

## EQIA Submission – ID Number

### Section A

**EQIA Title**

Minor Works Framework

**Responsible Officer**

James Sanderson - ST INF

### Type of Activity

**Service Change**

No

**Service Redesign**

No

**Project/Programme**

No

**Commissioning/Procurement**

Commissioning/Procurement

**Strategy/Policy**

No

**Details of other Service Activity**

No

### Accountability and Responsibility

**Directorate**

Strategic and Corporate Services

**Responsible Service**

Infrastructure and Strategic Commissioning

**Responsible Head of Service**

James Sanderson - ST INF

**Responsible Director**

Rebecca Spore - ST INF

### Aims and Objectives

The Minor Works programme consists of small individual packages of work traditionally under £1m. The categories of work include general maintenance, roofing, boilers and windows across corporate and educational sites.

Projects valued under £50k within this programme were typically delivered by the Total Facilities Management contractors through their supply chains, which expired on 31 October 2022. These works are currently being delivered through the new Hard Facilities Management (FM) contract recently awarded to Skanska although this are competitively tendered it is not a core part of the new contract with Skanska

It is proposed that KCC develops a Minor Works Framework with fewer contractors to deliver the future work pipeline. If adopted, this will lead to significant change in the way that the Council delivers this programme.

Due to the different categories of work, it is proposed to split lots into the following specialisms:

General Building Work

Roofing

Electrical

Mechanical

Asbestos Removal

## Asbestos Survey

The proposal of between appointing two and six suppliers each lot was due to the varying nature and volumes of the works which will ensure sufficient competition. It is expected that least 90% of the works will be competitively tendered, with only emergency works directly awarded on a capacity basis via rotation. For instance, if a school boiler was not working, the Council can remedy the fault quickly. This approach will reduce the time and resources required to openly tender work opportunities across a greater number of suppliers.

There is no guarantee of work through the Framework. All schemes awarded to suppliers will form their own call off contract, and such projects will need to be taken through the appropriate internal governance process. This agreement will provide an efficient route to market for approved decisions.

The framework will be in place for a minimum of four years, with scope for a potential two-year extension if permissible.

While the primary purpose of the framework is to deliver KCC future capital programme, it is proposed that other public sector organisations in Kent will be able to use the framework.

## Section B – Evidence

**Do you have data related to the protected groups of the people impacted by this activity?**

Yes

**It is possible to get the data in a timely and cost effective way?**

No

**Is there national evidence/data that you can use?**

No

**Have you consulted with stakeholders?**

Yes

**Who have you involved, consulted and engaged with?**

Infrastructure and Strategic Commissioning  
Informal Market Engagement

**Has there been a previous Equality Analysis (EQIA) in the last 3 years?**

No

**Do you have evidence that can help you understand the potential impact of your activity?**

Yes

## Section C – Impact

**Who may be impacted by the activity?**

**Service Users/clients**

Service users/clients

**Staff**

Staff/Volunteers

**Residents/Communities/Citizens**

Residents/communities/citizens

**Are there any positive impacts for all or any of the protected groups as a result of the activity that you are doing?**

Yes

**Details of Positive Impacts**

Minor works projects being delivered through this framework generally support keeping KCC's estate warm, safe and dry

<b>Negative impacts and Mitigating Actions</b>
19. Negative Impacts and Mitigating actions for Age
<b>Are there negative impacts for age?</b>
No
<b>Details of negative impacts for Age</b>
Not Applicable
<b>Mitigating Actions for Age</b>
Not Applicable
<b>Responsible Officer for Mitigating Actions – Age</b>
Not Applicable
20. Negative impacts and Mitigating actions for Disability
<b>Are there negative impacts for Disability?</b>
No
<b>Details of Negative Impacts for Disability</b>
Not Applicable
<b>Mitigating actions for Disability</b>
Not Applicable
<b>Responsible Officer for Disability</b>
Not Applicable
21. Negative Impacts and Mitigating actions for Sex
<b>Are there negative impacts for Sex</b>
No
<b>Details of negative impacts for Sex</b>
Not Applicable
<b>Mitigating actions for Sex</b>
Not Applicable
<b>Responsible Officer for Sex</b>
Not Applicable
22. Negative Impacts and Mitigating actions for Gender identity/transgender
<b>Are there negative impacts for Gender identity/transgender</b>
No
<b>Negative impacts for Gender identity/transgender</b>
Not Applicable
<b>Mitigating actions for Gender identity/transgender</b>
Not Applicable
<b>Responsible Officer for mitigating actions for Gender identity/transgender</b>
Not Applicable
23. Negative impacts and Mitigating actions for Race
<b>Are there negative impacts for Race</b>
No
<b>Negative impacts for Race</b>
Not Applicable
<b>Mitigating actions for Race</b>
Not Applicable
<b>Responsible Officer for mitigating actions for Race</b>
Not Applicable
24. Negative impacts and Mitigating actions for Religion and belief
<b>Are there negative impacts for Religion and belief</b>
No
<b>Negative impacts for Religion and belief</b>

Not Applicable
<b>Mitigating actions for Religion and belief</b>
Not Applicable
<b>Responsible Officer for mitigating actions for Religion and Belief</b>
Not Applicable
<b>25. Negative impacts and Mitigating actions for Sexual Orientation</b>
<b>Are there negative impacts for Sexual Orientation</b>
No
<b>Negative impacts for Sexual Orientation</b>
Not Applicable
<b>Mitigating actions for Sexual Orientation</b>
Not Applicable
<b>Responsible Officer for mitigating actions for Sexual Orientation</b>
Not Applicable
<b>26. Negative impacts and Mitigating actions for Pregnancy and Maternity</b>
<b>Are there negative impacts for Pregnancy and Maternity</b>
No
<b>Negative impacts for Pregnancy and Maternity</b>
Not Applicable
<b>Mitigating actions for Pregnancy and Maternity</b>
Not Applicable
<b>Responsible Officer for mitigating actions for Pregnancy and Maternity</b>
Not Applicable
<b>27. Negative impacts and Mitigating actions for Marriage and Civil Partnerships</b>
<b>Are there negative impacts for Marriage and Civil Partnerships</b>
No
<b>Negative impacts for Marriage and Civil Partnerships</b>
Not Applicable
<b>Mitigating actions for Marriage and Civil Partnerships</b>
Not Applicable
<b>Responsible Officer for Marriage and Civil Partnerships</b>
Not Applicable
<b>28. Negative impacts and Mitigating actions for Carer's responsibilities</b>
<b>Are there negative impacts for Carer's responsibilities</b>
No
<b>Negative impacts for Carer's responsibilities</b>
Not Applicable
<b>Mitigating actions for Carer's responsibilities</b>
Not Applicable
<b>Responsible Officer for Carer's responsibilities</b>
Not Applicable