

Equalities Comprehensive Impact Assessment v3 - optional ECIA review

Reference: ECIA551366170

Submitted: 06 October 2023 13:08 PM

Executive summary

Title of policy / decision: Procurement of fuel cards for commercial vehicles

Policy / decision type: Cabinet Decision

Overview of policy / decision: The decision is to seek approval to procure fuel card requirements for Essex County Council commercial vehicles. A fuel card allows drivers of ECC commercial vehicles to fill up at any filling station and present the fuel card to enable the transaction. The card can be used for fuel, oils, Ad-blue and wash facilities for registered ECC vehicles, including minibuses, library vehicles, some school vehicles and other services.

What outcome(s) are you hoping to achieve?: This decision is to enable the authority to compliantly purchase fuel for its commercial vehicles.

Executive Director responsible for policy / decision: Nicole Wood (Corporate Services')

Cabinet Member responsible for policy / decision: Cllr Chris Whitbread (Chancellor of Essex)

Is this a new policy / decision or a change to an existing one?: New policy / decision

How will the impact of the policy / decision be monitored and evaluated?: Through the contract management team there will be a central hold on the overall performance of fuel cards including cost checks.

Will this policy / decision impact on:

Service users: No

Employees: Yes

Wider community or groups of people: No

If the policy decision impacts on employees, provide details here and include potential impacts on identified groups later in the form: This Decision will impact employees across the business, including internal fleets.

The contract will provide ECC with access to a lower cost per litre of fuel compared with usual pump prices, and will continue to be issued for each vehicle so reduces the opportunity for fraud.

What strategic priorities will this policy / decision support?: Strong, Inclusive and Sustainable Economy, High Quality Environment, Health, Independence and Wellbeing for All Ages, A good place for Children and Families to Grow

Which strategic priorities does this support? - Economy?: Good jobs, Infrastructure, Future growth and investment, Green growth

Which strategic priorities does this support? - Environment: Net zero, Transport and built environment, Minimise waste

Which strategic priorities does this support? - Health: Healthy lifestyles, Promoting independence, Carers, Levelling up health

Which strategic priorities does this support? - Families: Education outcomes, Family resilience and stability, Safety, Outcomes for vulnerable children, Levelling up outcomes for families

What geographical areas of Essex will the policy / decision affect?: All Essex

Digital accessibility

Is the new or revised policy linked to a digital service (website, system or application)?: No

Equalities - Groups with protected characteristics

Age

Nature of impact: None

Disability - learning disability

Nature of impact: None

Disability - mental health issues

Nature of impact: None

Disability - physical impairment

Nature of impact: None

Disability - sensory impairment

Nature of impact: None

Sex

Nature of impact: None

Gender reassignment

Nature of impact: None

Marriage / civil partnership

Nature of impact: None

Pregnancy / maternity

Nature of impact: None

Race

Nature of impact: None

Religion / belief

Nature of impact: None

Sexual orientation

Nature of impact: None

Rationale for assessment, including data used to assess the impact: N/A

What actions have already been taken to mitigate any negative impacts?:

Levelling up - Priority areas & cohorts

Children and adults with SEND, learning disabilities or mental health conditions (taking an all-age approach)

Nature of impact: None

Children on Free School Meals

Nature of impact: None

Working families

Nature of impact: None

Young adults (16-25 who have not been in education, training or employment for around 6-12 months)

Nature of impact: None

Residents of Harlow

Nature of impact: None

Residents of Jaywick and Clacton

Nature of impact: None

Residents of Harwich

Nature of impact: None

Residents of Basildon (Town) housing estates

Nature of impact: None

Residents of Canvey Island

Nature of impact: None

Residents of Colchester (Town) - Housing Estates

Nature of impact: None

Residents of Rural North of the Braintree District

Nature of impact: None

Rationale for assessment, including data used to assess the impact: N/A

What actions have already been taken to mitigate any negative impacts?: N/a

Equalities - Inclusion health groups and other priority groups

Refugees / asylum seekers

Nature of impact: None

Homeless / rough sleepers

Nature of impact: None

People who experience drug and alcohol dependence

Nature of impact: None

Offenders / ex-offenders

Nature of impact: None

Victims of modern slavery

Nature of impact: None

Carers

Nature of impact: None

Looked after children / care leavers

Nature of impact: None

The armed forces community (serving personnel and their families, veterans, reservists and cadets)

