

KCC - Growth, Environment and Transport Directorate (GET).

Equality Analysis / Impact Assessment (EqIA) template

Name of decision, policy, procedure, project or service:

GET HTW Professional Services Framework Contract.

Brief description of policy, procedure, project or service

The Professional Services Framework Contract provides Kent County Council with the provision of a multi-disciplinary consultancy service with a wide range of professional services within the Local Authority boundaries of Kent and Medway.

The Professional Services Framework Contract (PSFC) started on 1 April 2020 for a four-year term. A short-term extension has been taken until the 31st August 2024, to allow sufficient time to carry out Market Engagement and a compliant procurement exercise in order to procure a new framework for a 6 year term (4 years + 2 year extension option) this is due to start on the 1st August 2024.

The framework works very well and generates competitive tension to deliver best value and has proved popular with Kent County Council's officers as it has given them the flexibility needed to take different approaches to different challenges.

The Framework helps Highways & Transportation to fulfil their statutory obligations as the Highway Authority and to support HTW Strategic Outcomes, in particular:

- Fewer people killed or seriously injured on Kent's Roads (Vision Zero)
- Growth and economic prosperity through an efficient highway and transport infrastructure
- Everyone can choose to travel safely, efficiently, and pleasantly to employment, education, social and cultural opportunities.

Aims and Objectives

Kent County Council wishes to secure the services of suppliers to undertake specialist levels of technical, environmental and engineering professional services. These outputs supply the County Council with engineering expertise to plan and design new highway infrastructure, including assessment of structural assets or specialist advice.

The required core services fall within five main areas:

- Highways and Engineering

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- Transportation services
- Strategy Planning and Enforcement
- Surveys and Investigations
- Commercial Services

The Framework currently delivers a multidisciplinary services, and technical competency across the areas listed above. There is a separate works order for each phase of work from feasibility to detailed design and construction support. The framework creates competitive commercial tension and deliver best value.

As of December 2023, a total of £25.3m worth of services across 288 package orders have been processed through this Framework. There has been a substantial increase in the volume commissioned work through the Framework than envisioned during the previous procurement exercise. The estimated total Framework contract value published on the Contract award notice was £16m, which has been significantly exceeded. This is to a large degree due to a number of successful funding bids for central government funding to deliver major capital projects.

The Council currently use the NEC3 Framework Contract and NEC3 Professional Services Contract. A transition to NEC4 is being considered, in line with other KCC Frameworks and Contracts.

The New Framework Contract is anticipated to commence on the 1st of August 2024 and will continue for a period of 4 years with an option to extend for a further 2 x periods of 12 months.

There are no immediate financial commitments to KCC from developing this zero-value framework, as the Council is only required to pay for consultancy services as commissioned. KCC does not incur any financial risk by having the Framework in place. However, it is envisaged that once the Framework is established, expenditure over the initial 4-year period may be in the region of £27,000,000.

The framework will deliver competitive commercial tension and deliver best value. We have a pipeline of works to ensure that our consultants have an opportunity to bid for projects and can organise their resources. works will be award via

- Direct award
- Mini competition

JUDGEMENT

Set out below the implications you have found from your assessment for the relevant Protected Groups. If any negative impacts can be justified, please clearly explain why.

The services to be provided within this Framework contract are centred around KCC fulfilling its statutory obligations as the Highway Authority and supporting HTW Strategic Outcomes of:

- Fewer people killed or seriously injured on Kent's Roads
- Growth and economic prosperity through an efficient highway and transport infrastructure
- Everyone can choose to travel safely, efficiently, and pleasantly to employment, education, social and cultural opportunities.

The Framework does not affect any protected groups, but it will allow H&T to positively impact all residents of the county in the subsequent commissions within. It does allow H&T officers access to services that will encourage and promote further consideration and promotion of **equal opportunities for all groups**

The subsequent projects commissioned through this contract shall have individual more specific EQIAs undertaken when required. Therefore 'No Major Change' is anticipated.

I have found the Adverse Equality Impact Rating to be Low

There is no adverse rating of this contract.

GET Document Control

Revision History

Version	Date	Authors	Comment
V1	09/10/2019	Chris Beck	NA
V2	02/09/2023	Terrie Coake	Updated for Business case
V3	06/01/2024	Terrie Coake	Minor adjustments to account for findings from Market Engagement Sessions
V1 (this should be assigned to the version the Director signs off)			

Document Sign-Off (this must be both the relevant Head of Service and the relevant Director)

Attestation

I have read and paid due regard to the Equality Analysis/Impact Assessment. I agree with the actions to mitigate any adverse impact(s) that has /have been identified.

