



Equality Impact Assessment

Responsibility and Ownership

Name of policy, practice, service or function: ...Joint Procurement Strategy 2016 - 2019.....

Responsible department: ...Governance & Elections.....

Service area:Legal Services.....

Lead Officer:Sarah Sternberg, Governance & Monitoring Officer.....

Other members of assessment team

Name	Position	Area of expertise
Lynne Cheong	Improvement Officer	Equalities
Amar Bashir	Improvement Officer	Equalities & performance management

Scope of the assessment

1	What are the main aims/objectives or purpose of the policy, strategy, practice, service or function?	Strategic procurement is a series of activities and processes that sits at the heart of the Councils, providing the framework by which the Councils obtain value for money in all of the goods, services and works that they require. The aim of effective procurement is to achieve best value through planned and skilful procurement, in respect of all goods, works and services sought by the Councils. Also to support and encourage a vibrant local supplier market, remove barriers to trade for small to
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		medium enterprises and voluntary organisations and giving appropriate consideration to Social Value. We will encourage a diverse and competitive supply market by ensuring that local businesses are given an equal opportunity to participate in competition for Council business, whilst still maintaining a competitive supply market.
2	Are there any external factors we need to consider like changes in legislation?	Freedom of Information Act 2000 - right of public access to information held by public authorities Environmental Information Regulations 2004 - right of public access to environmental information held by public authorities Equality Act 2010 – public sector equality duties Public Services (Social Value) Act 2012 Public Contracts Regulations 2015 Local Government Transparency Act 2015 National Procurement Strategy 2015 Government Guidance – EU Directives & UK Regulations: https://www.gov.uk/guidance/transposing-eu-procurement-directives Equality & Human Rights Commission guidance, <i>Buying Better Outcomes: mainstreaming equality considerations into procurement</i> https://www.equalityhumanrights.com/sites/default/files/buying_better_outcomes_final.pdf Equality & Human Rights Commission, Equality Act 2010: Technical Guidance on the Public Sector Equality Duty, England https://www.equalityhumanrights.com/sites/default/files/technical_guidance_on_the_psed_england.pdf Directive 2014/24/EU on public procurement
3	Who implements the policy, strategy, practice, service or function?	Strategic Alliance Management Team is responsible for ensuring that the principles of this strategy are adopted and ensuring its implementation within the Councils' service teams. Elected Members are expected to use this strategy in reviewing officer procurement decision making through the Executive (Bolsover) and Cabinet (North East Derbyshire) and relevant committees.
4	Who is affected by the policy, strategy, practice, service or function?	All internal departments within the Councils. External suppliers, and potential suppliers, to the Councils. These include large corporations, local and national Small and Medium sized Enterprises, Voluntary and Community Sector Organisations and other Councils, external funding used to commission specific projects (where applicable).
5	What outcomes do we want to achieve, why & for whom?	Value for Money (Council benefits) Transparent Process (Suppliers / public benefit) Sustainability (Council and local area social benefits - place shaping) Encourage Local Suppliers (Suppliers benefit)

		Split into Lots (Could benefit smaller local suppliers)
6	What existing evidence do you have on the impact of the policy, strategy, practice, service or function?	Where relevant, suppliers who do not have their own equalities policy can adopt the Councils' Joint Equality Policy for Service Delivery Over 80% of current suppliers are SMEs (fewer than 250 employees) Very few suppliers are from the VCO sector. Working to encourage more VCO suppliers.
7	How is information about the policy, practice, service or function publicised?	Councils use the In-tend system ensuring all opportunities are advertised for complete transparency. Procurement Portal – Source Derbyshire: http://www.sourcederbyshire.co.uk/ Procurement Portal offers PC and mobile device viewing options Email tender alert service for sellers registered to receive them Smartphone app to enable sellers to search for new tenders EU Procurement Portal - Official Journal of the European Community: http://www.ojec.com/

Identifying Potential Equality Issues

Consider any impacts / barriers on each of the protected characteristics set out below and consider any that might cross over e.g.: between race / disability, gender / religion and belief, sexuality / age etc. Indicate where the policy, practice, service or function could have a positive or negative impact for different groups and your reasons. Specify which data sources have informed your assessment.
Each Council has a Single Equality Scheme which provides an equality profile for the district which may be helpful.

