

## Equality Impact Assessment (EqIA) for Policies, Procedures and Services

<b>Proposal name</b>	<b>Strategic ICT Supply Contract</b>		
<b>Directorate</b>	Resources & Transformation		
<b>Service</b>	ICT		
<b>Responsible Officer</b>	Sharon Worrall		
<b>Proposal planning start</b>	01/09/2020	<b>Proposal start date (due or actual date)</b>	01/03/2021

<b>1</b>	<b>What is the purpose of the proposal?</b>	<b>Yes / No</b>	<b>New / revision</b>
	Show which category the proposal is and whether it is new or a revision.		
	Policy	<b>No</b>	
	Procedure	<b>No</b>	
	Guidance	<b>No</b>	
	Is this a service to customers/staff/public?	<b>No</b>	
	If yes, is it contracted or commissioned?	<b>No</b>	
	Other - give details	Supply of IT goods to the Council	<b>NEW</b>
<b>2</b>	<b>What is the business case for this proposal? Please provide the main purpose of the service, intended outcomes and reasons for change?</b> Via Cabinet, ICT will be seeking to award a contract to a supplier for the "supply of ICT goods and services".  This process is being undertaken as the current supply contract comes to an end on 28 February 2021.  There will be no change to the delivery of the ICT service to customers.  There may be small process changes to the way in which ICT facilitate transactions against the new contract.		
<b>3</b>	<b>Who is the proposal likely to affect?</b>		
	<b>People in Walsall</b>	<b>Yes / No</b>	<b>Detail</b>
	All		ICT team members will be using the new contract to purchase goods and services on behalf of the Council.
	Specific group/s		
	Council employees	<b>Y</b>	
	Other (identify)		
<b>4</b>	<b>Please provide service data relating to this proposal on your customer's</b>		



	<p><b>protected characteristics.</b></p> <p>ICT does not hold any data with regard to individual IT users with protected characteristics; the Council publishes an annual employment monitoring report which can be found here:</p> <p><a href="http://int.walsall.gov.uk/Portals/0/HR/StratPlanning/Corporate%20Employment%20Monitoring%20Report%202019%20to%202020.pdf?ver=2020-07-24-144049-127">http://int.walsall.gov.uk/Portals/0/HR/StratPlanning/Corporate%20Employment%20Monitoring%20Report%202019%20to%202020.pdf?ver=2020-07-24-144049-127</a></p> <p>Monitoring data in 19/20 reports that 151 employees (4.88%) of the Council's workforce have declared that they have a disability.</p> <p>The award of this contract will not have any impact upon people with protected characteristics as it is for the supply of "unspecified" ICT goods and/or services.</p>
5	<p><b>Please provide details of all engagement and consultation undertaken for this proposal. (Please use a separate box for each engagement/consultation).</b></p>

No engagement and consultation has been undertaken for the “award” aspect of this contract.

This contract will be used to purchase goods and/or services which may be used by people with protected characteristics.

Appropriate consultation and engagement will be undertaken as and when required and will be made relevant and specific to the goods/services being purchased at that point in time – for example if a decision were to be made to stop purchasing the Council’s standard Lenovo tablet device then consultation would need to be undertaken to ensure that the replacement device meets the needs (or can be adapted to meet the needs) of people with protected characteristics.

	<b>Consultation Activity</b>			
	N/A			
	<b>Type of engagement/consultation</b>		<b>Date</b>	
	<b>Who attended/participated?</b>			
	<b>Protected characteristics of participants</b>			
	<b>Feedback</b>			
<b>6</b>	<b>Concise overview of all evidence, engagement and consultation</b>			
	N/A			
<b>7</b>	<b>How may the proposal affect each protected characteristic or group? The effect may be positive, negative, neutral or not known. Give reasons and if action is needed.</b>			
	<b>Characteristic</b>	<b>Affect</b>	<b>Reason</b>	<b>Action needed Yes / No</b>
	<b>Age</b>			
	<b>Disability</b>			
	<b>Gender reassignment</b>			
	<b>Marriage and civil partnership</b>			
	<b>Pregnancy and maternity</b>			
	<b>Race</b>			

	<b>Religion or belief</b>	
	<b>Sex</b>	
	<b>Sexual orientation</b>	
	<b>Other (give detail)</b>	
	<b>Further information</b>	
<b>8</b>	<b>Does your proposal link with other proposals to have a cumulative effect on particular equality groups? If yes, give details.</b>	(Delete one) <b>No</b>
<b>9</b>	<b>Which justifiable action does the evidence, engagement and consultation feedback suggest you take? A – No major change required.</b>	
	<b>A</b>	<b>No major change required</b> When no potential for discrimination or adverse impact is identified and all opportunities to promote equality have been taken.
	<b>B</b>	<b>Adjustments needed to remove barriers or to better promote equality</b> Are you satisfied that the proposed adjustments will remove the barriers identified?
	<b>C</b>	<b>Continue despite possible adverse impact</b> For important relevant proposals, compelling reasons will be needed. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact. Consultation may suggest a change of action, but some actions will be required regardless of consultation e.g. budget savings. Mitigating actions may be required to minimise impact identified through consultation.
	<b>D</b>	<b>Stop and rethink your proposal</b> Actual or potential unlawful discrimination is identified; the proposal will need reviewing immediately. You may need to consult with appropriate officers including your executive director, finance or Equality, Safety and Wellbeing.

## 10. Action and Monitoring Plan

Where appropriate, contracts entered into under the Strategic Supply contract shall be subject to individual equality impact assessments. User group evaluation and acceptance testing shall be required where a contract introduces new IT equipment, software and/or services.

### Contact us

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