

Equality Impact Assessment (EqIA)

Title of EqIA:	Procurement Policy
Brief description of the Proposal:	<p>The purpose of the Procurement Policy is to introduce and inform all Council employees, procuring managers, suppliers and contractors of the Council's new expectations in relation to procuring goods and services in a more sustainable way.</p> <p>This includes through considering the wider environmental, social and economic benefits when procuring goods and services, and in particular the Council's suppliers' carbon emissions.</p>
Summary of Impacts and Issues:	<p>Any future procurement of goods, services or works may have the potential to impact on people across all groups of protected characteristics, depending on the procurement exercise at the time.</p> <p>The Procurement Policy sets a framework to guide future procurement which seeks to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p> <p>Any future impacts to any of the groups of protected characteristics, together with their possible solutions and mitigating factors will continue to be reported separately as the procurement of goods, services or works will continue in the usual way.</p>
Potential Positive Impacts:	<p>The Procurement policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>It is anticipated that the Procurement Policy will assist in delivering greater positive impacts across all the groups of people with protected characteristics.</p>
What engagement or consultation has been carried out?	<p>Internal and external engagement has been undertaken with:</p> <p>Internal</p> <p>Key staff and teams, in person, during sustainability appraisals All staff on Staff Hub survey Procurement Executive Group Audit and Resources Committee Climate Change Board</p>

	<p>Officers and Teams including:</p> <p>Corporate Director – Chief Financial Officer Executive Head of Environment Executive Head of Governance Project Director, One Horton Heath Employment and Skills Manager, One Horton Heath Strategic Planning Manager Climate Change Manager Strategic Planning and Development Team Local Area Managers Head of Economy and Business Horton Heath – Employment and Skills Manager Head of Building Construction</p> <p>External</p> <p>40 x current / recent Council suppliers during supplier survey</p> <p>Public consultation is not required to adopt the Procurement Policy. It updates the Council’s procurement policy already in the public domain and any future procurement which will require decisions(s) will continue to be reported in the usual way.</p>
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Assessment

For all of categories below please consider:

- 1. Does this proposal eliminate unlawful discrimination?**
- 2. Does this proposal advance equality of opportunity between people who share a protected characteristic and those who do not share it?**
- 3. Does this proposal foster good relations between people who share a protected characteristic and those who do not share it?**

Statutory Considerations: Please highlight what impact could there be on people with protected characteristics.

Impact Assessment	Details of Impact	Possible Solutions/ Mitigating Factors
<p>Age:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
<p>Disability:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>

<p>Gender reassignment:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
<p>Marriage and civil partnership:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>

<p>Pregnancy and maternity:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
<p>Race:</p>	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
<p>Religion or belief:</p>	<p>Likely positive impact:</p>	<p>Any future procurement of goods / services or works may have the potential</p>

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Sex:	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
Sexual Orientation:	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p>

	will seek to favour suppliers who actively deliver additional benefits to society.	<p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
Social deprivation - please highlight what impact could there be on people experiencing social deprivation:	<p>Likely positive impact:</p> <p>As part of delivering and embedding the Policy, through its future procurement activities, the Council will seek to favour suppliers who actively deliver additional benefits to society and the economy.</p>	<p>Any future procurement of goods / services or works may have the potential to impact on people within this group of protected characteristics.</p> <p>The Procurement Policy sets a framework to guide future procurement to promote additional environmental, social and economic values within the delivery of a contract.</p> <p>Communication, education and monitoring to embed the Procurement Policy into future contracts will be critical to its success.</p>
Other significant Impacts:	NONE	NONE

Action Plan

Activity	Outcome	Timeframe	Person responsible
Monitoring how the Procurement Policy is being embedded across the Council	Procurement Policy principles are embedded and delivered within future contracts resulting in additional benefits in the delivery of contracts to environment, society and economy.	Ongoing with particular attention to review annual progress.	Executive Head for Governance, Procurement Executive Group (PEG), Climate Change Manager, Sustainability Officer
Monitoring mandatory carbon reduction Key Performance Indicators (KPIs)	All suppliers above current tender threshold provide greenhouse gas emission reports (on a phase in basis) to allow the Council to better understand (and make plans to reduce) the carbon footprint of the suppliers it uses.	Ongoing with particular attention to review annual progress.	Executive Head for Governance, Procurement Executive Group (PEG), Climate Change Manager, Sustainability Officer
Monitoring wider environmental, social, and economic KPIs, as selected for the delivery of individual contracts	<p>Future suppliers provide wider environmental, social, and economic KPIs, as selected by responsible officers / managers for the delivery of individual contracts.</p> <p>Suite of adopted KPIs (and Policy) reviewed over time to ensure procurers and suppliers are embedding these principles.</p>	Ongoing with particular attention to review annual progress.	Executive Head for Governance, Procurement Executive Group (PEG), Climate Change Manager, Sustainability Officer
Providing sustainability standards advice to colleagues across the	All teams and departments across the Council procure goods,	Ongoing, as required.	Climate Change Manager, Sustainability Officer

Council as required	services and/or works to at least the defined minimum specification.		
Procurement Policy to feature as part of staff awareness raising and training	All Council staff are made aware of the principles of the Procurement Policy and Policy becomes embedded across all Council procurement.	Ongoing, as required.	Executive Head for Governance, Procurement Executive Group (PEG), Climate Change Manager, Sustainability Officer

Lead Officer:	Mike Culver, Strategy Development Senior Specialist (Environment)
Manager:	Diccon Bright, Strategic Planning Manager
Corporate Director:	Natalie Wigman, Corporate Director
Date completed:	15 November 2022