

EQUALITIES IMPACT ASSESSMENT

Name of policy/ procedure/ practice to be assessed	Procurement Strategy		Date of Assessment		25 April 2013
Is this a new or existing policy/ procedure/ practice?	Existing	Officer responsible for the Assessment	Jo Goodfellow	Department	Corporate Finance
1. Briefly describe the aims, objectives and purpose of the policy/ procedure/ practice?	To identify and provide a clear and understandable plan for implementing best practice and value for money procurement procedures and processes corporately across TBC.				
2. Are there any associated policy/ procedure/ practice which should be considered whilst carrying out this equality impact assessment?	TBC Financial Guidance; EU & UK Procurement legislation				
3. Who is intended to benefit from this policy/ procedure/ practice and in what way?	Internal customers – in improving the procurement process within the Council; Suppliers – by improving opportunities to tender/quote for contracts; Indirectly - residents and council taxpayers of Tamworth – in benefiting from savings & the operation of effective contracts				
4. What are the desired outcomes from this policy/ procedure/ practice?	Adherence to legislative requirements; Value for money and savings captured; Staff trained and competent with regard to procurement process; Improved efficiency of processes; Increased opportunities for local businesses and SMEs; Improved use of technology (In-tend system)				
5. What factors/ forces could contribute/ detract from the outcomes?	Failure/ability of staff to adhere; Limited procurement staff resources; Market forces/suppliers not willing to engage				
6. Who are the main stakeholders in relation to the policy/ procedure/ practice?	Procurement team; Budget holders/staff involved in Procurement Suppliers/potential suppliers				
7. Which individuals/ groups have been/ will be consulted with on this policy/ procedure/ practice?	Please explain CMT				

8. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact on racial groups?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
9. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to gender?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
10. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to them being transgender or transsexual?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
11. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to disability?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
12. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to sexual orientation?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
13. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to age?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
14. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to religious belief?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
15. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact on Gypsies/ Travellers?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
16. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to dependant/caring responsibilities?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO

17. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to them having an offending past?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
18. Are there concerns that the policy/ procedure/ practice could have an impact on children or vulnerable adults?	Y	N	Please explain, your reasoning, giving details of existing evidence (either presumed or otherwise). NO
19. Does any of the differential impact identified cut across the equality strands (e.g. elder BME groups)?	Y	N	Please explain NO
20. Could the differential impact identified in 9 – 20 amount to there being the potential for adverse impact in this policy/ procedure/ practice?	Y	N	Please explain NO
21. Can this adverse impact be justified: <ul style="list-style-type: none"> • on the grounds of promoting equality of opportunity for one group? • For any other reason? 	Y	N	Please explain for each equality heading on a separate piece of paper (questions 9 – 20).
22. As a result of carrying out the equality impact assessment is there a requirement for further consultation?	Y	N	Please explain NO
23. As a result of this EIA should this policy/ procedure/ practice be recommended for implementation in its current state?	Y	N	Please explain YES

PLEASE COMPLETE THE FOLLOWING ACTION PLAN FOR ALL IMPACT ASSESSMENTS

Equality Impact Assessment Action Plan

Complete the action plan demonstrating the changes required in order to meet TBC's commitment to equality and diversity. The action plan must contain monitoring arrangements, the publishing of results and the review period required for this policy.

ACTION/ ACTIVITY	RESPONSIBILITY	TARGET	PROGRESS
Review Equalities Impact Assessment as part of Procurement Strategy update/review	Management Accountant	2014/15	
Monitoring arrangements:	Annual review		
Publication:	As part of Procurement Strategy/Cabinet update		
Review Period:	Annual review		

Expand as appropriate

Signed
(Completing Officer).....

Date

Signed
(Head of Department)

Date

Signed
Corporate Diversity/ Equality

Date