

Due Regard Statement

Person(s) responsible for completing this statement: John Stephens	Date statement started: 7th March 2013 Date statement completed: 7th March 2013
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Name of the policy, service, strategy, procedure or function: (indicate whether new or revised)

Provision of Building Cleaning Services on multiple and single sites for educational and non-educational establishments.
This is an existing service

Briefly describe its aims and expected outcomes

Proposed Tender

A Framework Agreement is proposed which will cover Gloucestershire and be available for use by other public sector bodies as appropriate. The current contract includes: (Schools (93), Children's Centres (9), Libraries (30), Social Services (21), Shire Hall, Cheltenham County Offices, Registry Offices (2), Surveyors (5), Youth & Community (7), Reintegration Centres (8), Coroner's Office, Colwell, Gloucester Crown Magistrates Courts, Trading Standards, and Gloucester Records, Adult Education, Windsor House, Youth Justice, Advisory Teaching Service, Community Mental Health team, Education Psychology Service, Stroud Family support Service, The Beeches, ELP Burton House, Milsom St Day Centre and The White House.

The existing establishments and schools will be instrumental in designing the new contract arrangements. Sites not currently included will be given the opportunity to participate although we anticipate it is unlikely that we will see a significant change in the number of participants.

As the value of this contract will exceed EU thresholds a full EU compliant tender is planned in consultation with legal services.

Benefits

The tender offers the following benefits:

- Continuation of a valued service
- Ability to deliver value through leverage and joining together a number of requirements
- Coupled with above we are able to split the County into appropriate lots to allow tenders from a mix of local suppliers
- The ability to ensure our own premises and that of partners are having their Cleaning undertaken by assessed, responsible suppliers in a way which is legal, safe and offers value for money.

Gathering the evidence base

List the main sources of data, research and other sources of evidence, including full references, used to determine the impact of your work on each of the protected groups. If there are gaps in evidence, state what you will do to close them in the Action plan at the end of this document.

	Service user data (if applicable) If service user data is not available, use the action plan below to identify how service user data will be collated in the future.	Other (for example, local demographic data, research , ONS, partner data, officer knowledge)
All	This due regard statement has been compiled using the knowledge of those staff involved in letting and monitoring the cleaning contracts for GCC. The tendering process will include consultation with interested sites and also with potential providers and this dialogue may identify other areas of impact to consider.	
Age		
Disability		
Sex		
Race (including Gypsy & Traveller)		

Gender reassignment		
Marriage & civil partnership		
Pregnancy & maternity		
Religion or Belief		
Sexual Orientation		

Workforce data	
If employees are affected by your 'project' please outline the profile of the workforce affected below.	
All	
Age	Neutral Effect – Continued cleaning provision for all users
Disability	Some staff employed by the provider may be affected by access limitations of sites
Sex	Neutral Effect – Continued cleaning provision for all users
Race (including Gypsy & Traveller)	Neutral Effect – Continued cleaning provision for all users
Gender reassignment	Neutral Effect – Continued cleaning provision for all users
Marriage & civil partnership	Neutral Effect – Continued cleaning provision for all users
Pregnancy & maternity	Limitations to use of certain machinery during pregnancy may apply to any pregnant staff working for the

	provider
Religion or Belief	Neutral Effect – Continued cleaning provision for all users
Sexual Orientation	Neutral Effect – Continued cleaning provision for all users

Consultation and engagement

<p>List all types of consultation that has taken place during the development of this activity. Include on-line consultations, events, meetings with stakeholders, community events, employee consultation exercises etc</p>
<p>Sites will be consulted with once approval has been given to tender the contract.</p>

Equality analysis: What the evidence shows

Considering the evidence and engagement activity you listed above, please summarise the impact of your work. Consider whether the evidence shows potential for differential impact, if so state whether adverse or positive and for which groups. In the next section you will be required to document how you will mitigate any negative impacts. Useful questions to consider:

- Do policy outcomes and service take-up differ between people with different protected characteristics?
- What are the key findings of your engagement?
- If there is a greater impact on one group, is that consistent with the policy aims?
- If the policy has negative impacts on people with particular characteristics, what steps can be taken to mitigate these effects?
- Does any part of the policy discriminate unlawfully?
- Will the policy deliver practical benefits for certain groups?
- Does the policy miss opportunities to advance equality of opportunity and foster good relations?
- Do other policies need to change to enable this policy to be effective?
- What are the impacts to the workforce?

Briefly outline your main findings that relate to the Council's commitment to: **Eliminate discrimination (consider potential for indirect discrimination) Advance equality of opportunity Promote good relations. This can include challenges and opportunities.**

Note: If you are assessing a number of options, you should consider the opportunities and challenges of EACH option.

Protected group	Challenge or opportunity
All	Once awarded there will be an opportunity for employment in the local area
Age(A)	Neutral Effect – Continued cleaning provision for all users
Disability (D)	The accessibility of certain sites may limit those who are employed to clean them.

Sex (S)	Neutral Effect – Continued cleaning provision for all users
Race (including Gypsy & Traveller)(R))	Neutral Effect – Continued cleaning provision for all users
Gender reassignment(GR)	Neutral Effect – Continued cleaning provision for all users
Marriage & civil partnership (MCP)	Neutral Effect – Continued cleaning provision for all users
Pregnancy & maternity (PM)	During pregnancy the use of certain machinery by provider employees may be advised against on health and safety grounds.
Religion and/or Belief (RAOB)	Neutral Effect – Continued cleaning provision for all users
Sexual Orientation(SO)	Neutral Effect – Continued cleaning provision for all users
Carers	Neutral Effect – Continued cleaning provision for all users

Strengthening actions: Outline what actions have been identified to mitigate the key findings identified above by protected group.



Potential/ actual impact	Protected group (s) affected	Proposed mitigating action(s)	Accountability	Timeframe
Work Opportunities	All	Increased employment in the local area.	Successful Contractor	1 st August 2014
Commencement of new contract	Existing employed staff	TUPE arrangements	Successful Contractor	1 st August 2014
Access limitations	D	Review working practises and make suitable alternative arrangements.	Successful Contractor	1 st August 2014
Working practise limitations	PM	Review working practises and make suitable alternative arrangements.	Successful Contractor	1 st August 2014

Monitoring and Review

Please indicate what processes/actions will be put in place to keep this 'activity' under review.

Action	Accountability	Timeframe
Regular monitoring of contract standards	County Council via Service Level agreement	Duration of the contract

Sign off and Scrutiny

<p>Signed off as complete by: John Stephens</p>	<p>Date: 07/03/2013</p>
<p>Senior level sign off:</p> <p></p> <p>Rob Barnes, Head of Traded Services, AMPS Director/Head of Service</p>	<p>Date: 07/03/2013</p>
<p>Name of relevant Portfolio Holder/Cabinet Member:</p> <p>I confirm that I have examined sufficient information and understood the potential impact of the proposal. I am in agreement with the proposed mitigating actions and confirm that I have had due regard to the needs set out in section 149 of the Equality Act 2010.</p>	
<p>Signed by Portfolio Holder/Cabinet Member:</p> <p></p>	<p>Date: 11/3/13</p>

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Assessment published alongside cabinet report	Date: 12/03/2013

