

Appendix 3

Equality Impact Assessment (EIA) Form

Please read EIA guidelines when completing this form

1. Name of Service Area/Directorate

Name of Head of Service for area being assessed:

Ed Bradford Head of Highways and Traffic

Directorate: Economy & Environment

Individual(s) completing this assessment:

- Alex Deans- Interim Major Contract Improvement Specialist
- Ed Bradford- Head of Highways and Traffic
- Bruce Evans- Engineering Manager
- Spencer Grogan- Parks & Leisure Centre Commissioning Manager
- Mark Pearson- BBLP Contract Director
- Jwerea Morgan- BBLP Future Operating Model lead
- Anthony Agate- BBLP Network and Engagement Manager
- Paul Raynor- BBLP Contracts Operations Manager

Date assessment completed: March 2024 plus refresh 16/10/24

2. What is being assessed

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

The Public Realm Services delivered by the council and its 2013 contract with Balfour Beatty Living Places (BBLP) include the following services:

Technical Services

- Asset Management Team
- Network Management
- Locality Stewards (incl Highway Inspections)
- Design / Project Management / QS
- Customer Services (enquiries and complaints)
- Communications Lead (communications management including social media)
- Fleet
- Health & Safety / CDM

Core Services and works

- Network resilience & civil emergencies services
- Winter service
- Reactive maintenance (potholes & patching)
- Carriageway & footway maintenance programmes
- Drainage (gully cleansing & land drainage)
- Street lighting
- Structures (maintenance of bridges and culverts)
- Parks and open spaces (highways verges and trees)
- Street cleaning (bin emptying, fly tipping & road sweeping)
- Fleet management and mechanical workshop
- Bereavement Services
- Infrastructure schemes and projects

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

The council's vision is to deliver public realm services that are fit for the future embracing technology, automation and digital innovation, a transition to electric plant and vehicles, using materials to meet carbon reduction ambitions, investment in people that support development and innovation enabling the service to continually improve, maximising resources and opportunities to best meet the needs of local residents and communities.

Name of lead for activity

Alex Deans- Interim Major Contract Improvement Specialist

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

- Service users
- Patients
- Carers
- Visitors
- Staff
- Communities
- Other:

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? (name your sources, eg. demographic information for services/staff groups affected, complaints etc.)

Best practice from other local authorities
Review of the Public Realm Services delivered under the contract with BBLP
The Major Contract Improvement Plan 2020-2023
Contract performance indicators

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

Council service managers, commissioners and support services
BBLP
Cross party Member groups
Market engagement undertaken during Summer 2024
Connected Communities Scrutiny Committee 15 October 2024
<https://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=1157&MId=9355&Ver=4>
Cabinet 27 June 2024
<https://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=251&MId=9301&Ver=4>
Cabinet 25 April 2024
<https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?Id=10100>
Cabinet 2 March 2023
<https://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=251&MId=8905&Ver=4>
Connected Communities Scrutiny Committee 13 February
<https://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=1157&MId=8826&Ver=4>

Summary of relevant findings

The Public Realm Services which primarily maintain the highway network have direct and indirect impacts on the communities and residents of Herefordshire.

The services include statutory obligations to ensure the free movement on the network, and ensure safety. This includes core services like cutting the grass, cleaning drains, fixing street lights and filling potholes.

While undertaking the services it is also essential to comply with safety legislation to ensure the services are delivered safely including provision for the various equality groups including but not limited to blind, partially sighted, the elderly and those with mobility issues.

Works are covered by standard national safety requirements and site specific risk assessments to ensure works are delivered safely on the network catering for the equality groups. These will include appropriate signing and guarding, lighting and appropriately planned and signed diversion routes.

There are also indirect impacts of the services such as ensuring that vulnerable people including blind, partially sighted, the elderly and those with mobility issues can travel safely through providing safe and well lit highways.

The review of the Public Realm Services has identified that although the council desires to deliver the technical services in-house, the works and core services are best delivered by a contractor.

The new delivery model includes the termination of the current Public Realm Services Contract delivered by BBLP, and the reprocurement of a new contractor to deliver the services from June 2026.

The procurement process will be designed to ensure that any new contractors participating in the tender process have due regard to the equality requirements of a local authority.

The process will not impact adversely for the delivery of services for the equality groups listed below.

However should the council or new provider propose to change an aspect of service delivery that could potentially impact the residents of Herefordshire, including any of the equality groups, then this specific service change will be subject to an independent EIA.

Likewise should a capital scheme or project propose to change or improve part of the highway network, then this proposal is subject to an independent EIA, which looks at the impact during construction and any changes or improvements to the highway network.

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. Remember to consider the impact on staff, public, patients, carers, partner organisations, etc. in these equality groups.

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Please explain your reasons for any potential positive, neutral or negative impact identified
Age		✓		Transferring the Technical Services from BBLP to the Council, and the core service works to a new provider under a compliant procurement process with equality

Equality Group	Potential <u>positive</u> impact	Potential <u>neutral</u> impact	Potential <u>negative</u> impact	Please explain your reasons for any potential positive, neutral or negative impact identified
				assurances, will not have a negative impact on this equality group, although this will be managed and reviewed during the transition to the new services to 1 June 2026.
Disability		✓		As above
Gender Reassignment		✓		As above
Marriage & Civil Partnerships		✓		As above
Pregnancy & Maternity		✓		As above
Race (including Travelling Communities and people of other nationalities)		✓		As above
Religion & Belief		✓		As above
Sex (including issues of safety and sexual violence)		✓		As above.
Sexual Orientation		✓		As above
Other Vulnerable and Disadvantaged Groups (eg. carers, care leavers, homeless, social/ economic deprivation, etc)		✓		As above
Health Inequalities (any preventable, unfair & unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of social, environmental & economic conditions within societies)		✓		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
EIA matters arising during the procurement process and transition to new services from 1 June 2026.	Managed as part of Project Governance controls to 1 June 2026.	Alex Deans-Interim Major Contract Improvement Specialist	Under review until 1 June 2026.

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?

The EIA will be reviewed and updated along with the procurement process and implementation of the new model and contracting arrangements, which are scheduled to go live on 1 June 2026.

Should there be any proposed service/policy changes during the re-design and re-procurement of the Public Realm Services working in partnership with BBLP and/or the new provider, then these changes would be subject to further EIAs specific to any changes being proposed and designed, prior to their implementation.


When will you review this EIA? (eg in a service redesign, this EIA should be revisited regularly throughout the design & implementation)

The EIA will be under review aligned with the implementation of the project to 1 June 2026.

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 population, ensuring that none are placed at a disadvantage over others.
- All staff are expected to deliver services and provide services and care in a manner which respects the individuality of service users, patients, carers etc, and as such treat them and members of the workforce respectfully, paying due regard to the 9 protected characteristics.

Signature of person completing EIA



Date signed

16/10/2024