

EQUALITY IMPACT ASSESSMENT (EIA)

Commissioning Support Unit – Contract Management Benefits Realisation

Before completing this document please refer to our Guide to Equality Impact Assessments.

Service / policy / strategy / practice / plan being assessed	Contract Management – Benefits Realisation
Business Unit / Service Area	CSU
Is this a new or existing service / policy / strategy / practice / plan? <i>If an existing service / policy / strategy / practice / plan please state date of last assessment</i>	New
EIA Review team – list of members	Steve Smith
Do any other Business Units / Service Areas need to be included?	No. The scope of contract management benefits will include <u>ALL</u> WCC contracts, so a global impact is reflected in this EIA.
Date of assessment	29 th January 2020
Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees? <i>If yes please let your Assistant Director and the Customer Relations Team know as soon as possible</i>	No

Details of service / policy / strategy / practice / plan

Scoping and Defining	
(1) What are the aims, objectives and outcomes of the service / policy / strategy / practice / plan?	To achieve financial benefits from improved capability, capacity and commercialism in the Council's contract management.
(2) Who are the customers?	General population of Warwickshire.
(3) How has equality been considered in the development or review so far?	
(4) What is the reason for the change/development?	To achieve significant cashable benefit from contract management as a contribution to the Council's MTFS.
(5) How does it fit with Warwickshire County Council's wider objectives?	This is central to the enabler "Making Best Use of Resources"

<p>(6) Why might it be important to consider equality and the protected characteristics?</p>	<p>To ensure that any contract management activity does not adversely affect a current contract's performance, or adversely affect a market that would mean that suppliers/providers could not contract with the Council for the provision of specific services.</p>
<p>Information Gathering</p>	
<p>(7) What sources of data have you used?</p> <p><i>You must keep a record of any data you have currently used as supporting evidence</i></p>	<p>Supplier, contract management, spend, income data per contract.</p> <p>There is also intelligence about specific markets and options concerning contracting routes, procurement, frameworks and the like.</p>
<p>(8) What does the data you have tell you about your customers and about protected equality groups?</p>	<p>Spend analysis about the supply of goods and services to all customers.</p>
<p>(9) What do you need to know more about?</p>	<p>Specific detail segmenting customer groups with regards to the protected equality groups.</p>
<p>(10) How could you find this out and who could help you?</p>	<p>Commissioning leads in services could inform the intelligence – there may be data sets to support this.</p>
<p>Engagement and Consultation</p>	

(11) Who have you consulted with from protected equality groups?	None. But commissioning leads have been involved to date.
(12) Who else could you consult with?	Protected equality groups/technical expertise in directorates.
(13) Who can help you to do this?	Equalities and Diversity Team
Monitor and Evaluate	
(14) How will you monitor and evaluate the service / policy / strategy / practice / plan?	Using a simple and lean approach, each contract management benefit to be evaluated/screened for EIA. The service responsible for the contract spend will provide Assistant Director sign off before proceeding.

Please note: Further information and advice about the corporate consultation process can be found [here](#).

(15) Analysis of impact and potential actions:				
Protected characteristics from the Equality Act 2010	What do you know? Summary of data about/feedback from your service-users and/or staff	What does this mean?		What can you do? All potential actions to: <ul style="list-style-type: none"> ● Eliminate discrimination/mitigate negative impact ● Advance equality of opportunity ● Foster good relations
		Positive impacts identified (actual and potential)	Negative impacts identified (actual and potential)	
Age				
Disability				
Sex				
Race				
Religion or belief				

Gender Reassignment				
Pregnancy and Maternity				
Sexual orientation				
Marriage and Civil Partnership (Note: only in relation to due regard to eliminating unlawful discrimination)				

The detail to inform any analysis is not yet known. This would be provided and presented as part of specific contract management benefits contract by contract. At this stage, the impact is flagged as a risk to be quantified and mitigated before committing to the contract management benefit realisation.

Date of Next Review	29.01.2020
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Name and signature of Officer completing the EIA	Steve Smith
Name and signature of Assistant Director	Steve Smith
Name and signature of Directorate EDI Representative	

If you would like any support or advice on completing this document, please contact the Equality, Diversity and Inclusion Team on 01926 412370 or equalities@warwickshire.gov.uk

NEXT STEP ONCE COMPLETED:

Once signed off, ensure the completed EIA is saved in a secure place alongside all supporting documentation.