

Appendix: Equality Impact Assessment (EqIA) - Highways & Transportation Contracts Reprovision

Date: 20/09/2018	Scheduled refresh date: NA	Version: v2	Signed-off by: Considered by Exec Briefing 4 September 2018 and signed off at H&T Review Board 5 September 2018
Service: Highways & Transportation	Completed by: Alex J Deans		
What key decision activity are you completing this EqIA for?			
Policy/Strategy <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>	Service <input type="checkbox"/>	

STAGE 1: INITIAL SCREENING

1.1: Did you answer yes to any question in the EqIA Criteria Checklist?

(Source: EqIA Criteria Checklist, Appendix B, EqIA Guidance)

If yes, please complete the template.

If no, please provide an explanation below of why an EqIA is not required for the policy, function or service work you are implementing.

Yes

Yes

No

1.2: What are the aims and objectives of the policy/strategy, decision or service?

The Decision relates to renewal of the Council's Highways and Transportation (H&T) Professional Services Consultancy Contracts (PSCC) and Maintenance and Construction Contract (MCC) from 1 April 2019 for an initial term of 7 years extendable by up to 10 years subject to satisfactory performance.

Partnering with the Council's H&T client team the PSCC and MCC providers form the tri-party Wokingham Highways Alliance, whose primary function is managing the Council's highway network comprising of 736km in road length valued in the region of £1.13 billion plus a further £2.7 billion in land value.

Wokingham's highways asset is wide reaching and vital to the borough's prosperity including movement of goods and services, commuting, leisure activities, access to services and promoting sustainable transport plays a key role in health and wellbeing initiatives including cycling and walking.

The current Highways Alliance has been in operation from 2008 comprising of a partnership between Wokingham Borough Council, WSP (the PSCC) and Balfour Beatty Living Places (the MCC) delivering the H&T services. The current contracts and arrangement are scheduled to come to an end on the 31 March 2019.

STAGE 2: SCOPE AND DEFINE

2.1: Who are the main beneficiaries of the policy, decision or service?

List the groups the work is targeted or aimed at.

The majority of the borough residents, employees and visitors regularly use Wokingham's highway network, and therefore will be impacted by the performance of Wokingham's Highways Alliance and service delivery on a regular basis including the following protected groups whom need to be specifically considered comprising of: Age, Disability, Ethnicity/Race, Pregnancy & maternity.

2.2: Who has been involved in the creation of the policy, decision or service? Who will it impact?

E.g. focus groups, interviews, staff, service users. Also identify any groups, in addition to the main beneficiaries, the work may impact

External groups: Existing Highways Alliance Partners WSP and Balfour Beatty Living Places; open Soft Market Engagement with 24 potential suppliers for the new contracts during exercises during 2017
 Council Services: Highways & Transportation; Infrastructure and Delivery; Planning; Environment; Development Management; Countryside Services; Regeneration & Property; Housing
 Unions: Regarding impact on existing Council staff and TUPE implications
 Council Support Services: ICT; Customer Services; Human Resources; Procurement; Legal Services; Risk and Insurance; 21C Design & Implementation Team
 Officer Groups: H&T Contracts Review Board (monthly steering/assurance group); CLT
 Member Groups: T&P Councils and Member events and briefings since 2016; Joint Board; Group; Exec Briefing; O&S; Conservative Group; Opposition Group; H&T Contract Renewal Member Group
 Committees: O&S 2016-2018; programmed for Decision (Awards of PSCC and MCC Contracts) at Extraordinary Executive and Full Council committees scheduled for 20 September 2018

STAGE 3: INFORMATION GATHERING/EVIDENCE

3.1: What Secondary Data did you use in the creation of this EqIA?

Secondary data is data collected by someone other than the user. Common sources of secondary data for social science include censuses, organizational records and data collected through qualitative methodologies or qualitative research) Research of national and local best practice: Various forms undertaken including the 5 Berkshire Councils and wider Councils and authorities delivering best practice Government promoted Highways Maintenance Efficiency Procurement toolkit: <http://www.highwaysefficiency.org.uk/efficiency-resources/procurement-contracting-and-standardisation/procurement-route-choice-toolkit-for-highway.html> Government promoted NEC/HMEP contract documents: <https://www.neccontract.com/NEC3-Products/NEC3-Contracts/NEC3-Engineering-Construction-Contract>

3.2: What Primary data did you use in the creation of this EqIA?

Primary data is data collected by the investigator conducting the research, for example data collected through consultation, questionnaires or focus groups
 May 2016: Council staff and alliance partners H&T Contract Reprovision Engagement event
 July 2016: CLT H&T Contract Reprovision Engagement event
 July 2016: T&P Councils and Member Roads & Potholes- Have your say
 January 2017: Member and officers Transport Vision Workshops
 October 2017: National Highways & Transportation Wokingham customer satisfaction annual report: <https://nhtsurvey.econtract.com/>
 December 2017: Highways and Transportation Wokingham resident survey: <http://www.wokingham.gov.uk/news-and-consultation/consultation-and-having-your-say/finished-consultations/?entryid206=442965&p=2>
 February 2018: T&P Councils and Member H&T Communication Policy event

STAGE 4: ASSESSING THE IMPACT

Please complete the impact assessment table below by identifying any function or service that is likely to touch on any of the 3 main duties of the Equality Act 2010, then select the protected characteristic that maybe effected by the decision.

STAGE 5: ADDRESSING THE ISSUES

Once you have identified the impacts, please consider ways to tackle each of the negative impacts identified in order to mitigate them by completing the mitigation section of the table.

