



# Equality Impact Assessment (EIA) form for activities affecting the workforce

## 1. Name of Service Area/Directorate

Name of Head of Service for area being assessed:  
Mark Averill- Interim Service Director Transport & Highways  
Directorate: Economy & Environment

Individual(s) completing this assessment:

- Alex Deans- Interim Major Contract Improvement Specialist
- Bruce Evans- Engineering Manager
- Spencer Grogan- Parks & Leisure Centre Commissioning Manager
- Mark Darlow-Joy- Contract Director
- Anthony Agate- BBLP Network and Engagement Manager
- Paul Raynor- BBLP Contracts Operations Manager

Date assessment completed: 12/12/22

## 2. What is being assessed

Activity being assessed (eg. policy, procedure, document, service redesign, strategy etc.)

Midpoint review of the delivery of the Public Realm Services in partnership between the council and its Term Service Contractor Balfour Beatty Living Places, that commenced under a contract between the two parties in 2013, that could be extended to 2033.  
The public realm contract deliver services including public open space, litter and bins, street cleansing, highway maintenance, drainage, street lighting and minor schemes.

What is the aim, purpose and/or intended outcomes of this activity?

To deliver effective and efficient public realms services for the residents of Herefordshire.

Name of lead for activity

Alex Deans- Interim Major Contract Improvement Specialist

Who will be affected by the development and implementation of this activity?

- Full time staff
- Part time staff
- All staff
- Professional, technical and administration staff of both the council and the contractor Balfour Beatty Living Places who are involved in delivery of the Public Realm services.

Is this:

- Review of an existing activity
- New activity/policy
- Planning to withdraw or reduce a service, activity or presence?

What information and evidence have you reviewed to help inform this assessment?

Performance of current workforce  
 Individuals T&Cs  
 Wider employee benefits including discounted private healthcare and share purchase options  
 On call / out of hours including Winter Service Decision Making  
 Training and development  
 Vehicles (provision of)  
 Travel benefits and staff car parking  
 Place of work  
 Business continuity plans  
 CDM & H&S requirements  
 Systems, IT and data that supports the workforce

Summary of engagement or consultation undertaken (eg. who and how have you engaged with, or why do you believe this is not required)

Member groups  
 Council Service Manager  
 Balfour Beatty Living Places  
 Council HR services  
 Balfour Beatty Living Places HR services

**Summary of relevant findings**

The part of the BBLP workforce identified to be transferred into the council (TBC) will deliver very similar services under similar working arrangements and office locations as currently provided, therefore subject to the council's employment terms and conditions and HR policies not disadvantaging any of the equality groups listed below (as expected), there will be no negative impact of any of the groups listed.

**3. The impact of this activity**

Please consider the potential impact of this activity (during development and implementation) on each of the equality groups outlined below. **Please tick one or more impact box below for each Equality Group and explain your rationale.** Please note it is possible for the potential impact to be both positive and negative within the same equality group and this should be recorded. **Note that you may not be aware of a staff member's protected characteristics.**

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Rationale/reasons
<b>Age</b>		✓		Council HR policies and T&Cs will not disadvantage this group over current employment with Balfour Beatty Living Places
<b>Disability</b>		✓		As above
<b>Gender Reassignment</b>		✓		As above
<b>Marriage &amp; Civil Partnerships</b>		✓		As above
<b>Pregnancy &amp; Maternity</b>		✓		As above
<b>Race</b> (including Travelling Communities and people of other nationalities)		✓		As above
<b>Religion &amp; Belief</b>		✓		As above

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Rationale/reasons
<b>Sex</b> (including issues of safety and sexual violence)		✓		As above
<b>Sexual Orientation</b>		✓		As above
<b>Other</b> (eg. carers, social/economic deprivation, etc)		✓		As above

**What actions will you take to mitigate any potential negative impacts?**

Potential negative impact	Actions required to reduce/eliminate negative impact	Who will lead on action?	Timeframe
No negative impacts identified			

Where an impact on any of the Equality Groups is realised after the implementation of the project/service/policy, the commissioners and/or providers of the project/service/policy will seek to minimise the impact and carry out a full review of this EIA.

**4. Monitoring and review**

How will you monitor these actions?

None to review

When will you review this EIA?

Any changes proposed to council workforce structures, to accommodate and integrate the current BBLP workforce identified to move into the council will be subject to restructures and consultation, aligned with respective HR policies and procedures. This would involve notification and/or engagement with respective staff liaison officers and/or trade unions as appropriate.

**5. Equality Statement**

- All public bodies have a statutory duty under the Equality Act 2010 to set out arrangements to assess and consult on how their policies and functions impact on the 9 protected characteristics.
- Herefordshire Council will challenge discrimination, promote equality, respect human rights, and design and implement services, policies and measures that meet the diverse needs of our service, and workforce, ensuring that none are placed at a disadvantage over others.
- All staff are expected to behave in a manner which respects the individuality of service users and colleagues, and upholds our values.

Signature of person completing EIA

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Date signed

20/12/22

