

KCC – Highways Transportation and Waste (HTW).

Equality Analysis / Impact Assessment (EqIA) template

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

Highway Term Services Commissioning Programme (HTSCP)

Brief description of policy, procedure, project or service

Highways, Transportation and Waste (HTW) are evaluating the current services delivered by the Highway Term Maintenance Contract (HTMC) and considering options for the future delivery model. It has been proposed to extend the contract with the incumbent contractor until 31st May 2021, after which point services will be disaggregated between specialist, county-wide and 'core services' (operating on a sub-county localised basis) contracts. The optimal size and value of the core and specialist contacts has yet to be determined. Some of the services covered within the current contract include:

- Routine Maintenance (carriageway & footway repairs)
- Highways Improvement Schemes <£100,000
- Structures Maintenance
- High Speed Road Maintenance - including Traffic Management
- Emergency and Out of Hours Response
- Winter Service
- Drainage Improvements and Repairs
- Patching and Small Resurfacing
- Signs Maintenance and Improvements (non-illuminated only)
- Lining Maintenance and Improvements
- Gully and soakaways and catch pit emptying
- Barrier repairs and maintenance

Date Document Updated 13/02/2020

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This EqIA focuses on customer considerations and currently relates to the 'analyse' and 'plan' phase of the project. Options will be considered throughout and this EqIA will be reviewed / updated at each subsequent phase of the project.

The HTSCP is centred on the implementation of a contract delivery model that enables all the service areas within HTW to deliver their business' objectives. Any decisions on what services are commissioned, the spend levels and what type of works are completed through a financial year, will not be included within this programme. Additionally, any impact on the customer through policy changes and works affecting localised areas will be evaluated separately to this programme and is the responsibility of the individual asset manager or head of service.

Aims and Objectives

Kent County Council (KCC) is re-evaluating the current delivery model of the HTMC and seeking to determine the most appropriate delivery model to replace the existing term maintenance contract (to maintain, repair and improve existing and new infrastructure) when it expires in May 2021. The programme team are currently in the 'Analyse' phase of the four-step approach of the commissioning cycle.

- Analyse phase
- Plan phase
- Do phase
- Review phase – this will be carried out throughout the life of the project

Please find details of HTW customers below, and how they interact with the current service.

- Contractors/suppliers - use the contract itself, and provide the services required.
- Other customers, who benefit from the contract, include Parish Councils, County Council Members and members of the public.
- KCC have a number of service level agreements and internal arrangements with other areas of the council (some are based on internal 'fee' arrangements, and others simply on resource availability) these are very important to the delivery of our services to customers (e.g. Legal, Information & Communication Technology and Property).

HTW staff are committed to understanding our customers' needs, to help us commission services that build sustainable communities for tomorrow. Throughout the delivery of the HTSCP the programme team will be mindful of HTW outcomes:

1. Fewer people killed or seriously injured on Kent's roads.
2. Customer satisfaction by providing 'the right services in the right way for the right people'
3. Cost effective statutory and discretionary services by commissioning well and being commercially astute.
4. Growth and economic prosperity through an efficient highway and transport infrastructure.
5. People can travel safely, efficiently and pleasantly to employment, education, social and cultural opportunities.
6. Maximise inward investment into Kent.
7. Retaining a motivated workforce with high levels of job satisfaction.

The overall aim of the programme is to agree a delivery model, and secure contracts which continue to maintain, repair and improve existing and new infrastructure. This will accord with '*Spending the Council's Money*'.

HTW delivers services that are used by most, if not all, residents in Kent and those who travel through it. Our primary focus is to ensure everyone can travel as safely as possible on our highway network.

The intended beneficiaries are the travelling public in Kent such as residents, communities and businesses, now and in the future as the highway infrastructure is maintained to a safe standard and improved wherever possible.

JUDGEMENT

Our findings are that there are no Protected Characteristics that will be impacted upon either positively or negatively during the 'Analyse' phase of the project.

There is **no major change** or type/volume to the services being delivered to the public, and therefore no interaction is needed at this stage.

If services within the contract change their policy or if projects directly affect Kent residents (e.g. removal of a zebra crossing), individual associated EqIAs will be carried out by the responsible manager.

Option 1 – Screening Sufficient YES

Following this initial screening our judgement is that no further action is required.

Justification: By completing this EqIA we believe that no adverse impact has been identified that requires further analysis, consultation and action during the 'Analyse' phase of the project.

Option 2 – Internal Action Required NO

Option 3 – Full Impact Assessment NO

I have found the Adverse Equality Impact Rating to be **Low**

GET Document Control

Revision History

Version	Date	Authors	Comment
V0.1	03/01/2020	Milly Massy	This EqIA relates to the analyse phase of the HTSCP
V0.2	06/01/2020	Robert Clark	Reviewing the EqIA to approve before sign off
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
Andrew Loosemore		Head of Highway Asset Management	
Simon Jones		Director of Highway, Transportation and Waste	

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Part 1 - Screening

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?

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

No internal action required. Findings shows that no adverse impacts have been identified for customers at this stage of the project. However, some options listed under the 'aims and objectives' section could result in a reduction in service provision due to potential price increases. This has been identified on the project risk register and will be reviewed throughout the programme. Any decision on day to day management of works or policies is outside of the scope of these works, as the programme is only facilitating contractual mechanisms to commission work.

Protected Group	You <i>MUST</i> provide a brief commentary as to your findings, or this EqlA will be returned to you unsigned			High/Medium/Low Favourable Impact
	High Negative Impact	Medium Negative Impact	Low Negative Impact	
Age			None	None
Disability			None	None
Sex			None	None
Gender identity/ Transgender			None	None
Race			None	None

Religion and Belief			None	None
Sexual Orientation			None	None
Pregnancy and Maternity			None	None
Marriage and Civil Partnerships			None	None
Carer's Responsibilities			None	None

Part 2 - Full Equality Analysis /Impact Assessment

Not Applicable

Part 3 - Action Plan

Not Applicable