

Site Level Equality Analysis

Event: Divesting from two properties and moving staff into a new Hub location in Blackpool.

Property: Warbreck House and Ryscar House.

Site Reference: 220116: Warbreck House, 620638: Ryscar House.

Date: 21/05/2020

Completed by: [REDACTED]

Introduction

This document records the analysis undertaken by the Department to enable the decision maker to fulfil the requirements placed on them by the Public Sector Equality Duty (PSED) as set out in section 149 of the Equality Act 2010.

The PSED requires the decision maker to pay due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act;
- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relations between people who share a protected characteristic and those who do not.

In undertaking the analysis that underpins this document, where applicable, the Department has also taken into account the following:

- United Nations Convention on the Rights of Persons with Disabilities, in particular Article 9 on Accessibility (to services and buildings) and Article 27 on Work and Employment (in relation to employees); and
- United Nations Convention on the Rights of the Child, Article 3(1) (best interests of the child) when considering whether those with parental responsibilities may be affected by the proposal.

Brief outline of the proposal

This Equality Analysis should also be read in conjunction with the Overarching Principles for Estates Changes document v1 17.7.2019.

The proposal is to divest both Warbreck House, Warbreck Hill Road, Blackpool, FY2 0UZ and Blackpool Ryscar House, Faraday Way, Blackpool, FY2 0JJ and relocate all DWP staff and service delivery from these sites into the new acquisition which will be built adjacent to Bickerstaffe House, 1 Bickerstaffe Square, Talbot Road, Blackpool, FY1 3AH. The moves are estimated to take place no later than Quarter 4 2023. Overall, the current total number of staff moving is c 2,438 FTE from between Warbreck House, and Ryscar House.

This move is believed to impact the below organisational areas of DWP:

- *Service Excellence Group*
- *Work & Health Services Group*
- *People and Capability Group*
- *Change*
- *Finance Group*

Current staffing figures for each site are as follows:

- *Ryscar House: 208 SIP² & 196.37 FTE¹*
- *Warbreck House: 2,537² SIP & 2,240.82 FTE¹*

Note that by 2023 the expected level of BOH Service Delivery across these sites is expected to rise to c 2,714 FTE.

