

# EQUALITY IMPACT ASSESSMENT

Relocation of Staff from Midland House to Ballard House



## STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

<b>What is being assessed - including a brief description of aims and objectives?</b>	<p>It is proposed that staff and services currently delivered from Midland House be relocated to Ballard House. The milestone date for relocation is December 2022 with all CYPF staff and external partners operating from Midland House to be relocated to Ballard House. The groups impacted are CYPF staff, Devon Audit Partnership, Livewell CAMHS and Adopt SW</p> <p>Consultation with staff will commence in December 2021 with representatives of those impacted engaged in detailed design workshops. Consultation and engagement events will be consulted via a variety of channels to ensure accessibility for all.</p>
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<b>Department and service</b>	Transformation, Customer & Corporate Services
<b>Date of assessment</b>	4 November 2021

## STAGE 2: EVIDENCE AND IMPACT

<b>Protected characteristics (Equality Act)</b>	<b>Evidence and information (e.g. data and feedback)</b>	<b>Any adverse impact</b> See <a href="#">guidance</a> on how to make judgement	<b>Actions</b>	<b>Timescale and who is responsible</b>
<b>Age</b>	<p>PCC Workforce Age Demographic – Individuals by age employed in Children’s services (2020 data)</p> <p>16-19 years - 2 20-24 years - 21 25-29 years -54</p>	<p>No adverse impacts are anticipated. Until implementation potential adverse impacts are not known for certain.</p> <p>New facilities provided will match existing facilities as a minimum.</p>	<p>Consultation via working groups and end user led detailed design workshops with CYPF staff, service users and to understand whether an additional 3 minutes’ walk to access public transport is tolerable.</p>	<p>Dec 2021 engagement and consultation commences.</p> <p>Transformation Project Manager to lead</p>

	<p>30-34 years - 63 35-39 years - 60 40-44 years - 76 45-49 years - 87 50-54 years - 120 60-64 years – 98 65+ - 49</p> <p>52% of the Children Services workforce are over 50 years old</p> <p>6.4% are over 65 years old</p> <p>The project will affect Plymouth City Council staff and colleagues from partner organisations who are of working age.</p>	<p>Building users will need to review public transport access.</p>	<p>Staff and partners that alight their bus at Royal parade may require support with travel planning.</p>	
<b>Disability</b>	<p>6.3% of the PCC workforce identify as disabled</p> <p>The City Council's HR policies are compliant with the Equalities Act in terms of ensuring that its corporate office buildings are accessible and reasonable adjustments can be made for individual requirements. Findings from consultation with disability advocacy and support networks (PADAN, Access Able) to be included to ensure accessibility to the building in modified plans</p>	<p>Location may be of consideration for service users with mobility issues as Ballard House is served by public transport which requires users to alight and embark public transport at Western Approach or Walkabout, this adds an additional 3 minutes' or 161 metres walk for staff using public transport.</p> <p>Proximity and access to car parking may impact staff with mobility issues and/ or protected characteristics</p>	<p>Transformation Project Manager to ensure that all alternative future office locations for staff are compliant in terms of accessibility. Full building accessibility audit recommended at detailed planning stage.</p> <p>Consultation and engagement with staff service users and disability champions and H &amp; S to ensure that works to Ballard consider accessibility</p> <p>Ensure that parking allocation for staff with a</p>	<p>Consultation and engagement to commence December 2021 Transformation Project Manager to lead</p>

			<p>disability impacting mobility is considered and full requirements captured.</p> <p>Ballard House has sufficient disabled rest rooms for staff.</p> <p>Consult with local disability networks relating to public transport links and walking journeys to understand the least impactful journey by public transport. Also to consider layout and signage in and around the building.</p>	
<p><b>Religion or belief</b></p>	<p>Workforce Data relating to religion (workforce equality report 2021)</p> <p>Buddhist - 0.40%</p> <p>Christian (including Church of Scotland and Roman Catholic) - 30%</p> <p>Jewish – 0.04%</p> <p>Muslim – 0.12%</p> <p>Sikh – 0.04%</p> <p>Other religion – 2%</p> <p>No religion – 31.5%</p> <p>Not declared 33.9%</p> <p>The change of office location for some staff will not have any impact on faith/religion or belief</p>	<p>No adverse impacts are anticipated.</p> <p>There is provision in Ballard House to meet the faith needs of employees. There is a private wellbeing room on Floor 1 East that is also used as a room for prayer or reflection.</p>	<p>Not applicable</p>	<p>Not applicable</p>

