

Equality Impact Assessment / Equality Analysis

(Updated Nov 2024)

Item name	Details
Title of service or policy	Commercial Estate income
Name of directorate and service	Commercial Estate – Resources Directorate
Name and role of officers completing the EIA	Andrea Frow – Commercial Estate Operational Manager Richard Long – Head of Commercial Estate
Date of assessment	19 November 2024

Equality Impact Assessment (or ‘Equality Analysis’) is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The main aim is to identify any discriminatory or negative consequences for a particular group or sector of the community, and also to identify areas where equality can be better promoted. Equality impact Assessments (EIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis. **Not all sections will be relevant – so leave blank any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council’s website.

1.1 Identify the aims of the policy or service and how it is implemented

Key questions	Answers / notes
<p>1.1 Briefly describe purpose of the service/policy e.g.</p> <ul style="list-style-type: none"> ● How the service/policy is delivered and by whom ● If responsibility for its implementation is shared with other departments or organisations ● Intended outcomes 	<p>The vision for the Commercial Estate is “To support the Council’s corporate, and budgetary objectives, through the generation of resilient net income”.</p> <p>This vision is delivered by the Commercial Estate team through a combination of new lettings, property management and income recovery.</p> <p>The team rely on colleagues in the maintenance and project delivery areas to deliver repaired or refurbished void assets within the shortest possible time in order to market the assets and conclude new lettings.</p> <p>The intended outcome is to deliver an additional £200,000 per annum commencing 2025/26, through prioritising the necessary refurbishment works to ensure void assets are fit for marketing and brought to the market within the shortest time feasible.</p>
<p>1.2 Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> ● Is it a new service/policy or review of an existing one? ● Is it a national requirement?). 	<p>This is not a new service but it does require a renewed focus on managing the void process to ensure void assets are refurbished and rendered fit for letting as soon as possible.</p> <p>No</p>

<ul style="list-style-type: none"> How much room for review is there? 	This may be limited by the availability of resources within the maintenance and project management areas, and other pressures on their time
1.3 Do the aims of this policy link to or conflict with any other policies of the Council?	Not directly, but resources within the Maintenance and Project Management teams are applied to work in both the commercial and corporate estate with competing demands and therefore this may give rise to conflict or other key corporate pressures where works are required not being addressed.

2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
2.1 What equalities training have staff received to enable them to understand the needs of our diverse community?	To my knowledge this is not directly relevant to this particular matter.
2.2 What is the equalities profile of service users?	N/a
2.3 Are there any recent customer satisfaction surveys to refer to? What were the results? Are there any gaps? Or differences in experience/outcomes?	Not to my knowledge
2.4 What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	<p>None to my knowledge within the Commercial estate.</p> <p>Although this may be a question to be directed to colleagues in the Corporate Estate and Project Management teams, in terms of works.</p>

<p>2.5 If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?</p>	<p>There are currently no plans for consultation at the current time.</p> <p>Any works undertaken will have regard to and be undertaken in accordance with the requirements of the Equalities Act.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

3. Assessment of impact: 'Equality analysis'

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or could help promote equality in some way.
- Could have a negative or adverse impact for any of the equalities groups

Key questions	Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
<p>3.1 Issues relating to all groups and protected characteristics</p>	<p>All lettings and any works undertaken to facilitate lettings will have regard to and are undertaken in accordance with the requirements of the Equalities Act.</p>	<p>None to my knowledge</p>
<p>3.2 Sex – identify the impact/potential impact of the policy on women and men.</p>	<p>As above</p>	<p>As above</p>
<p>3.3 Pregnancy and maternity</p>	<p>As above</p>	<p>As above</p>
<p>3.4 Gender reassignment – identify the impact/potential impact of the policy on transgender people</p>	<p>As above</p>	<p>As above</p>

3.5 Disability – identify the impact/potential impact of the policy on disabled people (ensure consideration of physical, sensory and mental health needs/differences)	As above	As above
3.6 Age – identify the impact/potential impact of the policy on different age groups	As above	As above
3.7 Race – identify the impact/potential impact on across different ethnic groups	As above	As above
3.8 Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual, questioning people	As above	As above
3.9 Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?	As above	As above
3.10 Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	As above	As above
3.11 Socio-economically disadvantaged* – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood,	As above	As above

<p>employment status can influence life chances (this is not a legal requirement, but is a local priority).</p>		
<p>3.12 Rural communities* identify the impact / potential impact on people living in rural communities</p>	As above	As above
<p>3.13 Armed Forces Community ** serving members; reservists; veterans and their families, including the bereaved. Public services are required by law to pay due regard to the Armed Forces Community when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).</p>	As above	As above
<p>3.14 Care Experienced *** This working definition is currently under review and therefore subject to change:</p> <p>In B&NES, you are 'care-experienced' if you spent any time in your childhood in Local Authority care, living away from your parent(s) for example, you were adopted, lived in residential, foster care, kinship care, or a special guardianship arrangement.</p>	As above	As above

*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

** The Equality Act does not cover armed forces community. However, the Armed Forces Bill (which came in on 22 Nov 2022) introduces a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

***The Equality Act does not cover care experienced people. B&NES adopted this group as a protected characteristic in March 2024 alongside over 80 other Local Authorities. Although we have data for care leavers and children/young people who are currently in the care of B&NES we do not have wider data on disadvantage experienced through being in care.

4. Bath and North East Somerset Council Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment/analysis. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
Any gaps in equalities training among the existing Commercial Estate team	Check gaps and arrange for any training that may be required.	Ensure this is addressed and completed within the next six months	Andrea Frow	31 May 2025

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council's website. Keep a copy for your own records.

Signed off by: Andy Rothery – Executive Director Resources

Date: 10.12.2024