¹ *Full-time Equivalent. Source: Dataview People March 2020, supplied by HR*

² *Staff in Post. Source: Dataview People March 2020, supplied by HR*

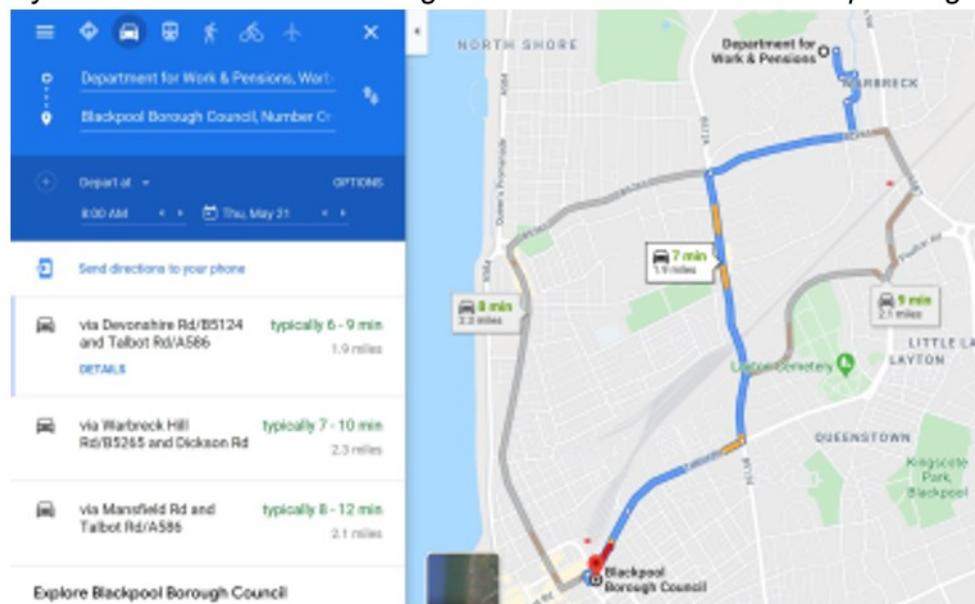
³ *Map data 2020 Google*

Distances between Sites

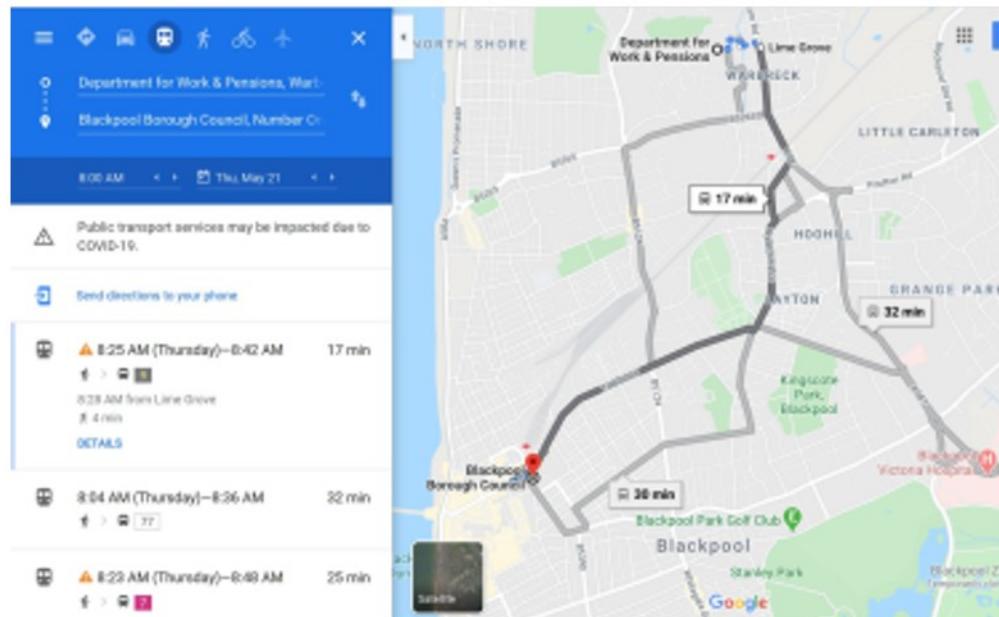
Warbreck House

The distance between the proposed site and Warbreck House is around 1.9 miles.³

By car it would take on average between 6 – 12 minutes depending on the route taken.³



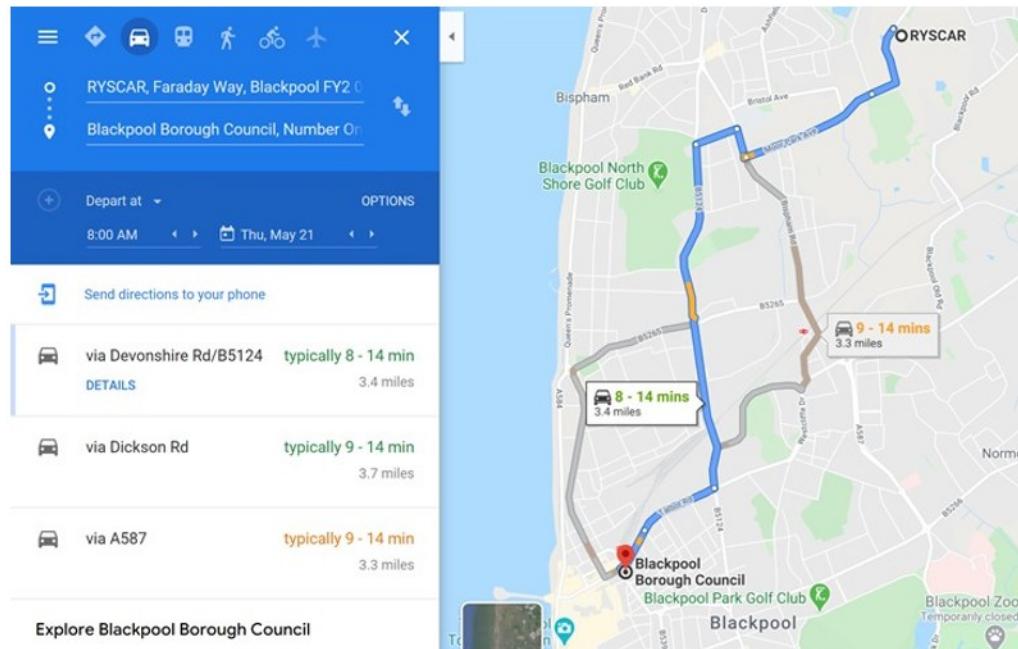
By public transport on both bus or train the travel time on average is between 17 – 30 minutes depending on the route chosen.³



