

## Bristol City Council Equality Impact Relevance Check

This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.



<b>What is the proposal?</b>	
Name of proposal	Direct Award of Microsoft Desktop Licensing Agreement
Please outline the proposal.	This proposal is to direct award compliantly via the KCS Framework for the Microsoft DTA Agreement.
What savings will this proposal achieve?	None
Name of Lead Officer	Simon Oliver

<b>Could your proposal impact citizens with protected characteristics?</b> (This includes service users and the wider community)
Please outline where there may be significant opportunities or positive impacts, and for whom.
No significant impact identified. Procurement will be via the KCS framework where suppliers demonstrate compliance with Equality Act 2010 via the Crown Commercial Service requirements.
Please outline where there may be significant negative impacts, and for whom.
No negative impact identified.

<b>Could your proposal impact staff with protected characteristics?</b> (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
No impact identified
Please outline where there may be negative impacts, and for whom.
No impact identified

<b>Is a full Equality Impact Assessment required?</b>
Does the proposal have the potential to impact on people with protected characteristics in the following ways: <ul style="list-style-type: none"> <li>• access to or participation in a service,</li> <li>• levels of representation in our workforce, or</li> <li>• reducing quality of life (i.e. health, education, standard of living) ?</li> </ul>

<p>Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.</p>	<p>No - this is largely a like for like service offering and we do not anticipate any impact to the existing service whilst we procure a new contract.</p>
<p>Service Director sign-off and date: Simon Oliver – 17/03/2021</p>	<p>Equalities Officer sign-off and date: Reviewed by equality officer 17/03/2021</p>