

## Full Equality Impact Assessment Form – review at 4 February 2011

Equality Relevance High  Medium  Low

### 1. Name of the policy or practice?

Proposal from Faculty of Health and Life Sciences (HLS) to close the site at Bath and to transfer the staff to Glenside or Frenchay (detail attached – staff lists etc). The closure will be enacted in line with the University's procedure for managing change, and staff have been written to accordingly. Important to note that currently academic staff affected by this change work at both Bath and Glenside

Nine staff are affected by the closure of the site, and have been offered the opportunity to relocate to Bristol (Glenside or Frenchay) or to apply for EVSS. At this date, a number of staff are exploring the options of VSS.

Currently the University has a lease for office space at RUH in Bath, this lease is due to end on 31 March 2011 and the local Trust wish to renegotiate on the lease.

### 2. What is the aim, objective or purpose of the policy practice?

Best meet the operational and business needs of the faculty. (detail of business case attached). Staff will be relocated from Bath to Bristol. Students on placement at Bath will still need to be supported, and will continue to have the support of an AIP and personal tutors as appropriate.

### 3. Who is responsible for developing the policy?

Steve Neill, Associate Dean (Planning and Resources)

### 4. Who is responsible for implementing the policy?

Helen Langton (Executive Dean)

### 5. Who is the policy intended to benefit?

In the context of the faculty and University having to make changes and respond to cuts in funding from the NHS, the benefits should be to University, staff and students.

### 6. What is intended to be achieved by the policy?

Best use of resources. Protection of staff numbers, enhancement of student experience concentrating on 'core business'.

### 7. How will you know if this policy has been successful?

Reduced expenditure.

Successful completion of managing change process and staff supported into the new base. No reduction in the student experience of the students on placement

8. Do the following equality groups have different needs, experiences, issues and priorities in relation to the intended outcomes of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known – Do you need to generate sources of information?
<b>Women, men, transgendered people</b>	Parents/carers may have care issues		
<b>Black and minority ethnic groups</b>		No	
<b>Disabled people</b>	May have travel issues		
<b>Younger or older people</b>		No	
<b>People of different religion and beliefs</b>		No	
<b>Lesbian, gay and bisexual people</b>		No	

9. Is there potentially adverse impact on the following equality groups as a result of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known - Do you need to generate sources of information?
<b>Women, men, transgendered people</b>	Parents and/or carers may be impacted differently if they have care issues that will be exacerbated by the increased travelling time		
<b>Black and</b>		No	

<b>minority ethnic groups</b>			
<b>Disabled people</b>	<p>There is a possibility that the increased travel time - to Glenside as opposed to Bath RUH- may impact on travel arrangements of disabled people</p> <p>Some staff with mental health conditions may have issues with respect to a change of base</p>		
<b>Younger or older people</b>		No	
<b>People of different religion and beliefs</b>		No	
<b>Lesbian, gay, bisexual people</b>		No	

**10. Is the policy designed or does it have the potential to promote equality for particular groups or good relations between groups? If so, how?**

**N/A**

**11. Do you need to carry out a formal/informal consultation internally or**

**externally at this stage? Who you need to consult?**

There will be both informal and formal consultation with staff. If there are any equality issues arising from this change of work location – they will be identified and addressed through this consultation process.

The process is to be managed in line with the University's policy for Managing Change, and this policy has been agreed with trades unions.

2 Aspects to the change: the fact of the site closure and movement to another site and the process of consulting on and enabling this change.

Staff will be given reasonable notice of the move in base.

Students will be informed of the change and of the arrangements for providing support to them whilst in placement

**12. What method or mechanism would be best suited for this consultation?**

Meeting(s) with staff – HR and managers - groups and individual. Meetings have been supported by trades unions.

**13. What action could be taken to mitigate any negative impacts identified or is there an opportunity to take steps to address different needs or promote equality of opportunity more effectively? If yes, please comment and complete action plan.**

Action is taken on the basis of the specific needs presented in discussion with individual members of the staff group.

**14. Who will be responsible for monitoring the implementation of the action plan?**

Head of Department and Associate Dean

**15. Please outline how you have revised the policy (if necessary) in the light of the Equality Impact Assessment. If no change is to take place please give reasons.**

At the moment, no reasons for change have been identified (4 February 2011)

Consultation process, including a whole staff meeting, supported by trades unions, on 8

December did not highlight specific issues which can be addressed in the action plan.

Individual discussions with staff centred on the actual implications of the move, for example travel time where reliant on public transport.

Current arrangements for staff covered under the DDA are currently in would continue to be in place

**16. Please indicate when you think this policy/practice should be reviewed next:**

Ongoing review through the process.

**Equality Impact assessment completed by:**

Name	Steven Neill
Post title	Associate Dean (P&R)
Faculty / service	HLS
Date	4 Feb 2011

Please return this form to the Equality and Diversity Unit. The equality and diversity unit will provide feedback and will publish the final document.

**Confirmed by the equality and diversity unit:**

Name	
Date	

**ACTION PLAN – Name of Policy ..... Service/Faculty.....**

Issues	Actions required	Responsible Person	Resources required	Target date	Success Indicators	What progress has been made?
Information/data required	<u>Consideration of the impact on placement students</u>				<u>Evidence gathered from the faculty and included in the planning process</u>	
Consultation	<u>Consultation to take place with staff</u>				<u>Consultation completed</u>	
Monitoring and review arrangement	<u>?</u>					
Publication						

Other actions						

Please return form to the Equality and Diversity Manager