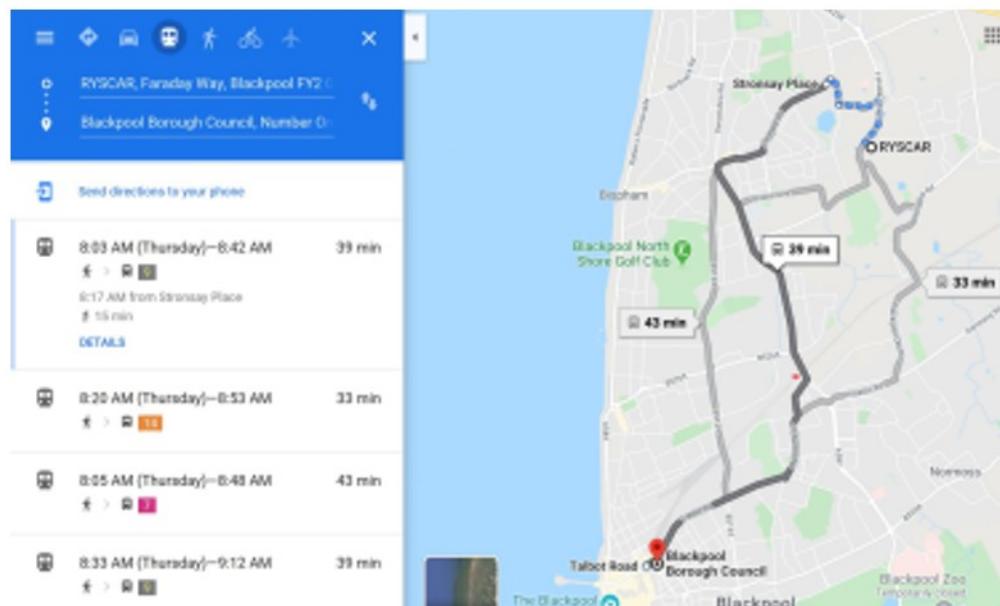
Ryscar House

The distance between the proposed site and Ryscar House is around 3.3 miles.³

By car it would take on average between 9 – 14 minutes depending on the route taken.³



By public transport in terms of a combination of walking and bus the travel time on average is around 33 - 43 minutes depending on the route chosen.³



¹ Full-time Equivalent. Source: Dataview People March 2020, supplied by HR

² Staff in Post. Source: Dataview People March 2020, supplied by HR

³ Map data 2020 Google

Evidence and analysis

Potential impact on members of the public, external stakeholders or partners

As this move doesn't involve the movement of any customer facing roles, there is believed to be no impact on the members of the public, external stakeholders or partners.

Potential impact on members of staff

The move involves approximately 2,745 staff (2,438 FTE) based at **Warbreck House and Ryscar House**.

The average driving distance for those staff working at Warbreck House is 1.9 miles, with a travel time (by car) of between 6 – 12 minutes.

