

Equality Impact Assessment (EIA)

Preliminary assessment form

The preliminary impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies which require a full EIA by looking at:
 - ◆ negative, positive or no impact on any of the equality groups
 - ◆ opportunity to promote equality for the equality groups
 - ◆ data / feedback
- prioritise if and when a full EIA should be completed
- justify reasons for why a full EIA is not going to be completed

Service Area:

Procurement/Finance Department

Title of policy, function or service:

Procurement Strategy

Type of policy, function or service:

Existing:

New/proposed

Changed

Q1 - What is the aim of your policy or new service?

Procurement has only recently been established as a dedicated corporate function for Shoreline. The procurement strategy will set out the intended direction of procurement activity for the next few years. It sets out a series of actions to be taken to improve procurement coordination within the organisation and, also, highlights key priorities for procurement.

Q2 - Who is the policy or service going to benefit?

The strategy is intended to strengthen Shoreline’s corporate capability and capacity to undertake procurement activity. It will benefit employees who need to take procurement decisions as part of their job role. In addition, effective procurement will also help Shoreline to manage its financial resources.

Q3 - Thinking about each group below, does, or could the policy, project, service have a negative impact on members of the equality groups below?

Group	Yes Negative	No Positive/ No impact	Unclear
Age	<input type="checkbox"/>	No	<input type="checkbox"/>
Disability	<input type="checkbox"/>	No	<input type="checkbox"/>
Ethnic Origin	<input type="checkbox"/>	No	<input type="checkbox"/>
Gender	<input type="checkbox"/>	No	<input type="checkbox"/>
Transgender	<input type="checkbox"/>	No	<input type="checkbox"/>
Religion/ Belief	<input type="checkbox"/>	No	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	No	<input type="checkbox"/>
Marital Status/ Civil Partnership	<input type="checkbox"/>	No	<input type="checkbox"/>
Pregnancy and Maternity	<input type="checkbox"/>	No	<input type="checkbox"/>
Other socially excluded groups	<input type="checkbox"/>	No	<input type="checkbox"/>

If the answer is “yes” or “Unclear” consider doing a full EIA

Q4 - Does, or could, the policy, project or service help to promote equality for members of the equality groups

Group	Yes	No	Unclear
Age	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Disability	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Ethnic Origin	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Gender	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Transgender	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Religion/ Belief	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Marital Status/ Civil Partnership	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and Maternity	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Other socially excluded groups	Yes	<input type="checkbox"/>	<input type="checkbox"/>

If the answer is “no” or “Unclear” consider doing a full EIA

Q5 - Do you have any feedback data from the equality groups that influences, affects or shapes this policy, project or service?

Group	Yes	No	Unclear
Age	<input type="checkbox"/>	No	<input type="checkbox"/>
Disability	<input type="checkbox"/>	No	<input type="checkbox"/>
Ethnic Origin	<input type="checkbox"/>	No	<input type="checkbox"/>
Gender	<input type="checkbox"/>	No	<input type="checkbox"/>
Transgender	<input type="checkbox"/>	No	<input type="checkbox"/>
Religion/ Belief	<input type="checkbox"/>	No	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	No	<input type="checkbox"/>
Marital Status/ Civil Partnership	<input type="checkbox"/>	No	<input type="checkbox"/>
Pregnancy and Maternity	<input type="checkbox"/>	No	<input type="checkbox"/>
Other socially excluded groups	<input type="checkbox"/>	No	<input type="checkbox"/>

If the answer is “No-” or “Unclear”, no-one knows or opinion is divided consider doing a full EIA

Q6 - Using the assessments in questions 3, 4 and 5 should a full assessment be carried out on this policy, project or service?

Yes		No	No
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If you have to complete a full EIA use the easy to follow toolkit and form on the Wire

Q7 - How have you come to this decision?

The procurement strategy in its own right has no potential for a negative impact on the groups referred to in this preliminary EIA. However, it does take account of the need to consider equality and diversity impacts when taking procurement decisions.

Q8 - What is your priority for doing the full EIA?

High	Medium	Low
N/A	N/A	N/A

Q9 - Who was involved in the EIA, and how?

N/A

This EIA has been approved by:

Roger Holloway

Date: 10th Oct 2011

Contact number: 01472 572241

Please send a copy of your completed EIA to the Business Improvement Team. We will contact you with any comments or queries about your preliminary EIA.