

APPENDIX 2

INITIAL SCREENING – STAGE 1 (See Guidance information page 5)

As a public authority we need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Full EINA is required.

Name of policy, strategy or function: New Transportation Infrastructure Works Professional Services	Ref: DE1202PS
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Responsible Officer: Mike Steele	Role: Project Manager
Directorate: Development	Assessment Date: 29 th February 2012

Is this a:	Policy ☐	Strategy ☐	Function ☒	Service ☐
Is this:	New or Proposed ☒	Already exists and is being reviewed ☐	Is Changing ☐	

1. What are the main aims, objectives of the policy, strategy, function or service and the intended outcomes and who is likely to benefit from it After considering a number of options it is recommended that the Homes and Communities Agency Technical Framework and the Buying Solutions Framework for Traffic Management Solutions – RM869 replace the current contract with Atkins Limited to provide transportation and infrastructure professional services. The scope of the professional services under these contracts includes providing support to highways, transport planning, structures, public lighting, flood alleviation, highways maintenance and network management initiatives. Future demands may also include support for economic studies, ecology, digital infrastructure and environment and sustainability initiatives the City Council may pursue. These contracts provide professional services, and specialists, which support the in-house resource so that the City Council can manage anticipated peaks in workload or larger more complex projects. Whilst the Environmental and Culture and the Development Directorates seek to ensure that they have the core expertise and sufficient capacity to meet clients programmes of work, changes in demand result in difficulties managing in-house resources and therefore it is more efficient to have the flexibility to engage external consultants through framework arrangements. As a result the new frameworks will allow the continued of access to professional services that will support best practice in design and implementation and benefit all the Council, successful consultants and all user of highway of infrastructure improvements.

2. Explain how the main aims of the policy, strategy, function or service will support the Equality Duties?

- 1. Eliminate discrimination, harassment and victimisation? ☐
- 2. Advance equality of opportunity? ☒
- 3. Foster good relations? ☒
- 4. Promote positive attitudes towards disabled people? ☐
- 5. Encourage participation of disabled people? ☐
- 6. Consider more favourable treatment of disabled people? ☐

The organisations employed on these frameworks are compliant with their statutory duties under equalities legislation having been assessed as part of their original submission for the frameworks but also will be checked when used by the City Council in accordance with the West Midlands Forum "Common Standard for Equalities in Public Procurement". In addition the appointment of the consultants will be done in accordance with public procurement rules which promote openness, equality and fairness.

3. Does your policy, strategy, function or service affect:

Service users	Yes ☒	No ☐
Employees	Yes ☐	No ☒
Wider community	Yes ☐	No ☒

Please provide an explanation for your 'Yes' or 'No' answer

The contracts will have a positive impact on those organisations appointed to undertake work for the Council as we will work with them to ensure they are fully compliant with equalities legislation and once they fully understand their duties and responsibilities Periodic reviews will be undertaken to check compliance.

4. Are there any aspects of the policy, strategy, function or service, including how it is delivered, or accessed, that could contribute to inequality? (including direct or indirect discrimination to service users or employees)

Yes ☐ No ☒

Please provide an explanation for your 'Yes' or 'No' answer

NO:

It is considered that there is no aspect of the framework that should contribute to inequality. The process of assessing and allocating consultants will be in accordance with the Council's standards.

5. Will the policy, strategy, function or service, have a adverse (negative) impact upon the lives of people, including employees and service users?

Yes ☐ No ☒

Please provide an explanation for your 'Yes' or 'No' answer

EINA Task Group Members

☐	<u>Name</u>	<u>Role on Task Group</u> (e.g. service user, manager or service specialist)	<u>Contact Number</u>
1.	Mike Steele	Project Manager	0121 303 7553
2.	Varinder Raulia	Head of Transportation Projects	0121 303 7363
3.	Ann Marie Rochford	Assistant Category Manager, Corporate Procurement	0121 303 0029
4.			
5.			
6.			
7.			
8.			
9.			
10.			

NO:

It is considered that there is no aspect of the scheme that could contribute to inequality as the contract is for professional services and will support the Council in ensuring that designs meet the requirements of all users of the highway. The process of assessing and allocating consultants will be in accordance with the Council's standards.

6. Is an Equality Impact Needs Assessment required?

If your answer to question 2 has identified potential adverse impact and you have answered 'yes' to any of the following questions 3, 4, or 5, then you should carry out a Full EINA.

Does the Policy, Strategy, Function or Service require a Full Equality Impact Needs Assessment (EINA)? Yes ☐ No ☒

If a Full EINA is required, before proceeding you should discuss the scope of the assessment with service managers in your service area as well as the Directorate EINA Contact Officer.

If a Full EINA is Not required, please sign the declaration below and forward a copy of the Initial Screening to your Directorate EINA Contact Officer

DECLARATION

A Full EINA is not required, the Initial Screening has demonstrated that the Policy, Strategy, Function or Service is robust; there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.

Chairperson: Mike Steele

Sign-off Date: 29.02.12

Summary statement:

The initial screening for these highway works has indicated no adverse impacts or discrimination, it is concluded that a full EINA is not necessary.

Quality check: The screening document has been checked using the agreed audit arrangements in the Directorate:

Name: Surinder Mann 	Date undertaken: 12/3/2012	Screening review statement: N/A
Contact number: 303 7629.		