Name	Signature	Title	Date of Issue
Tim Read		Head of Service	

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Haroon Chughtai		Director	
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Part 1 - Screening

Regarding the decision, policy, procedure, project or service under consideration,

Q1: Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent?

NO

Q2: Could this policy, procedure, project or service promote equal opportunities for this group?

This contract is a method to promote ongoing consideration of equal opportunities to all groups for every project.

Please note that there is no justification for direct discrimination; and indirect discrimination will need to be justified according to the legal requirements

Protected Group	You <i>MUST</i> provide a brief commentary as to your findings, or this EqlA will be returned to you unsigned			
	High Negative Impact	Medium Negative Impact	Low Negative Impact	High/Medium/Low Favourable Impact
Age	No	No	No	Favourable impact as the contract will allow Officers the means to commission work at pace to promote the strategic objectives of ensuring everyone can choose to travel safely,
Disability	No	No	No	
Sex	No	No	No	
Gender identity/ Transgender	No	No	No	

Race	No	No	No	efficiently and pleasantly to employment, education, social and cultural opportunities. By the commissioning the suppliers to undertake Highway improvement schemes that take into account all protected groups requirements.
Religion and Belief	No	No	No	
Sexual Orientation	No	No	No	
Pregnancy and Maternity	No	No	No	
Marriage and Civil Partnerships	No	No	No	
Carer's Responsibilities	No	No	No	

Part 2 - Full Equality Analysis /Impact Assessment

(Expand all sections as required)

From the screening grid, identify the Protected Groups impacted

(Who will be affected by the changes?)

Information and Data used to carry out your assessment

(Please list your data source and if you have it provide a link to source. Please highlight any gaps)

Who have you involved consulted and engaged with?

(Please list stakeholders)

Analysis

(What have you found out and what does it tell you about protected groups)

Adverse Impact,

(What is the effect on the protected group? Please state mitigation in the action plan provided in Part 3, if an action is intended)

Positive Impact:

(Please highlight any positive impacts in relation to protected groups)

JUDGEMENT

Set out below the implications you have found from your assessment for the relevant Protected groups. If any negative impacts can be justified please clearly explain why. Your judgement should explicitly articulate whether you intend

- **No major change** - no potential for discrimination and all opportunities to promote equality have been taken
- **Adjust and continue** - adjust to remove barriers or better promote equality
- **Continue the policy** - despite potential for adverse impact or missed opportunity. Set out the justifications: there is no justification for direct discrimination; and indirect discrimination will need to be justified according to the legal requirements.

- **Stop and remove the policy** – policy shows actual or potential unlawful discrimination it must be stopped and removed or changed

Next Steps

1. **Having completed Part 2, if you have identified potential for adverse impact on particular groups and have found scope to improve the proposal, then move to Part 3**
2. **Having completed Part 2, if you have identified potential for adverse impact on particular groups but no scope to improve the proposal (remembering that there is no justification for direct discrimination; and indirect discrimination will need to be justified according to the legal requirements) then please complete the Judgement and the Summary RAG Rating above, and submit this form to your Head of Service and Director for sign off. Once they have both signed, please send to GETcsp@kent.gov.uk and diversityinfo@kent.gov.uk with the title of the project clearly stated along with 'Final EqIA'. It will then be logged and published on the KCC Intranet as well as available to external customers upon request.**
3. **If the activity will be subject to a Cabinet decision, the EqIA must be submitted to Democratic Services democratic.services@kent.gov.uk along with the relevant Cabinet report.**
4. **The original signed hard copy and electronic copy should be kept with your team for audit purposes**

Part 3 - Action Plan

Document the range of options and identify the effects of each. Identify the option(s) chosen and document the reasons for this.

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Resource implications

Have the actions been included in your business/ service plan? (If no please state how the actions will be monitored)

Yes/No

Next Steps

1. Having completed Part 3, then then please complete the Judgement and the Summary RAG Rating above, and submit this form to your Head of Service and Director for sign off. Once they have both signed, please send to GETcsp@kent.gov.uk and diversityinfo@kent.gov.uk with the title of the project clearly stated along with 'Final EqIA'. It will then be logged and published on the KCC Intranet as well as available to external customers upon request.
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