



# Equality Impact Assessment (EqIA) Screening for the Biowaste Redevelopment Programme

April 2021

**Proposal/Brief Title: Contract to award the High Heavens Biowaste Transfer Station Redevelopment Programme**

**Date:** 27<sup>th</sup> April 2021

**Type of strategy, policy, project or service:**

**Please tick one of the following:**

- Existing
- New or proposed
- Changing, update or revision
- Other (please explain)

**This report was created by**

**Name:** Gurbaksh Badhan

**Job Title:** Head of Waste Management

**Email address:** [Gurbaksh.Badhan@buckinghamshire.gov.uk](mailto:Gurbaksh.Badhan@buckinghamshire.gov.uk)

**Briefly describe below the aims and objectives of the proposal:**

To award the contract for the redevelopment (construction works) of the existing biowaste transfer facilities at High Heavens Waste Complex, Clay Lane, Booker, High Wycombe SL7 3DJ. This is a strategic waste complex and the current infrastructure is no longer fit for purpose, operational facilities are required to meet compliance requirements. The development must be undertaken whilst day to day services continue to be delivered during the construction phase.

Buckinghamshire Council ("the Council") has waste collection and waste disposal responsibilities. The Council has a statutory duty to provide treatment arrangements for municipal waste collected directly from kerbside collections (households) and through the Household Recycling Centre (HRC) network provided by the Council, as set out in the Environmental Protection Act (EPA) 1990. The Council is legally obliged to procure a treatment solution for food, green, bulky and wood waste collected in Buckinghamshire. This contract award is for the redevelopment of existing biowaste facilities required to be in place to meet business critical activities.

The spend value of the construction works means there is a compliance requirement related to Public Contracts Regulations 2015 and the Councils Standing Orders.



# Equality Impact Assessment (EqIA) Screening for the Biowaste Redevelopment Programme

April 2021

## What outcomes do we want to achieve?

An officer decision to award the works contract is due to be taken in May/June 2021, with the construction phase anticipated to commence in July 2021 and completed by the end of the 2021/22 financial year.

A standard form of conditions of contract (Engineering and Construction Contracts (ECC) NEC4) is being used for the works construction contract. The preferred bidder (Bidder A) shall comply with the Equality Act 2010 Code of Practice on Employment and the Equality Act 2010 Code of Practice on Equal Pay (the “Codes”) (or any replacement guidance and/or publication) issued by the Equality and Human Rights Commission at all times. Equalities requirements, in relation to Bidder A’s own employees and how they will carry out the contract, are part of the NEC3 contract requirements. These equalities requirements form part of the contracting obligations.

## Screening Questions

### 1.1 Does this proposal plan to withdraw a service, activity or presence? Yes/No

Please explain your answer:

**No** - this is for a construction contract to deliver compliance requirements. The Council has a statutory duty to provide treatment arrangements for municipal waste collected directly from kerbside collections (households) and through the Household Recycling Centre (HRC) network provided by the Council, as set out in the Environmental Protection Act (EPA) 1990. There are no changes to the service provision.

### 1.2 Does this proposal plan to reduce a service, activity or presence? Yes/No

Please explain your answer:

**No** – this is a construction contract.

### 1.3 Does this proposal plan to introduce, review or change a policy, strategy or procedure? Yes/No

Please explain your answer:

**No.**

### 1.4 Does this proposal affect service users and/or customers, or the wider community? Yes/No

Please explain your answer:

**No**



# Equality Impact Assessment (EqIA) Screening for the Biowaste Redevelopment Programme

April 2021

## 1.5 Does this proposal affect employees? Yes/No

Please explain your answer:

**No**

## 1.6 Will employees require training to deliver this proposal? Yes/No

Please explain your answer:

**No** – All employees working on this proposal are trained and able to complete any requirement sufficiently.

## 1.7 Has any engagement /consultation been carried out? Yes/No

Please explain your answer:

**No** - this is for a construction contract to deliver compliance requirements. The Council has a statutory duty to provide treatment arrangements for municipal waste collected directly from kerbside collections (households) and through the Household Recycling Centre (HRC) network provided by the Council, as set out in the Environmental Protection Act (EPA) 1990. There are no changes to the service provision.

**Are there any concerns at this stage which indicate that this proposal could have negative or unclear impacts on any of the group (s) below? (\*protected characteristics). Please include any additional comments.**

- A) Age\* - No
- B) Disability\* - No
- C) Gender Reassignment\* - No
- D) Pregnancy & maternity\* - No
- E) Race & Ethnicity\* - No
- F) Religion & Belief\* - No
- G) Sex\* - No
- H) Sexual Orientation\* - No
- I) Marriage & Civil Partnership\* - No
- J) Carers - No
- K) Rural isolation - No
- L) Single parent families - No
- M) Poverty (social & economic deprivation) - No
- N) Military families / veterans - No
- O) Gender identity - No

**Additional comments (please indicate which of the protected groups you are commenting on):**

None



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April 2021

## As a result of this screening, is an EqIA required?

(If you have answered yes to any of the screening questions or any of the group (above), a full EqIA should be undertaken)

Yes

No

## Briefly explain your answer:

There are no defined changes and the works contract being awarded does not directly impact customer service provision. The Council has a legal duty to provide this service.

Contract documents have been prepared by a cross disciplined team. The contractual requirements are compliant with equality legislation.

## EqIA Screening Sign off

**Officer completing this Screening Template:** Gurbaksh Badhan, Head of Waste Management

**Date:** 28/04/21

**Equality Lead:** Maria Damigos, Lawyer Project Specialist

**Date:** 04/05/21

**Buckinghamshire Corporate Board sign off:** Martin Dickman, Service Director

**Date:** XXX

*A full EqIA is not required as all questions above have been answered as no.*

**Please continue to the next page to complete a full EqIA.**

## EqIA – Full Equality Impact Assessment

**Step 1: Introduction**



# Equality Impact Assessment (EqIA) Screening for the Biowaste Redevelopment Programme

April 2021

**Policy or Service to be assessed:**

**Service and lead officer:**

**Officers involved in the EqIA:**

**What are you impact assessing?**

- Existing
- New/proposed
- Changing/Update revision

**Other, please list:**

- 
- 

## **Step 2: Scoping – what are you assessing?**

**What is the title of your service/strategy/policy/project?**

**What is the aim of your service/strategy/policy/project?**

**Who does/will it have an impact on? E.g. public, visitors, staff, members, partners?**

**Will there be an impact on any other functions, services or policies? If so, please provide more detail**

**Are there any potential barriers to implementing changes to your service/strategy/policy/project?**

## **Step 3: Information gathering – what do you need to know about your customers and making a judgement about impacts**

**What data do you already have about your service users, or the people your policy or strategy will have an impact on, that is broken down by equality strand?**

Age/Disability:

Gender re-assignment:

Race:

Religion or belief:

Sex:

Sexual orientation:

Pregnancy and maternity:



# Equality Impact Assessment (EqIA) Screening for the Biowaste Redevelopment Programme

April 2021

Marriage & Civil Partnership:

**Do you need any further information broken down by equality strand to inform this EqIA?**

- Yes
- No

If yes, list here with actions to help you gather data for the improvement plan in Step 5

**Is there any potential for direct or indirect discrimination?**

- Yes
- No

If yes, please provide more detail on how you will monitor/overcome this

**Conclusion:**

**Step 4: Improvement plan – what are you going to change?**

Issue	Action	Performance target (what difference will it make)	Lead Officer	Achieved
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**EqIA approved by:**

**Date: 19<sup>th</sup> May 2021**

**Next review date:**