

## Worcestershire County Council Equality Impact Assessment Simplified Desktop Screening

This exercise is not an Equality Impact Assessment. It is a simplified desktop exercise designed to establish if there is a need to carry out a full assessment.

<b>Part One:</b> basic information needed to identify the policy/function and to prepare for the screening.		
1.1	Directorate and Section/Unit.	Environmental Services – ITS – Access Team
1.2	Title or brief description of the policy/function being screened.	Compile tender specifications together and award contracts
1.3	To which section of the Directorate or Corporate “business/service plan” does this relate?	Environmental Services Performance Plan <ul style="list-style-type: none"> <li>• Reducing traffic congestion and improving roads and road safety, for all who travel within or through the County</li> <li>• Improving customer access to our services and facilities</li> </ul>
1.4	Are there any related policies/functions? If so what are they?	Corporate procurement policy, Conditions of contract for the provision of transport of School children and Conditions of contract for the provision of transport of Social Services Clients
1.5	Screening carried out by	Paul Young and Darius Mason
1.6	Date of screening	20/08/2007
1.7	What is the policy or function trying to achieve?	Appropriate forms of transport provided on a cost effective/quality basis.
1.8	What are the specific outcome measures?	Appropriate transport provided that is efficient, cost effective and provides a quality service to clients.
1.9	Who is formally responsible for ensuring the delivery of this policy/function?	Darius Mason, Access Team, Integrated Transport Services
1.10	Who is responsible for leading the delivery if different from 1.9?	Paul Young, Access Team, Planning and Review Officer
1.11	Are there any priorities within this policy/function? If so what are they?	None, reviews are done on a need basis and determined by client directorates
1.12	Has any consultation, explicitly on the policy/function, taken place? If so who was consulted and when?	Not known
1.13	Is equality monitoring in place for this policy/function?	Unknown

**Part two:** the test to see if further action is required. For the purpose of this exercise concentrate on the impact on people of differing race, sex, disability, age, religion or belief and sexual orientation.

		Yes	No	Details
2.1	Is there any way in which the policy/function is directly discriminatory or in breach of the Council's Equality and Diversity Policy?		X	Reviews and re-tendering of contracts is determined by changing needs of clients that is in turn determined by our client directorates. These needs are assessed and reviewed to see if the most appropriate cost/quality mix of transport is being provided for these needs and reviewed/re-tendered appropriately in line with corporate procurement guidelines. In respect of this policy/function, we are looking to introduce Equality and Diversity training for in-house and externally provided (contractor) drivers in order to enhance the transport service provision. The Access Team compile the tender specifications from information and requirements provided by ACS and Children's Services. In addition, as part of the awarding of contracts, the Access Team does undertake quality inspection monitoring of the transport services.
2.2	Are there any barriers to people from minority groups getting the full benefit of this policy/function which have not been resolved as part of the policy/function?		X	See above
2.3	Are there any other ways the policy/function could unintentionally deliver poorer quality outcomes for individuals because they were members of a minority group?		X	See above
2.4	Could people from minority groups reasonably believe that they would be likely to get poorer benefits from the policy/function?		X	See above
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→ If the answer to any of these questions is yes or “could be yes” then you **must** take action. If the issue is straightforward remedy it **now** so the answer changes to no. If it cannot be remedied now or there are outstanding issues you should go on to a full EIA.