

Equality Impact Assessment / Equality Analysis

(Version 4)

Item name	Details
Title of service or policy	Corporate Estate Asset Management Framework
Name of directorate and service	Corporate Estate & Development
Name and role of officers completing the EqIA	Richard Holden, Head of Corporate Estate
Date of assessment	16.02.26

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 people and different groups within our community. The main aim is to identify any adverse impacts (i.e. discriminatory or negative consequences for a particular group or sector of the community, and to identify areas where equality can be better promoted). Equality impact Assessments (EqIAs) 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 (EqIA) or Equality Analysis. **Not all sections will be relevant – so mark N/A 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 following relevant service lead approval.

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 Asset Management Framework (AMF) is a suite of documents that will be used to manage the Corporate Estate over the next 5 years.</p> <p>Delivery of the Asset Management Strategy will require cross service consultation in most of the delivery actions.</p> <p>The intended outcomes are:</p> <ul style="list-style-type: none"> ✓ A safe, compliant, rightsized estate supporting modern, inclusive service delivery ✓ Office/admin floorspace reduction with co-location hubs in priority localities ✓ Maintenance backlog reduced from an estimated baseline through targeted investment and disposals ✓ Net-zero operations trajectory: energy intensity reduced; retained assets aligned with EPC regulations by 2030; heat decarbonised; and electricity matched by renewables ✓ Transparent disposals delivering annual capital receipts and reduced revenue costs, and the CAT programme offering greater community and social value ✓ A single system of record (Concerto) and KPI dashboards; provide organisational assurance and supports scrutiny.

<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?). ● How much room for review is there? 	<p>The Asset Management Framework is the Council's plan for how we look after and use our operational buildings and land over the next five years. It guides everyday decisions about maintenance, upgrades, sharing space, and repurposing or releasing sites that we no longer need.</p>
<p>1.3 Do the aims of this policy link to or conflict with any other policies of the Council?</p>	<p>The AMF articulates how the management and use of Council assets will support the delivery of our corporate priorities.</p> <p>The Asset Management Policy outlines our guiding principles in supporting delivery of the Councils priorities.</p> <p>The Asset Management Strategy outlines how we are going to deliver against these policy principles.</p>

2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
<p>2.1 What equality focussed training have staff received to enable them to understand the needs of our diverse community?</p>	<p>All Corporate Estate staff have access to the Councils Learning Zone, including online modules for Equality, Diversity and Inclusion.</p> <p>Our estates assets need to be accessible and reasonable adjustments made for staff and the public in accordance with the Equality Act 2010.</p>
<p>2.2 What is the equality profile of service users?</p>	<p>The AMF cross cuts all Directorate services within the Council.</p>

<p>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?</p>	<p>An Annual Report will be produced to monitor the performance of the AMF KPIs against baseline data sets. The first Annual Report will be published in 2027.</p>
<p>2.4 What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?</p>	<p>The Cabinet report E3692 has been prepared in consultation with the Cabinet Member for Economic and Cultural Sustainable Development and the Director Capital & Housing Delivery.</p> <p>The Corporate Estate Asset Management Framework has undergone broad engagement with s151, service Directors, Heads of Service, and via Corporate PDS panel.</p> <p>Feedback from HoS and Corporate PDS have been accommodated where feasible.</p>
<p>2.5 If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equality considerations within this?</p>	<p>The AMF suite of documents will undergo regular review; they are live documents responding to the priorities of the Council.</p> <p>EqIA considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</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 equality 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>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>3.2 Sex – identify the impact/potential impact of the policy on women and men.</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Employees have an open invitation to join the B&NES Women’s Career Development or Men’s Mental Health Staff Networks.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p> <p>Are there more men/women who could be impacted by activities?</p> <p>Consider that women are more likely to provide care for children and elderly and may be impacted by a change to work location.</p>

<p>3.3 Pregnancy and maternity</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Pixash provides designated areas for expressing and storage of breast milk. The Guildhall currently doesn't have this.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>3.4 Gender reassignment – identify the impact/potential impact of the policy on transgender people</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Gender neutral toilets are available in the Guildhall.</p> <p>Employees have an open invitation to join the B&NES LGBTQ Staff Network.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<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)</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>All buildings are accessible for employees with mobility aids.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>

	<p>Hearing loops are available in some buildings.</p> <p>A person centred approach will ensure that all disabled employees reasonable adjustment requests are considered.</p> <p>Current reasonable adjustment provision/resources will be implemented within location moves.</p> <p>Employees have an open invitation to join the B&NES Access and Inclusion Staff Network.</p>	
<p>3.6 Age – identify the impact/potential impact of the policy on different age groups</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>3.7 Race – identify the impact/potential impact on across different ethnic groups</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Employees have an open invitation to join the B&NES Ethnic Minority Staff Network.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>

<p>3.8 Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual, questioning people</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Employees have an open invitation to join the B&NES LGBTQ Staff Network.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>3.9 Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>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.</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Pixash provides a multi-use room for prayer.</p> <p>B&NES advocate for a person centred and flexible working approach to enable employees to discuss their faith-based needs.</p> <p>Employees have an open invitation to join the B&NES Faith Staff Network.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>

<p>3.11 Socio-economically disadvantaged* – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances (this is not a legal requirement, but is a local priority).</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<p>3.12 Rural communities* identify the impact / potential impact on people living in rural communities</p>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Employees living in rural areas may find it harder to access public transport, depending on the nature of the Asset Challenge.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
<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>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>

<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>	<p>Equality considerations will be assessed on an asset-by-asset basis as delegated decisions are taken through Asset Challenge, and as estates based decisions are brought forward through the Councils governance framework.</p> <p>Employees who have experienced trauma may find it more difficult to manage change. Managers will keep all employees informed about moves and will use a person-centred approach to ensure that individual needs are considered and managed.</p>	<p>To be assessed on an asset by asset basis as options are assessed and decisions made in accordance with officer delegations and/or via the Councils governance framework.</p>
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*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
TBC during delivery of the AMF and Asset Challenge.	TBC during delivery of the AMF and Asset Challenge.	TBC during delivery of the AMF and Asset Challenge.	TBC during delivery of the AMF and Asset Challenge.	TBC during delivery of the AMF and Asset Challenge.

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 Equality Team (equality@bathnes.gov.uk), who will publish it on the Council's website. Keep a copy for your own records.



Signed off by:

Simon Martin, Director of Capital and Housing Delivery

Date:

3 March 2026