

Equality Impact Analysis Record (Inclusion Risk and Benefits)

This form should be completed in conjunction with EIA Tip Sheet and Key EIA Considerations

Part 1 – The Document

1.	Name of Policy, Procedure, Activity, Decision or Service:	IT Strategy - 2017 - 2022		
	Status of PPADS (please tick)	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> UNDER REVIEW	<input type="checkbox"/> CHANGING <input type="checkbox"/> EXISTING
2.	a. Main purpose of PPADS:	<p>The IT Strategy outlines how the IT of ESFA has to change to maintain support of the ESFA business strategy together with suggesting programmes of work, financials to support and the general approach to strategy delivery.</p> <p>This is an IT Strategy rather than a customer / access to services strategy and therefore its focus is primarily on internal use of IT to enable / facilitate the delivery of services and therefore the primary impact will be on our own staff rather than the community. The majority of the activities that will be carried out as a result of the strategy will be where IT forms one element of a wider change in service or policy e.g. SHQ Relocation and it is anticipated that EIAs will be carried out at the stage that the service or policy change is approved. IT specific projects will be assessed and EIAs carried out in line with our corporate policy.</p>	b. Project Manager and Process owner:	Dan Drummond Interim ITG Manager
	c. Project/processes this PPADS is linked to:	IT Governance Integrated Risk Management Plan (IRMP) wide range of corporate projects with IT requirements		
3	List the information, data or evidence used in this analysis:	IRMP Senior Management engagement, engagement with key internal users / business process owners. Telent EU Procurement Process Documents Workforce Diversity Data		

Part 2 - Analysis

Characteristics	Neutral Impact (x)	Negative Impact* (Risk Assess & score)	Positive Impact (x)	Narrative Section, detail below why and how you scored impact, you should consider: What are the risks &/or negatives, benefits and or opportunities to that Protected Characteristic? You <u>will</u> need evidence to support your Analysis.
A person of a particular age	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Elements of the strategy if delivered will provide the organisation with flexibility around how and where work is delivered

				which on the whole should be viewed as a positive impact, for example enabling the Authority to roll out a homeworking policy.
A disabled person	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Technology supports inclusion, giving similar life chances to all. Elements of the strategy if delivered will provide the organisation with flexibility around how and where work is delivered which on the whole should be viewed as a positive impact, for example enabling the Authority to roll out a homeworking policy.
A person of a particular sex, male or female	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Women have taken advantage of the increased flexibility in employment conditions to combine roles in the care economy with professional roles elements of the strategy if delivered will provide the organisation with flexibility around how and where work is delivered which on the whole should be viewed as a positive impact, for example enabling the Authority to roll out a homeworking policy and better support work life balance.
Pregnancy, Maternity, Marriage or Civil Partnership	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Elements of the strategy if delivered will provide the organisation with flexibility around how and where work is delivered which on the whole should be viewed as a positive impact, for example enabling the Authority to roll out a homeworking policy and better support work life balance.
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>		<input type="checkbox"/>	This strategy applies to all but is not expected to impact specifically on this group.
A person of a particular race	<input checked="" type="checkbox"/>		<input type="checkbox"/>	This strategy applies to all but is not expected to impact specifically on this group
A person of a particular religion or belief	<input checked="" type="checkbox"/>		<input type="checkbox"/>	This strategy applies to all but is not expected to impact specifically on this group

Transgender a person whose gender identity/expression does not make their assigned sex	<input checked="" type="checkbox"/>		<input type="checkbox"/>	This strategy applies to all but is not expected to impact specifically on this group
Community considerations Application across communities or associated with socio-economic factors considering the 10 dimensions of Equality	<input checked="" type="checkbox"/>		<input type="checkbox"/>	This strategy applies to all but is not expected to impact specifically on this group.

Criminal convictions	<input checked="" type="checkbox"/>		<input type="checkbox"/>					
Rural living	<input checked="" type="checkbox"/>		<input type="checkbox"/>					
Human rights	<input checked="" type="checkbox"/>		<input type="checkbox"/>					
Part 3 – The results								
	Yes	No						
Are there negative scores in Low ? (see guidance)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If Yes, list any actions required to adjust the activity and any mitigation you will implement in the action plan below in section 6</i>					
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If No, I & D will contact you about this</i>					
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Are one or more negative scores in Medium or High ? (See guidance)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If Yes, Contact I & D for further consultation</i>					
Part 4 - Consultation, decisions and actions								
If medium or high range results were identified who was consulted and what recommendations were given?								
Describe the overall decision on this Policy, Procedure, Activity, Service or Decision:								
Telent as our service delivery contractor has been through an extensive and compliant EU procurement process equality is a key component of the process.								
A number of the activities set out in the Strategy enable wider change in policy or service delivery. Whilst key IT may only be one component of that change, EIAs will be supported by the ITG and carried out as part of the approval of that wider policy or service delivery change as part of the project managers responsibilities as detailed in the mitigation actions attached.								
A key equality benefit of this strategy if deliver will be increased flexibility to staff we understand this to have a positive impact on a number of protected Characteristics.								
List all actions identified to address/mitigate negative risk or promote positively								
Action	Responsible person		Completion due date					
Ensure that EIAs are considered and carried out where appropriate for IT specific projects	ITG Manager		31/03/18					
When, how and by whom will these actions be monitored?								
IT Strategy Board / Inclusion & Diversity Adviser - ongoing								
Part 5 – Sign Off								
Created by (Print Name): Dan Drummond	Department: Resources							
Signature**Dan Drummond	Date: 25.04.17							
To be completed by Equalities Team								
Signature** Nicky Thurston	EIA number: EIA/25042017/G10							
Assessment date: 25.04.17	Review date: 24.04.22							

**** Please type your signature to allow forms to be sent electronically****

Part 6 - Equality Improvement Plan

Issues Area of adverse impact and Reasons	Solution Action What can be done to mitigate impact, what can be done to obtain further information	Responsibility/Lead Manager Who will be responsible for this action	Target Timescales When will this be completed Financial factors	Comments Corporate Risk Factors
Equitable approach to activities to be delivered as part of the IT or in conjunction with IT Strategy	EIA's to be undertaken by Project Managers in accordance with service guidelines	Project Manager	2017-22	No compliance with the Public Sector Equality Duty.