

# Equality Impact Assessment [version 2.9]



|  |   |
|--|---|
| Title: End User Computer Devices   |   |
| <input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service<br><input type="checkbox"/> Other [please state] | <input type="checkbox"/> New<br><input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing |
| Directorate: Resources   | Lead Officer name: Gavin Arbuckle   |
| Service Area: Digital Transformation   | Lead Officer role: Head of Service Improvement & Performance  |

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](http://sharepoint.com).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

### 1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

IT Services require to go out to tender for a replacement contract for the end user computer devices. This is to ensure that over the next 3 years we have a compliant contract in place to enable us to continue purchasing end user computer devices to meet the demands and needs of the business areas of Bristol City Council.

### 1.2 Who will the proposal have the potential to affect?

|  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> Bristol City Council workforce | <input type="checkbox"/> Service users                             | <input type="checkbox"/> The wider community |
| <input type="checkbox"/> Commissioned services                     | <input type="checkbox"/> City partners / Stakeholder organisations |  |
| Additional comments:   |  |  |

### 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

|                              |  |                 |
|------------------------------|--|-----------------|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | [please select] |
|------------------------------|--|-----------------|

We have not identified any equality impact from this request which is limited in scope to a replacement contract to supply computer devices. The proposed contract will continue to allow us to provide

computer systems with additional or adapted technology which may be required to meet the accessibility needs of disabled colleagues and is distinct from the Microsoft365 project requirement to deploy software applications which assist disabled staff within the Windows10 operating environment. Continued efficiencies and improvements in service delivery will ensure Council staff have appropriate, modern and fully supported IT equipment that is capable of delivering future innovation.

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

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|---|---|
| <b>Equality and Inclusion Team Review:</b><br><b><i>Reviewed by Equality and Inclusion Team</i></b> | <b>Director Sign-Off:</b><br>Gavin Arbuckle |
| Date: 2/11/2021   | Date: 04/11/21                              |

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.