Race			
8	Identify any adverse impacts/barriers of the policy or procedure on people who may be disadvantaged because of their race		
	White	English / Welsh / Scottish / Northern Irish / British	Eastern European migrants settling in the District. Do they need any support with business start ups?
		Irish	
		Gypsy or Irish Traveller	
		Any other White background	

8	Identify any adverse impacts/barriers of the policy or procedure on people who may be disadvantaged because of their race	
	Asian / Asian British	Indian Pakistani Bangladeshi Chinese Any other Asian background
	Black / African / Caribbean / Black British	African Caribbean Any other Black / African / Caribbean / Black British background
	Any other ethnicity	Arab Any other ethnic group

Sex / gender

9	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their gender	
	Female	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Male	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Transgender	N/A

Age

10	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their age	
	0-9 years	
	10-15 years	
	16-18 years	Considerations will be built in to the procurement process as appropriate including adapting evaluation criteria or a requirement for contractors to support an apprenticeship scheme, which would benefit young people.

10	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their age	
	19-24 years	Considerations will be built in to the procurement process as appropriate including adapting evaluation criteria or a requirement for contractors to support an apprenticeship scheme, which would benefit young people.
	25-34 years	
	35-44 years	
	45-54 years	
	55-59 years	
	60-64 years	
	65 years and over	

Disability		
11	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their disability or long term ill health	
	Physical or mobility impairments	<p>Advertising of opportunities tends to be on the internet. Potentially affects bidders without internet access. Issue of tenders is usually electronic. Request for information by bidders is usually to an e-mail address. Use of standard documents throughout the County should help suppliers do business easily with all Councils</p> <p>Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.</p>
	Sensory (hearing, visual, speech)	<p>Advertising of opportunities, issuing of tenders is usually electronic. Request for information by bidders is usually to an e-mail address. This may not be suitable for applicants with visual impairments but should benefit deaf/ hard of hearing applicants. Use of standard documents throughout the County should help suppliers do business easily with all Councils</p> <p>Procurement Portal offers PC and mobile device viewing options which may suit adaptive technologies used by disabled people - Source Derbyshire: http://www.sourcederbyshire.co.uk/</p> <p>Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.</p>

11	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their disability or long term ill health	
	Mental health	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Learning disabilities	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Non-visible conditions such as epilepsy or diabetes	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.

Religion or belief

12	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their religion or belief, including non belief	
	No religion	N/A
	Christian	N/A
	Buddhist	N/A
	Hindu	N/A
	Jewish	N/A
	Muslim	N/A
	Sikh	N/A
	Any other religion	N/A
	Any other philosophical belief	N/A

Sexual orientation

13	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their sexual orientation	
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13	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their sexual orientation	
	Heterosexual	N/A
	Lesbian	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Gay	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Bisexual	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved for the client group.
	Prefer not to say	N/A

Other categories

14	Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of other factors	
	Rural / urban	Advertising of opportunities and issuing of tenders tends to be on the internet. Potentially affects bidders without internet access. Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers for those living in rural areas are addressed and positive outcomes are achieved.
	Carers	
	Child poverty	Commissioned projects will be subject to an Equality Impact Assessment, where appropriate and relevant, to ensure that barriers are addressed and positive outcomes are achieved.
	Social value*	The Councils are committed to securing social value in their contracting. External funding streams (eg: EU Structural Funds, Public Health funding) normally require social and economic benefits from commissioned programmes and projects. Both Councils are Living Wage Employers and see this commitment as key to securing wider benefits in their communities, including contracted / commissioned services where relevant and proportionate.
	Any other	

*The [Public Services \(Social Value\) Act](#) requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. Before they start the procurement process, commissioners should think about whether the services they are going to buy, or the way they are going to buy them, could secure these benefits for their area or stakeholders.

