

# Equality Impact Assessment

## Context

1. under s.149 of the Equality Act 2010, when making decisions, Essex County Council must have regard to the Public Sector Equality Duty, ie have due regard to:
  - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
  - advancing equality of opportunity between people who share a protected characteristic and those who do not,
  - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
  - age
  - disability
  - gender reassignment
  - marriage/civil partnership
  - pregnancy/maternity
  - race
  - religion/belief
  - sex/gender
  - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. The EqIA will be published [online](#):
8. All **Cabinet Member Actions, Chief Officer Actions, Key Decisions** and **Cabinet Reports must be** accompanied by an EqIA.
9. For further information, refer to the EqIA guidance for staff.
10. For advice, contact:  
Shammi Jalota [shammi.jalota@essex.gov.uk](mailto:shammi.jalota@essex.gov.uk)  
Head of Equality and Diversity  
Corporate Law & Assurance  
Tel 0330 134592 or 07740 901114



## Section 1: Identifying details

Your function, service area and team: Essex Highways Commissioning

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:

Title of policy or decision: Approval to place 2019/20 contractual task orders with Ringway Jacobs for values over £5m

Officer completing the EqlA: Deana James, Business Planning Manager, Essex Highways Commissioning [deana.james2@essex.gov.uk](mailto:deana.james2@essex.gov.uk)

Date of completing the assessment: 25<sup>th</sup> April 2019

## Section 2: Policy to be analysed

- |     |   |
|-----|---|
| 2.1 | Is this a new policy (or decision) or a change to an existing policy, practice or project? New decision   |
| 2.2 | <p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p>This report seeks Cabinet approval for ECC's Commissioning Team to place contractual orders (Task Orders) over £5m in value with ECC's partner, Ringway Jacobs for the financial year 2019-20.</p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?</p> <p>This approval ensures that ECC is compliant with its Constitutional requirement in relation to contract orders.</p> |
| 2.3 | <p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"><li>• service users</li><li>• employees</li><li>• the wider community or groups of people, particularly where there are areas of known inequalities?</li></ul> <p>If the decision is not approved, the 2019/20 planned delivery of Essex Highways works and services may be significantly delayed which will impact all users of the highway network within Essex.</p>   |



	<p>Will the policy or decision influence how organisations operate?</p> <p>No</p>
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>No</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>Delivery of these works and services will contribute towards the following objectives;</p> <ul style="list-style-type: none"> <li>• Meet customer needs.</li> <li>• Obtain value for money.</li> <li>• Promote improvement and innovation.</li> <li>• Help ECC realise its strategic aims 2017-2021.</li> <li>• Reduce the cost of the Service.</li> </ul> <p>We aim to achieve these by maximising the commercial and strategic opportunities with Ringway Jacobs to ensure we are delivering quality services and maximising value for money. This ambition will in turn contribute towards achieving the following strategic aims:</p> <ul style="list-style-type: none"> <li>• <b>Help create great places to grow up, live and work</b> Secure sustainable development and protect the environment <ul style="list-style-type: none"> <li>○ Reduce the environmental impact and cost to the taxpayer of dealing with waste, by working effectively with partners to minimise waste.</li> <li>○ Improve the image of the county, by promoting the benefits of Essex Highways and the County Council.</li> <li>○ Reduce carbon emissions and energy costs for Essex Highways by supporting the development of new strategies that promote clean growth and the use of affordable energy.</li> </ul> </li> <li>• <b>Transform the council to achieve more with less</b> Limit cost and drive growth in revenue <ul style="list-style-type: none"> <li>○ Optimise revenue from services, by charging appropriately and realising commercial benefit</li> <li>○ Drive out inefficiency, by reducing costs, increasing productivity and adopting lean methodology.</li> <li>○ Work collaboratively with partners to deliver maximum value for taxpayers' money that is spent through Essex Highways.</li> </ul> </li> </ul>



### Section 3: Evidence/data about the user population and consultation<sup>1</sup>

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p>All users of the Essex Highways network are likely to be affected if the planned delivery of Essex Highways works and services are delayed.</p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>No, as this will impact all Essex Highways network users not just identified groups.</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary. Please include any reasonable adjustments, e.g. accessible formats, you will provide as part of the consultation process for disabled people:</p> <p>We regularly undertake best practice sharing and consultation with our peers both locally and nationally. We undertake annual customer satisfaction surveys and use the information we receive back to manage public expectation.</p>

<sup>1</sup> Data sources within EEC. Refer to Essex Insight:  
<http://www.essexinsight.org.uk/mainmenu.aspx?cookieCheck=true>  
with links to JSNA and 2011 Census.



## Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Age	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Disability – learning disability	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Disability – mental health issues	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Disability – physical impairment	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Disability – sensory impairment (visual, hearing and deafblind)	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Gender/Sex	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Gender reassignment	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Marriage/civil partnership	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Pregnancy/maternity	Neutral – county wide decision not targeted at specific groups, no change to service standard	



Race	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Religion/belief	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Sexual orientation	Neutral – county wide decision not targeted at specific groups, no change to service standard	
<b>Cross-cutting themes</b>		
<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Socio-economic	Neutral – county wide decision not targeted at specific groups, no change to service standard	
Environmental, eg housing, transport links/rural isolation	Neutral – county wide decision not targeted at specific groups, no change to service standard	



## Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No <input checked="" type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' <b>YES</b> ', use the action plan at <b>Section 6</b> to describe the adverse impacts and what mitigating actions you could put in place.



## Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.





**Section 7: Sign off**

**I confirm that this initial analysis has been completed appropriately.  
(A typed signature is sufficient.)**

Signature of Head of Service: Andrew Cook

Date: 25<sup>th</sup> April 2019

Signature of person completing the EqlA: Deana James

Date: 25<sup>th</sup> April 2019

**Advice**

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