4 & 5: IMPACT ASSESSMENT AND ACTION PLAN

Consider the 3 main duties set out in the Equality Act 2010

1. Eliminate discrimination, harassment, victimisation and other conduct that is prohibited under the Act
2. Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share it
3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

Protected Characteristics	IMPACT ASSESSMENT			MITIGATION			
	(+ve/0/-ve)	Nature/Explanation	Main Duty (1-3)	Action required	Who is responsible?	By when?	Expected outcome
Disability Age Ethnicity/Race Pregnancy/Maternity		The Highways and Transportation Services provided by these new contracts are wide reaching for Wokingham's residents and businesses, as the highway network is essential for transportation of goods and services, commuting and getting around, or travelling through the borough, therefore most likely to	1-3	The broad range of Highways and Transportation Services delivered by the Wokingham Highways Alliance formed by the Council working in partnership with the PSCC and MCC suppliers includes: <ul style="list-style-type: none"> • Network Management • Streetworks (Permits from 2015) • Transport Planning • Road safety 	Director of Customer and Locality Services has overall accountability. The H&T Contract Renewal/Mobilisation Board is responsible for ensuring the contacts are compliantly procured and mobilised for 1 April 2019.	Subject to Contract Award at Full Council on the 20 September 2018 requirements will be designed with alliance partners of the Council, the PSCC and the MCC during mobilisation from October 2018 to	The Highways and Transportation Services and contracts will be fully compliant with the Equality Act 2010 from April 2019, and for the full term of the contracts.

	<p>impact on individuals ability to physically access and use the highway network, therefore the Highways and Transportation services and these contracts are considered to have a very limited impact on the protected groups of: Race; Gender; Sexual orientation; Religion/Belief and Gender Reassignment.</p> <p>Due to the physical aspect of accessing and using the highway network and its services, it is considered a significant impact for the protected groups of: Disability; Age and Pregnancy/ Maternity who could be impacted should the highway network restrict or inhibit their ability to access, move freely and safely on the highway network.</p> <p>The protected group of Ethnicity/Race is impacted to a lesser degree, however is important to ensure inclusive recruitment policies of the PSCC and MCC suppliers, and to ensure that the Highways Alliance engagement for policy, works and projects are inclusive to all members of society.</p> <p>The broad H&T service could impact the protected groups in numerous ways however four examples are provided: 1) ensuring signing and guarding of works caters for partially sighted and wheelchair users; 2) ensuring town centre and retail development are inclusive to all to access and get around safely; 3) engaging with public transport companies ensuring they provide step free access and seating for all users including priority seating near the doors for pregnant</p>		<ul style="list-style-type: none"> • Corporate Transport • Public transport • Parking (asset only) • Asset Management • Highway Maintenance (reactive & planned) • Street lighting • Winter Services • Flood Management & drainage • Developer Works (s278/38) • Projects (design and delivery) <p>The design and delivery of these H&T services, supporting policy, schemes and projects and how the Council manage third party works promoters on the network are managed by established processes and procedures that ensure the service is compliant with the Equality Act 2010.</p> <p>The current Highways Alliance of the Council, WSP and Balfour Beatty Living Places have embedded ToR, governance, contract management, policies and processes in place to ensure compliance with the act.</p> <p>Requirements of this EIA and wider equalities act compliance will be designed during mobilisation for the new contracts from October 2018 to March 2019 and delivered in partnership with the newly appointed PSCC and MCC forming part of the Highways Alliance ToR, governance, contract management arrangement from 1 April 2019 and for the life of the new contracts.</p> <p>Regular reviews and improvement will be undertaken, including agreeing engagement and communication, to ensure the H&T service and the Highways Alliance evolves in line with changing demands, equalities legislation and Council policy throughout the life of the contracts.</p>	<p>The Highways Alliance partners of the Council, the PSCC and the MCC will work in partnership, with appropriate contract management, governance and procedures in place to ensure the Highways & Transportation Service and its contracts comply with the requirements of the Equality Act 2010.</p>	<p>March 2019 for compliant Contract start on 1 April 2019 and subject review over the life of the contracts.</p> <p>Review frequency and reporting mechanisms will be agreed with alliance partners during mobilisation, and delivered by the Council's governance and contract management arrangements operating from 1 April 2019 and over the life of the contracts.</p>	
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		patrons; 4) when delivering a project resident information letters will ensure access to other language services aligned to WBC equality policies.			
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STAGE 6: REVIEW & SCRUTINY	
6.1: Has your EqIA been considered at your service's Management Team for discussion?	
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, date of meeting: 08/08/2018	
6.2: After discussion with Management Teams, list comments, criticisms or alternative approaches suggested regarding the impacts and actions of the policy/strategy, decision or service.	
What changes, if any, have been taken following discussion with your service Management Team?	
H&T Review Board recommended some minor improvements to the EIA which have been incorporated.	

STAGE 7: PUBLICATION AND COMMUNICATION OF RESULTS	
7.1: How will the assessment, consultation and outcomes be published and communicated?	
Included and published in Executive and Full Council Committee Papers of 20 September 2018	

STAGE 8: EMBEDDING ACTIONS INTO DELIVERY PLANS	
8.1: Has your delivery plan been updated to incorporate the activities identified in the EqIA to mitigate any negative impacts that you have discovered?	
These could be service, equality, project or other delivery plans. Note: If you did not have sufficient data to complete a thorough impact assessment, then an action should be incorporated to collect this information in the future.	
Requirements of the EIA and wider equalities compliance will be designed during mobilisation for the new contracts from October 2018 to March 2019 and form part of the Highways Alliance governance ToR and structure including an agreed methodology for highlighting and managing risks associated with this EIA and wider equalities legislation.	