

EQUALITY IMPACT ASSESSMENT

SCREENING DOCUMENT

Name of Proposal

Committee Report on Tendering Programme 2014-2018

Lead Department/Service

IJB

What is the aim of the proposal?

The tendering programme 2014-18 is being modified to take into account extensions to a number of contracts to facilitate the the undertaking of reviews of the services to which they pertain.

Is this a new or a review of an existing policy, procedure, function or report?

Review of tender programme

Screening Process

1. Has the proposal already been assessed for its impact on age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? **If yes, go to 1 a. If no, go to 1 b.** YES. This was done when contracts originally put in place.

1 a. Unless there have been significant changes, no further action is required. **Please add your name, position and date below at 3.**

Changes are only in respect of timescales

1 b. Does the proposal involve or have consequences for the people the council serves or employs?

If yes, go to 2. If no, go to 1 c.

1 c. Please state why not

The proposal is not relevant and no further action is required. Sign and date below at 3.

2. Is the proposal relevant to one or more of the protected characteristics? **If yes, go to 2 a. If no, go to 2 b.**

2 a. Proceed to Step 1 of the Full Equality Impact Assessment on page 2.

2 b. Please state why not

The proposal not relevant and no further action is required. Add your name, position and date below at 3.

3. Name: Dave Sim

Position: Senior Contracting Officer

Date: 13 May 2016

FULL EQUALITY IMPACT ASSESSMENT

Step 1

Are there any statutory legal requirements affecting this proposal? If so please describe.

Step 2

What data/research is available to assess the likely impact of the proposal?

Step 3

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

Age	<input type="checkbox"/>	_____
Disability	<input type="checkbox"/>	_____
Gender	<input type="checkbox"/>	_____
Gender Re-assignment	<input type="checkbox"/>	_____
Pregnancy/maternity	<input type="checkbox"/>	_____
Marriage and civil Partnership	<input type="checkbox"/>	_____
Race	<input type="checkbox"/>	_____
Religion and belief	<input type="checkbox"/>	_____
Sexual orientation	<input type="checkbox"/>	_____

Step 4

Is there evidence to suggest that any part of the proposal could unlawfully discriminate against people? If so, how?

No

Step 5

Can the proposal be seen to favour one section of the community

Yes No

or deny opportunities to another?

Yes No

If yes, please give details.

Step 6

Does the proposal advance or restrict equality?

Yes No

If yes, give details

Step 7

Are there any other actions which could have been taken to enhance equality of opportunity?

If so please state

Not applicable

Step 8

Based on the work you have done, rate the level of relevance being allocated to this proposal.

High Medium Low Unknown

Step 9

If during **Steps 3 - 6** there has been an adverse impact identified, consider whether this can be justified.

Yes No

If yes please give details.

If no, consider alternative ways of delivering the proposal to minimise negative impact or eliminate unlawful discrimination. Give details of the changes to be made to the proposal.

Step 10

Do you need to carry out a further impact assessment?

Yes No

If yes, what actions do you need to take?

Step 11

Make arrangements to monitor and review the impact assessment.

- i) Who will be responsible for monitoring?
- ii) How will it be monitored and analysed?
- iii) How often will the policy, procedure or report be reviewed and by whom?

Step 12

Publish impact assessment.

Where will the Equality Impact Assessment be published?

Please state your name, position and date, and forward this pro forma either to your designated Equality Impact Assessment Co-ordinator, or if it refers to a committee report, it should be forwarded with the report to committee services.

Name:

Position:

Date:

For additional information and advice please contact:
the Equalities Officer - Tel: 01307 476058 or E-mail: Equalities@angus.gov.uk