

Equality Impact Assessment Corporate Assessment Template



Policy/Strategy/Project/Procedure/Service/Function Title:
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Liquid Fuel Procurement

Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?	
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Name: Richard Jones	Job Title: Projects & Development Officer
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Service Team: CTS	Service Area: Resources
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Assessment Date: 15/08/19

1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?

It is recommended that the Council initiate the procurement of;

A further mini competition via the NPS framework would be to ensure that that margin paid above weekly Platts price for fuel is the most competitive one for the authority. At present we get an all wales price. However we would get a more competitive margin if we tendered this for the (Cardiff area) 2 respective sites on full load deliveries.

2. Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]

Background

To approve the procurement of the council's contract for liquid fuel via a mini-competition through the National Procurement Service (NPS) Framework for supply of fuels and associated products and services NPS-FT-0093-18. The duration of the arrangement will run from 1st December 2019 to 1st April 2023. The contracted value of this procurement will be £5.5m.

A further mini competition would be to ensure that that margin paid above weekly Platts price for fuel is the most competitive one for the authority. At present we get an all wales price. However we would get a more competitive margin if we tendered this for the (Cardiff area) 2 respective sites on full load deliveries.

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Equality Impact Assessment Corporate Assessment Template

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3 Assess Impact on the Protected Characteristics

3.1 Age

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on younger/older people?

	Yes	No	N/A
Up to 18 years			x
18 - 65 years			x
Over 65 years			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A

What action(s) can you take to address the differential impact?

N/A

3.2 Disability

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on disabled people?

	Yes	No	N/A
Hearing Impairment			x
Physical Impairment			x
Visual Impairment			x
Learning Disability			x
Long-Standing Illness or Health Condition			x
Mental Health			x
Substance Misuse			x
Other			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A

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Equality Impact Assessment Corporate Assessment Template

What action(s) can you take to address the differential impact?

N/A

3.3 Gender Reassignment

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
Transgender People (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A

What action(s) can you take to address the differential impact?

N/A

3.4. Marriage and Civil Partnership

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage			x
Civil Partnership			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A

What action(s) can you take to address the differential impact?

N/A

3.5 Pregnancy and Maternity

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy			x
Maternity			x

Please give details/consequences of the differential impact, and provide supporting

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Equality Impact Assessment Corporate Assessment Template

evidence, if any.
N/A
What action(s) can you take to address the differential impact?
N/A

3.6 Race

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White			x
Mixed / Multiple Ethnic Groups			x
Asian / Asian British			x
Black / African / Caribbean / Black British			x
Other Ethnic Groups			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.
N/A
What action(s) can you take to address the differential impact?
N/A

3.7 Religion, Belief or Non-Belief

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist			x
Christian			x
Hindu			x
Humanist			x
Jewish			x
Muslim			x
Sikh			x
Other			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

CARDIFF COUNCIL

Equality Impact Assessment
Corporate Assessment Template

N/A.

What action(s) can you take to address the differential impact?

N/A.

3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men			x
Women			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A.

What action(s) can you take to address the differential impact?

N/A.

3.9 Sexual Orientation

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual			x
Gay Men			x
Gay Women/Lesbians			x
Heterosexual/Straight			x

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A.

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Equality Impact Assessment Corporate Assessment Template

What action(s) can you take to address the differential impact?

N/A.

3.10 Welsh Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive]** on Welsh Language?

	Yes	No	N/A
Welsh Language	x		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

N/A

What action(s) can you take to address the differential impact?

N/A

4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

We require all of our contractors or suppliers to agree to abide by Cardiff Council's Equal Opportunities Statement. Where we believe a contractor or supplier fails to comply with our values in relation to equality and diversity, we will cease the issue of the contract.

We will ensure that equalities issues are a common theme across our training and development; in addition, Cardiff Council requires its staff and any contractors to behave in accordance with the values set out in the Equality Act.

Understand the effect of policies, practices and decisions:-

- Identify key equality issues for Cardiff Council
- Identify where the workforce reflects the community it serves
- Identify any imbalances and where action needs to be taken to reduce them
- Develop evidence based equality objectives and measure progress

All policies and processes are reviewed periodically within the contract time and, should any issues arise that may affect the Protected Characteristics, these are addressed.

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Equality Impact Assessment Corporate Assessment Template

All policies and processes are adhered to in respect of Procurement.

5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	
Disability	.
Gender Reassignment	N.A
Marriage & Civil Partnership	N.A
Pregnancy & Maternity	N.A
Race	N.A
Religion/Belief	N.A
Sex	N.A
Sexual Orientation	N.A
Welsh Language	N.A
Generic Over-Arching [applicable to all the above groups]	N.A

6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By : R. Jones	Date: 15.08.19
Designation:	Contracts & Technical Officer
Approved By:	Steve Melhuish
Designation:	OM CTS
Service Area:	Resources

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council (Action completed 24th August 2017)

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For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email citizenfocus@cardiff.gov.uk