

Equality Impact Assessment (EIA) Tool

Please ensure you have read the [guidance pages](#) prior to completing this tool

Document Control

Control Details:	
Title of EIA/ Decision (DDM):	Highway Services Annual Procurement Requirements 2024-26
Budget booklet code (if applicable):	
If this is a budget EIA please ensure the title and budget booklet code is the same as the title used within the budget booklet	
Name of author (Assigned to Pentana):	Meagan Milic
Department:	Resident Services
Director:	Mary Lester
Division:	Communities, Environment and Resident Services
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Strategic Budget EIA:	Yes - It is anticipated that the spend will be 97% aligned to external capital grant and 3% to NCC revenue, serving highway maintenance.
Exempt from publication:	No
Date decision due to be taken:	9 th July 2024

Document Amendment Record

Version	Author	Date
V 01	Meagan Milic	11/06/24

Contributors/Reviewers (Anyone who has contributed to this document to be named)

Name	Title role	Date
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Meagan Milic	Compliance & Procurement Manager	11/06/24
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Glossary of Terms

Term	Description
SfP	Streets for People
ACF	Area Capital Fund
LTP	Local Transport Plan
ONS	Office for National Statistics
IMD	Indices of Multiple Deprivation
NCC	Nottingham City Council
EIA	Equality Impact Assessment
ITB	Integrated Transport Block

Section 1 – Equality Impact (NCC staff/ Service users/ Citizen/ Community impact)

1. a. Brief description of proposal/ policy/ service to be assessed

This Equality Impact Assessment (EIA) supports the procurement process of Highway Frameworks, enabling Highway Services to continue delivering works and services in a compliant manner. This ensures the fulfilment of statutory obligations (under Section 41 of the Highways Act 1980), to maintain the highway and supports all Transport Services in providing compliant delivery options.

1. b. Information used to analyse the equalities implications

All contracts will be let in line with the council's procurement policy and public procurement regulations.

Included in these contracts will be a framework management process where expected levels of performance will be monitored. These include but are not limited to, the following:

- Greater than 5% of the workforce will be 'Women in Construction'.
- Greater than 4% being Apprentices.
- Greater than 65% of the supply chain being Small, Medium size Enterprises (SME's).

1. c. Who will be affected and how?

Impact type (NCC staff/ Service users/ Citizens/ Community)	Equality group/ individual	Positive	Negative	None	Reasons for your assessment (Including evidence)	Details of mitigation/ actions taken to advance equality	Details of any arrangements for future monitoring of equality impact (Including any action plans)
Community	People from different ethnic groups	X	X	X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Men			X	This Approval is for procurement only. Any spend on works or		

					services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Women			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Trans			X	This Approval is for procurement only. Any spend on works or services		

					through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Disabled people/ carers			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Pregnancy and maternity			X	This Approval is for procurement only. Any spend on works or services through these frameworks will		

					be subject to separate 'approval' and individuals 'EIA's'.		
Community	Marriage/Civil Partnership			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	People of different faiths/ beliefs and those with none			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to		

					separate 'approval' and individuals 'EIA's'.		
Community	Lesbian/ Gay/ Bisexual people			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Older			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate		

					'approval' and individuals 'EIA's'.		
Community	Younger			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.		
Community	Care Experience (Please refer to the guidance notes for further information)			X	This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and		

					individuals 'EIA's'.		
	<p>Other (e.g. cohesion/ good relations, vulnerable children/ adults), socio-economic background.</p> <p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p>						

1. d. Summary of any other potential impact (including cumulative impact/ human rights implications):

This Approval is for procurement only. Any spend on works or services through these frameworks will be subject to separate 'approval' and individuals 'EIA's'.

Section 2 – Equality outcome

Please include summary of the actions identified to reduce disproportionate negative impact, advance equality of opportunity and foster good relations. Please pull out all of the mitigations you have identified and summarise them in this action plan


Equality Outcome	Adjustments to proposal and/or mitigating SMART actions	Lead Officer	Date for Review/ Completion	Update/ complete
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<p>Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010.</p>	<p>To ensure historic standards are maintained through a period of monitoring and clear outcomes. Monitoring will take place through quarterly engagement with framework contractors. Any breaches of the Equality Act 2010 highlighted as part of that engagement will lead to the contractor being in special measures, thereafter contract procedures would commence.</p>	<p>Meagan Milic</p>	<p>July 2028</p>	
<p>Advance equality of opportunity between those who share a protected characteristic and those who don't</p>	<p>To ensure historic standards are maintained through a period of monitoring and clear outcomes. Monitoring will take place through quarterly engagement with framework contractors. Any breaches of the Equality Act 2010 highlighted as part of that engagement will lead to the contractor being in special measures, thereafter contract procedures would commence.</p>	<p>Meagan Milic</p>	<p>July 2028</p>	
<p>Foster good relations between those who share a protected characteristic and those who don't</p>	<p>To ensure historic standards are maintained through a period of monitoring and clear outcomes. Monitoring will take place through quarterly engagement with framework contractors.</p>	<p>Meagan Milic</p>	<p>July 2028</p>	

	Any breaches of the Equality Act 2010 highlighted as part of that engagement will lead to the contractor being in special measures, thereafter contract procedures would commence.			
(Please add other equality outcomes as required – e.g. mitigate adverse impact identified for people with a disability)	N/A	N/A	N/A	

Please note: All actions will need to be uploaded onto Pentana

Section 3 – Approval and publishing

<p>The assessment must be approved by the manager responsible for the service /proposal. Approving Manager details (name, role, contact details):</p> <p>Chris Keane Head of Highway Services chris.keane@nottinghamcity.gov.uk</p>	<p>Date sent for advice:</p> <p>17/6/24</p>
<p>Approving Manager Signature:</p> 	<p>Date of final approval:</p> <p>17/6/24</p>

For further information and guidance, please visit the [Equality Impact Assessment Intranet Pages](#)

Nottingham City Council

Alternatively, you can contact the Equality and Employability Team by telephone on 0115 876 2747

Send document or link for advice and/ or publishing to: edi@nottinghamcity.gov.uk

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.