<p><b>Sex - including marriage, pregnancy and maternity</b></p>	<p>63.5% of PCC workforce identifies as female</p> <p>24.8% of the female workforce are aged 16-44 –typically child bearing age</p> <p>36.47 of PCC workforce identifies as male</p> <p>The change of office location may impact parents and carers of young children and expectant mothers</p>	<p>As previously stated Midland House is a 4 minute walk from Royal Parade and Ballard House is a 7 minute walk from the furthest bus stop.</p> <p>The longer walk time may have a minor impact on pregnant individuals that identify as female.</p> <p>Some staff with caring responsibilities could experience around increased distance to drop children off to school or an increased difficulty due to the bus times.</p>	<p>Consult with experts to understand the impact, if any on a slightly extended walk on those who are pregnant or new parents.</p> <p>Consider adding privacy screen or blinds to at least one room and a low level seat so that there is provision for nursing parents this could also apply to lactating staff that wish to express.</p>	<p>Transformation Project Manager to engage and consult with staff and service users commencing January 2021</p>
<p><b>Gender reassignment</b></p>	<p>The PCC HROD system does not currently record data relating to Gender Reassignment</p> <p>The change of office location for some staff will not have any impact on gender reassignment</p>	<p>No adverse impacts are anticipated.</p>	<p>Not applicable</p>	<p>Not applicable</p>
<p><b>Race</b></p>	<p>PCC Workforce Data relating to Race (2020 data)</p> <p>Asian or Asian British Indian/ Pakistani/ Other Asian Background -9</p> <p>Black or Black British-African/Caribbean/ Other Black Background – 17</p> <p>Mixed Background White/ Black/ Asian/ Other– 19</p> <p>Other ethnic group – 3</p>	<p>No adverse impacts are anticipated.</p>	<p>Not applicable</p>	<p>Not applicable</p>

	<p>White British/ Irish/ Other – 2153</p> <p>Information Refused or not declared - 180</p> <p>Relevant information relating to residents;</p> <p>The change of office location for some staff will not have any impact on race</p>			
<p><b>Sexual orientation - including civil partnership</b></p>	<p>PCC Workforce Data related to Sexual Orientation (2020 data)</p> <p>Bisexual – 20</p> <p>Gay Man – 26</p> <p>Gay Woman – 20</p> <p>Heterosexual -1399</p> <p>Other – 1</p> <p>Information Refused or Not declared – 1029</p> <p>The change of office location for some staff will not have any impact on sexual orientation</p>	<p>No adverse impacts are anticipated.</p>	<p>Not applicable</p>	<p>Not applicable</p>

**STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN**

Local priorities	Implications	Timescale and who is responsible
<p><b>Celebrate diversity and ensure that Plymouth is a welcoming city.</b></p>	<p>No implications</p>	<p>Not applicable</p>
<p><b>Pay equality for women, and staff with disabilities in our workforce.</b></p>	<p>No implications</p>	<p>Not applicable</p>

<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	Improved facilities and office accommodation for staff moving from Midland House moving to Ballard House	Staff Engagement to commence Dec/ Jan 2021 and move to complete by Jan 2022 Transformation Project Lead
<b>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</b>	No implications are anticipated. Until implemented and customer activity is introduced to Ballard House it is unknown whether there will be an increase in hate crimes. Liaison with Community Connections Hate Crimes specialists to ensure that this is monitored.	Early engagement with Hate Crime Specialists (Dec 21) to understand whether any preparatory support is required prior to service moves in Dec 22
<b>Plymouth is a city where people from different backgrounds get along well.</b>	No implications The City Council is committed to tackling unfair discrimination and its policies and frameworks such as Equality and Diversity and Dignity and Harassment policies are compliant with the Equalities Act	Not applicable
<b>Human rights</b> Please refer to <a href="#">guidance</a>	No adverse impacts on the Council's ability to protect and champion human rights are anticipated.	To be reviewed throughout implementation

**STAGE 4: PUBLICATION**

Responsible Officer Andy Ralphs, Strategic Director of Customer &amp; Corporate Services

Date 12/11/2021

Strategic Director, Service Director or Head of Service