

Equality Impact Assessment - head of service review

Reference: EQIA138471756

Submitted: 09 September 2019 13:49 PM

Executive summary

Title of policy or decision: To approve the Procurement of the Council's Microsoft Enterprise Licencing Agreement

Describe the main aims, objectives and purpose of the policy (or decision): This report seeks Cabinet Decision to re-procure the Essex County Council (ECC) Microsoft Enterprise Licencing Agreement for a period of 3 years to licence ECC to use the Microsoft Products (Outlook, Word, Excel, etc)

What outcome(s) are you hoping to achieve?: Transform the council to achieve more with less

Which strategic priorities does this support? - Transform the council to achieve more with less: Limit cost and drive growth in revenue

Is this a new policy (or decision) or a change to an existing policy, practice or project?: a new policy (or decision)

Assessing the equality impact

Use this section to record how you have assessed any potential impact on the communities likely to be affected by the policy (or decision): Impact is on staff (providing them access to MS products) and members of the public using Libraries and Youth Centres (allowing them access to MS Products on the computers ECC provide in Libraries and Youth Centers)

Does or will the policy or decision affect:

Service users: No

Employees: Yes

The wider community or groups of people, particularly where there are areas of known inequalities: Yes

Which geographical areas of Essex does or will the policy or decision affect?: All Essex

Will the policy or decision influence how organisations operate?: No

Will the policy or decision involve substantial changes in resources?: No

Is this policy or decision associated with any of the Council's other policies?: No

Description of impact

Description of Impact. If there is an impact on a specific protected group tick box, otherwise leave blank.:
No impact on any of the above groups

Action plan to address and monitor adverse impacts

Does your EqIA indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?: No

Details of person completing the form

I confirm that this has been completed based on the best information available and in following ECC guidance: I confirm that this has been completed based on the best information available and in following ECC guidance

Date EqIA completed: 09/09/2019

Name of person completing the EqIA: Tracey Kelsbie

Email address of person completing the EqIA: Tracey.Kelsbie@essex.gov.uk

Your function: Corporate Development

Your service area: Technology Services

Your team: Operations

Are you submitting this EqIA on behalf of another function, service area or team?: No

Email address of Head of Service: traceykelsbie@essex.gov.uk