Analysing the information and setting equality objectives and targets

Service or function	Policy or practice	Findings	Which groups are affected and how	Whose needs are not being met and how?

Document the evidence of analysis

Data or information	When and how was it collected?	Where is it from?	What does it tell you?	Gaps in information
Customer feedback and complaints				
Consultation and community involvement				
Performance information including Best Value	Payments on items of expenditure over £250 is published on the Councils' respective websites	Bolsover District Council http://www.bolsover.gov.uk/your-council/data-transparency NE Derbyshire District Council http://www.ne-derbyshire.gov.uk/index.php/your-council/data-transparency		
Take up and usage data				
Comparative information or data where no local information available				
Census, regional or national statistics	Population and other equalities data	Census 2011 Health England DWP Derbyshire Observatory	Demographic Profiles – characteristics of population	

Data or information	When and how was it collected?	Where is it from?	What does it tell you?	Gaps in information
Access audits or other disability assessments				
Workforce profile				
Where service delivered under procurement arrangements – workforce profile				
Monitoring and scrutiny arrangements	Previous monitoring arrangements are being reviewed to ensure they are fit for purpose. Three yearly review of the Strategy and EIA.	Previous reporting to Joint Scrutiny Committee.		As per the Strategy Action Plan, a monitoring mechanism will be introduced to establish how well the Councils are using their procurement opportunities to advance their corporate aims. Annual review of Procurement outcomes.

Recommendations and Decisions

Take immediate action by:

Amending the policy, strategy, practice, service or function	
Use an alternative policy, strategy, practice, service or function	
Develop equality objectives and targets for inclusion in the service plan	
Initiate further research	
Any other method (please state)	

All actions must be listed in the following Equality Impact Assessment Improvement Plan Summary

Equality Impact Assessment Improvement Plan Summary

Name of policy, practice, strategy, service or function ...Joint Procurement Strategy 2016-2019.....

DepartmentGovernance.....

Date of assessment ...10/11/16.....

Please list all actions, recommendations and/or decisions you plan to take as a result of the equality impact assessment.

Recommendation/Decision	Action Required	Responsible Officer	Target Date	Resources	Progress	Actual Outcome
Review strategy and EIA in 3 years		S. Sternberg	2019			
Introduce a monitoring mechanism to establish how well the Strategy is meeting corporate aims.	Implement Action Plan	S. Sternberg				

Please state where the departmental electronic assessment will be kept:

S:\Transformation Directorate\JAD Customer Service and Improvement\Improvement\Equality\Equality Impact Assessments\2016-2017 EIAs\Joint

Please send your completed assessment form to:

Amar Bashir Improvement Officer (NEDDC Equality lead) Customer Service and Improvement Transformation Directorate Ext: 7047 Bashir.amar@ne-derbyshire.gov.uk	Lynne Cheong Improvement Officer (BDC Equality lead) Customer Service and Improvement Transformation Directorate Ext 2407 Lynne.cheong@bolsover.gov.uk
Please note the Improvement Team is a joint team and as such cover is provided across both councils– please contact the NEDDC/BDC leads as required.	

Improvement Officers

Approval Process		Comments
Date of assessment	10/11/16	
Date of IO review	09/11/16	
Signed off	Yes	
Subject to minor amendments	No	
Any advice given	Yes	
Date published on corporate website		

Copies of all EIAs are stored electronically by the Improvement Team for internal reference. The Council publishes its Equality Impact Assessments as evidence of the analysis that it undertook to establish whether its policies, strategies, practices, services and functions would further or would have furthered the 3 aims of the general equality duty, details of the information that it considered and details of engagement undertaken when doing the analysis.

The general duty requires the council to:

- Eliminate discrimination, harassment & victimisation
- Advance equality
- Foster good relations between different groups