

EQUALITY IMPACT ASSESSMENT

SCREENING DOCUMENT

Name of Proposal

Equalities in Procurement

Lead Department/Service

Corporate Improvement & Finance, Resources

What is the aim of the proposal?

This committee report summarises changes required to the council's procurement activity in accordance with the general and specific equality duties under the Equality Act 2010, and seeks approval for the adoption of Procurement Guidance Note 33 (Procurement and Equalities).

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

New

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.**

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

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:

Position:

Date:

FULL EQUALITY IMPACT ASSESSMENT

Step 1

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

Yes. There is a Specific Duty for Procurement and Equalities under the Equality Act 2010, as well as the wider General Duty under the same legislation.

Step 2

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

Research done by the Equality & Human Rights Commission at the point where the legislation was being drafted.

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

It advances equality. The procurement specific duty requires the council to consider if the application of the award criteria and conditions in relation to a given public procurement help it better perform the general equality duty.

Step 7

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

If so please state

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.

To be reviewed when there are any changes to PGN 33, or equalities legislation.

Step 12

Publish impact assessment.

Where will the Equality Impact Assessment be published?

On the council's website

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: Doreen Phillips

Position: Equalities Officer

Date: 30/10/14

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