The average driving distance for those staff working at Ryscar House is 3.3 miles, with a travel time (by car) of between 9 – 14 minutes.

As this proposal includes 2 sites, for the purpose of this EA the combined sites average data total for both sites will be used for the analysis to fairly reflect the diversity for all sites. This will be referred to as 'Combined Sites Average' henceforth.

Race or Ethnicity – what potential impacts have been identified and how are they to be addressed

	Ethnic Minority	White	Unknown
Combined Sites Average	3.5%	92.9%	3.6%
All DWP	11.6%	74.3%	20.9%

Source: Site data – Dataview People March 2020

All DWP - D&I Workforce Report March 2020

To date, no evidence has been presented to suggest a negative (or positive) impact on anyone because of their race or ethnicity as a result of relocating to the new acquisition.

Disability – what potential impacts have been identified and how are they to be addressed

	Disabled	Non-Disabled	Unknown
Combined Sites Average	16.0%	76.4%	7.7%

All DWP	14.9%	77.5%	7.5%
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Source: Site data – Dataview People March 2020
All DWP - D&I Workforce Report March 2020

The percentage of staff based across the **Combined Sites Average** more likely to report a disability, is slightly higher in comparison to the DWP average. The data does not, however, detail the type of disabilities experienced, or how staff with disabilities may be impacted by the changes.

It is acknowledged that any change in route, even to a shorter one, may cause difficulties for staff with disabilities, either in travelling extra distance, encountering different physical barriers or obstacles, such as steps or road crossing, or the disruption caused by a change of routine. As the proposed property is a new construction, under building regulations, making the property accessible to staff with limited mobility or impaired sight or hearing will be a requirement of the design.

Employees with reduced mobility could be impacted by a change in their working location, and the Department will take steps to mitigate the impact of any disadvantage through 1-2-1 consultation with employees and consideration of reasonable adjustments.

Gender – what potential impacts have been identified and how are they to be addressed

	Male	Female
Combined Sites Average	34.9%	65.2%
All DWP	33.2%	66.8%

Source: Site data – Dataview People March 2020
All DWP - D&I Workforce Report March 2020

There is a slightly lower proportion of women working across the **Combined Sites Average** compared to the DWP average.

It is generally accepted that a greater proportion carers are likely to be women, and therefore there is a likelihood that they would be disproportionately affected by an increase in travel time and its impact on caring arrangements, such as childcare.

As with customers, statistics for employees for the site are within DWP averages. However, there is an expectation that the additional distance for travel could have a disproportionate impact on female employees, due to the impact this may have on caring responsibilities.

Specific issues will be reported and monitored through 1-2-1 conversations, and the Department is hopeful that any negative impacts can be mitigated as part of business as usual, by applying existing practices and policies such as flexible working patterns.

Gender Reassignment – what potential impacts have been identified and how are they to be addressed

No data is collected on the number of staff affected by gender reassignment.

It is not anticipated that staff would be disproportionately impacted because of gender reassignment as a result of any potential relocation and no evidence has been presented to date to counter this.

There may be a need for rooms to be available for confidential conversations; DWP will provide this provision as required

Age – what potential impacts have been identified and how are they to be addressed

	16-24	25-34	35-44	45-54	55-64	65+
Combined Sites Average	3.7%	11.4%	15.2%	44.1%	23.4%	2.1%
All DWP	2.2%	11.4%	20.1%	34.1%	29.6%	2.8%

Source: Site data – Dataview People March 2020
All DWP - D&I Workforce Report March 2020

The age distribution of staff based across the **Combined Sites Average** shows that the employment of staff in (age group 16-24) & (age group 45-54) are higher than the DWP average. However, it also shows that the employment of staff in (age group 35-44), (age group 55-64) & (age group 65+) is slightly lower than the DWP average.

No evidence has been presented, to date, to suggest that the proposed relocation would have an impact on anyone because of their age.

