

KCC – Highways Transportation and Waste (HTW).

Equality Analysis / Impact Assessment (EqIA) template

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

Soft Landscape Urban Grass, Shrubs, Hedges and Rose Bed Maintenance Contract

Brief description of policy, procedure, project or service

The Urban Grass, Shrubs, Hedges and Rose Bed Maintenance Contract (UGSHRMC) is currently delivered by Commercial Services Trading Limited (Trading as Landscape Services) and expires on the 30th December 2020. A replacement contract will be sought prior to the end date. This contract will allow for the prescribed services to be delivered for an initial 60-month period with potential extensions.

The Council has a legal duty to keep roads and pavements clear of vegetation for the safe passage of highway users. The main service areas comprise of urban grass, shrub and hedge cutting to contribute to visual amenity. The main activities required under this contract comprise:

- Six Programmed Urban Grass Cutting visits
- One Shrub bed maintenance visit
- One Hedge maintenance visit
- Conservation Verge and Wildflower programmed maintenance visits
- Other programmed activities

Aims and Objectives

HTW staff are committed to understanding our customers' needs, to help us commission services that build sustainable communities for tomorrow. Throughout the procurement of this contract the 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 procurement is to guarantee service delivery and continue to meet KCC's obligations as the Highway Authority with sound grounding in asset management principals.

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 as a consequence of the proposed procurement.

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. large-scale or long-term resurfacing schemes), 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’ and ‘Plan’ 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	03/09/2020	Milly Massy	This EqIA relates to the UGSHRMC project
V0.2	07/09/2020	Robert Clark	Reviewing the EqIA to approve before sign off
V1	07/09/2020		Sent for Andrew Loosemore and Simon Jones approval

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	07/09/2020
Simon Jones		Director of Highway, Transportation and Waste	07/09/2020

Date Document Updated September 2020

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