal and Democratic Services
Date: 22/02/2024	Date: 22/02/2024

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.