Sexual Orientation – what potential impacts have been identified and how are they to be addressed

Some voluntary data is collected by DWP on this protected characteristic, but the reporting level is low. The Department does not envisage that the proposal would have a particular adverse impact on those with any of these protected characteristics, or affect the other aims of the equality duty in relation to these groups.

No evidence has been presented, to date, to suggest that the proposal would have a negative (or positive) impact on this group.

There may be a need for rooms to be available for confidential conversations; DWP will provide this provision as required.

Religion / Beliefs – what potential impacts have been identified and how are they to be addressed

DWP gathers some information on the religions and beliefs held by staff, however completion is voluntary and numbers cannot be broken down to an individual site level.

DWP policy includes the provision, where possible in their buildings, for a Quiet Room for staff to use for prayer and contemplation.

No evidence has been presented, to date, that members of staff would be disproportionately impacted because of their religion or belief as a result of this office move.

Pregnancy / Maternity – what potential impacts have been identified and how are they to be

addressed

At this stage it is not anticipated that pregnant staff or those on maternity leave would be disproportionately impacted as a result of any potential relocation.

Any member of staff on maternity leave will have an automatic right to relocate to a similar job role, without the need to complete any kind of selection exercise for particular job roles. Any member of staff who is pregnant will be fully consulted before and during their maternity leave to ensure they will not be at a disadvantage due to their pregnancy or maternity leave.

Marriage and civil partnership – what potential impacts have been identified and how are they to be addressed

While DWP collects data on next of kin, no data has been available from the HR management system for the compilation of this equality analysis.

It is not anticipated that staff would be disproportionately impacted because of their marriage or civil partnership status as a result of the proposed move. No evidence has been to date that the proposal would have a negative (or positive) impact on people with this protected characteristic.

Any other equality Impacts – what potential impacts have been identified that are not covered by the above categories and how are they to be addressed

Working Pattern

	Full-time	Part-time (inc. part year)
Combined Sites Average	65.1%	35%
All DWP	58.4%	41.6%

Source: Site data – Dataview People March 2020

All DWP – HR March 2020

Combined Sites Average staff are slightly more likely to work full time than DWP staff as a whole.

Additionally, there is currently no evidence to suggest that the proposed relocation would have a disproportionate effect on part-time workers.

Summary of one to one conversations

One to one conversations have not yet taken place, but will be undertaken prior to the move taking place. Issues raised will be addressed by managers where possible, with appropriate mitigations being agreed as needed.

If the results of these conversations suggest an impact on staff with protected characteristics, not already captured here, this document will be updated to reflect those effects and the steps taken to address them.

Summary of equality impacts

Analysis of the equality information from across the **Combined Sites Average** has identified potential negative impacts for staff with the protected characteristics of disability and gender (due to caring responsibilities).

The department, however, is of the opinion that any potential impacts can be mitigated by its existing policies and practices including assessment and provision of reasonable adjustments, access to flexible working patterns, etc.

Whilst some potential impacts, outlined above, have been identified for staff, the mitigations available mean we feel there is no significant risks with regard to equality issues, and wider consultation has not been considered necessary at this stage.

All staff likely to be impacted will be offered frequent one to one discussions with their line managers to explore their options and access the full range of support offered by DWP under Departmental workforce management and equality policies. Local Human Resources Business Partners and Trade Union representatives will be kept informed of all developments and will be available for staff to consult about their particular circumstances.

Decision making

This site level equality analysis will be considered by the Capacity Board together with other relevant documents that form part of the Business Case to reach a final decision on the proposal.

Monitoring and review

As the Public Sector Equality duty is a continuing one, DWP will continue to monitor and review the impacts this proposal has had on individuals generally and those with protected characteristics. The impacts identified in this equality analysis and mitigations put in place will be monitored and reviewed under existing policies and practices, as part of business as usual.

Ongoing monitoring should provide qualitative and quantitative evidence of the impacts that DWP may wish to subsequently address. It will also confirm whether the impacts anticipated in this equality analysis have been accurate, and may allow us to inform future decisions.

This EA will be further reviewed in the light of any additional evidence presented.