

Cambridge City Council Equality Impact Assessment



Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from Suzanne Goff, Strategy Officer on 01223 457174 or email suzanne.goff@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Procurement Strategy April 2015 - March 2018

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The Strategy sets out the Council's approach to procurement during the strategy period. It identifies the main objectives for the procurement function going forward

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

X Residents

Visitors

X Staff

A specific client group or groups (please state):

Contracts and Suppliers that are interested in bidding for Council contracts

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

New

X Revised This Strategy follows on from the 2012-15 document

Existing

5. Responsible directorate and service

Directorate: Business Transformation

Service: Legal

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

No

Yes (please give details):

The various contracting departments throughout the Council will continue to be involved in the delivery of the Council's strategy in two stages. Firstly by applying the Strategy objectives and principles in procurements carried out and subsequently in the management and monitoring of the contracts that are put in place

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some age groups could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage.

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their age.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage.

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their disability.

(c) Gender

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage .

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their gender.

(d) Pregnancy and maternity

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage .

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their being a mother (or father) or pregnant.

(e) Transgender (including gender re-assignment)

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage .

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their gender assignment or re-assignment

(f) Marriage and Civil Partnership

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage .

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their being married or in a Civil Partnership.

(g) Race or Ethnicity

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

(h) Religion or Belief

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage.

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their religion or belief.

(i) Sexual Orientation

The Strategy requires the procuring officers to fulfil the duty imposed on local authorities by the Public Services (Social Values) Act 2012. Depending on the nature of the social value requirements built into each procurement exercise some people with a disability could be positively impacted.

Individual, procurement specific EQIAs will be carried out for most major procurements that will be undertaken during the strategy period.

The requirement for services and works contractors to pay at least the national Living Wage to contract (and sub-contract) staff working on Council premises will provide a degree of protection for people that are currently earning less than the Living Wage .

We do not consider that anything in the Procurement Strategy will negatively affect any group or person by reason of their sexual orientation.

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):

Low Income and Poverty

Social Value outcomes and priorities can focus where appropriate on those groups in Cambridge that are in the highest need – often those groups that are on the lowest income.

The requirement for contractors that have staff working on Council premises to pay those staff at least the National Living Wage is one measure that the Council can take to address the needs of those on the lowest incomes.

8. If you have any additional comments please add them here

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to Suzanne Goff, Strategy Officer, who will arrange for it to be published on the City Council's website.
Email suzanne.goff@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: Deborah Quincey, Strategic Procurement Adviser

Date of completion: February 2015

Date of next review of the assessment: January 2018

Action Plan

Equality Impact Assessment title:

Date of completion:

Equality Group	Age
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Disability
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Gender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Pregnancy and Maternity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Transgender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Marriage and Civil Partnership
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Race or Ethnicity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Religion or Belief
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Sexual Orientation
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Other factors that may lead to inequality	
Details of possible disadvantage or negative impact	
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