Nature of impact: None

People who are unemployed / economically inactive

Nature of impact: None

People on low income

Nature of impact: None

Sex workers

Nature of impact: None

Ethnic minorities

Nature of impact: None

Gypsy, Roma, and Traveller communities

Nature of impact: None

People with multiple complex needs or multi-morbidities

Nature of impact: None

Rationale for assessment, including data used to assess the impact: N/A

What actions have already been taken to mitigate any negative impacts?:

Equalities - Geographical Groups

People living in areas of high deprivation

Nature of impact: None

People living in rural or isolated areas

Nature of impact: None

People living in coastal areas

Nature of impact: None

People living in urban areas

Nature of impact: None

Rationale for assessment, including data used to assess the impact: N/A

What actions have already been taken to mitigate any negative impacts?:

Families

Family formation (e.g. to become or live as a couple, the ability to live with or apart from children)

Nature of impact: None

Families going through key transitions e.g. becoming parents, getting married, fostering or adopting, bereavement, redundancy, new caring responsibilities, onset of a long-term health condition

Nature of impact: None

Family members' ability to play a full role in family life, including with respect to parenting and other caring responsibilities

Nature of impact: None

Families before, during and after couple separation

Nature of impact: None

Families most at risk of deterioration of relationship quality and breakdown

Nature of impact: None

Rationale for assessment, including data used to assess the impact: N/A

What actions have already been taken to mitigate any negative impacts?:

Crime & Disorder

Crime and disorder

Nature of impact: None

The misuse of drugs, alcohol and other substances

Nature of impact: None

Re-offending

Nature of impact: None

Serious violence

Nature of impact: None

Rationale for assessment, including data used to assess the impact:

N/A

(If negative impact assessed) What actions will be undertaken to mitigate negative impacts, including timescales:

What actions have already been taken to mitigate any negative impacts?:

N/A

How could you strengthen any positive impact(s)?:

Climate

Does your decision / policy involve development or re-development of buildings or infrastructure?: No

Does your decision / policy take place in, or make use of, existing buildings or infrastructure?: No

Does your decision / policy involve elements connected to transport, travel or vehicles? This includes travel needs / requirements of both service users and staff (including staff you're planning to recruit): Yes

Where are staff or service users coming from and how are they travelling?: Our staff using commercial vehicles predominantly live local to their work location, minimising travel.

If car travel is unavoidable, are you specifying electric cars and vehicles?: No

What is your transition plan to introduce electric vehicles?: The staff using fuel cards will be using their own method of transport. ECC are introducing an EV salary sacrifice scheme for electric only cars for employees.

Are you undertaking a procurement exercise?: Yes

Please confirm for purchase over £100k that you have a carbon reduction plan as part of your procurement: N/A

Please list which climate TOMS (Themes, outcomes & measures) you have included in your procurement and the weighting these have been given: These are currently being defined

Does your decision / policy involve the purchase of goods or materials?: Yes

Have you considered making use of goods / materials that already exist in the organisation, or using second-hand equipment?: N/A

Will you purchase goods that are durable and long lasting, and can be easily maintained or repaired?:
N/A

Will you source goods / materials from a local provider where possible?: Yes

Will you use goods or materials made with recycled content and / or recyclable at the end of their life?:
N/A

Will any waste be generated by this decision? This includes waste from construction, waste generated by service users / staff, and waste generated by replacing existing products / materials with new: No

Nature of impact

Built Environment / Energy: None

Sustainable Transport / Travel: Positive

Waste: None

Extent of impact

Sustainable Transport / Travel: Low

Rationale for assessment, including data used to assess the impact: There will be a positive impact on service users who travel in our minibuses, the contract will enable us to fuel locally, causing minimal disruption.

What actions have already been taken to mitigate any negative impacts?:

Action plan to address and monitor adverse impacts

Does your ECIA indicate that the policy or decision would have a medium or high adverse impact on one or more of the groups / areas identified?: No

Details of person completing the form

I confirm that this has been completed based on the best information available and in following ECC guidance: I confirm that this has been completed based on the best information available and in following ECC guidance

Date ECIA completed: 02/10/2023

Name of person completing the ECIA: Garry Plummer

Email address of person completing the ECIA: garry.plummer@essex.gov.uk

Your function: Corporate Services

Your service area: Business Support

Your team: Fleet Team

Are you submitting this ECIA on behalf of another function, service area or team?: No

Email address of Head of Service: sharon.harrington@essex.gov.uk