

Equality Impact Assessment

Context

1. under s.149 of the Equality Act 2010, when making decisions, Essex County Council must have regard to the Public Sector Equality Duty, ie have due regard to:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - gender
 - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. The EqIA will be published [online](#):
8. All **Cabinet Member Actions, Chief Officer Actions, Key Decisions** and **Cabinet Reports must be** accompanied by an EqIA.
9. For further information, refer to the EqIA guidance for staff.
10. For advice, contact:
Shammi Jalota shammi.jalota@essex.gov.uk
Head of Equality and Diversity
Corporate Law & Assurance
Tel 0330 134592 or 07740 901114



Section 1: Identifying details

Your function, service area and team: Essex Cares Limited

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:

Title of policy or decision: Essex Cares Limited – Access Group Contract

Officer completing the EqlA: Robert Derry, Head of Procurement and Business Development – Essex Cares Limited

Date of completing the assessment: 9 January 2020

Section 2: Policy to be analysed

| | |
|-----|---|
| 2.1 | <p>Is this a new policy (or decision) or a change to an existing policy, practice or project?</p> <p><i>New decision</i></p> |
| 2.2 | <p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p><i>ECL to enter into a contract with Access Group Limited for the supply of an ERP system to ECL</i></p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?</p> <p><i>The outcome that ECL hopes to achieve is by entering into a contract with Access Group Limited is for the provision of an ERP system to replace the current Finance, Rostering and HR systems.</i></p> |
| 2.3 | <p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none">• service users• employees• the wider community or groups of people, particularly where there are areas of known inequalities? <p><i>No..</i></p> <p>Will the policy or decision influence how organisations operate?</p> <p><i>No</i></p> |
| 2.4 | <p>Will the policy or decision involve substantial changes in resources?</p> |



| | |
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| | <p><i>The decision that this Equality Impact Assessment relates to is a decision regarding ECL, the decision is unlikely to have an effect on ECC's resources.</i></p> <p><i>With regards to ECL's resources, it is not anticipated that ECL will require a substantial change in resource.</i></p> |
| 2.5 | <p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p><i>By permitting ECL to enter into the contract with Access Group for this service it will assist in the Economic growth of ECL and enable inclusive economic growth by helping people in Essex prosper.</i></p> |



Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

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| 3.1 | <p>What does the information tell you about those groups identified?</p> <p><i>The population to be affected are ECL staff only as they will be the ones using the system.</i></p> |
| 3.2 | <p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p><i>Operational staff have been involved in the design and specification of the system,</i></p> |
| 3.3 | <p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary. Please include any reasonable adjustments, e.g. accessible formats, you will provide as part of the consultation process for disabled people:</p> <p><i>ECL has engaged with staff representatives already and they will continue to be involved throughout the design process.</i></p> |

¹ Data sources within EEC. Refer to Essex Insight:
<http://www.essexinsight.org.uk/mainmenu.aspx?cookieCheck=true>
with links to JSNA and 2011 Census.



Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

| Description of impact | Nature of impact Positive, neutral, adverse (explain why) | Extent of impact Low, medium, high (use L, M or H) |
|---|--|--|
| Age | Neutral. This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups. | L |
| Disability – learning disability | Neutral. This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups. | L |
| Disability – mental health | Neutral. This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups. | L |
| Disability – physical disability | Neutral. This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups. | L |
| Disability – sensory impairment (visual, hearing and deafblind) | Neutral. This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups. ECL sensory team have been involved with the design to ensure that the proposed system is suitably equipped to assist those with a sensory impairment. | L |



| | | |
|-----------------------------|---|---|
| Gender | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Gender reassignment | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Marriage/civil partnership | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Pregnancy/maternity | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Race | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Religion/belief | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Sexual orientation | <p>Neutral.</p> <p>This is for the implementation of a IT system for ECL staff and so is not anticipated to have any impact on any equality groups.</p> | L |
| Cross-cutting themes | | |



| Description of impact | Nature of impact Positive, neutral, adverse (explain why) | Extent of impact Low, medium, high (use L, M or H) |
|--|--|--|
| Socio-economic | Neutral. (The requirements are unaffected by socio-economic groups.) | L |
| Environmental, eg housing, transport links/rural isolation | Neutral. (The requirements are unaffected by environmental impacts.) | L |



Section 5: Conclusion

| | | Tick Yes/No as appropriate | |
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| 5.1 | Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups? | No <input checked="" type="checkbox"/> | |
| | | Yes <input type="checkbox"/> | If ' YES ', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place. |



Section 6: Action plan to address and monitor adverse impacts

| What are the potential adverse impacts? | What are the mitigating actions? | Date they will be achieved. |
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Section 7: Sign off

**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service: Claire Shuter

Date: 09/01/2020

Signature of person completing the EqlA: Robert Derry

Date: 09/01/2020

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

