



## Equality Impact Assessment

### Responsibility and Ownership

Name of policy, practice, service or function: Mobile Device Policy...

Responsible department: joint ICT service.....

Service area: Joint ICT service.....

Lead Officer: Nick Blaney.....

### Other members of assessment team

Name	Position	Area of expertise
Amar Bashir	Improvement Officer	Equalities

## Scope of the assessment

1	<b>What are the main aims/objectives or purpose of the policy, strategy, practice, service or function?</b>	To provide a common policy across the strategic Alliance and address anomalies within the current policies.
2	<b>Are there any external factors we need to consider like changes in legislation?</b>	HMRC guidelines on 'benefits in kind' and Public Service Network(PSN) compliance.
3	<b>Who implements the policy, strategy, practice, service or function?</b>	Once approved by SMAT and Cabinet the policy will be implemented by the joint ICT service.
4	<b>Who is affected by the policy, strategy, practice, service or function?</b>	All staff and members who use council provided mobile devices such as smart phones and tablets.
5	<b>What outcomes do we want to achieve, why &amp; for whom?</b>	Provide a common understanding on how council provided mobile devices should be used.
6	<b>What existing evidence do you have on the impact of the policy, strategy, practice, service or function?</b>	The existing policy documents are now out of date and do not provide a common policy position across the Strategic Alliance. This may lead to confusion and inadvertent misuse.
7	<b>How is information about the policy, practice, service or function publicised?</b>	This will be published via the intranets and members portals.

## Identifying Potential Equality Issues

Consider any impacts / barriers on each of the protected characteristics set out below and consider any that might cross over e.g.: between race / disability, gender / religion and belief, sexuality / age etc. Indicate where the policy, practice, service or function could have a positive or negative impact for different groups and your reasons. Specify which data sources have informed your assessment. **Each Council has a Single Equality Scheme which provides an equality profile for the district which may be helpful.**

### Race – no adverse impact

8	Identify any adverse impacts/barriers of the policy or procedure on people who may be disadvantaged because of their race		
	White	English / Welsh / Scottish / Northern Irish / British	
		Irish	
		Gypsy or Irish Traveller	
		Any other White background	
	Asian / Asian British	Indian	
		Pakistani	
		Bangladeshi	
		Chinese	
		Any other Asian background	

<b>8</b>	<b>Identify any adverse impacts/barriers of the policy or procedure on people who may be disadvantaged because of their race</b>		
	Black / African / Caribbean / Black British	African	
		Caribbean	
		Any other Black / African / Caribbean / Black British background	
	Any other ethnicity	Arab	
		Any other ethnic group	

**Sex / gender – no adverse impact**

<b>9</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their gender</b>	
	Female	
	Male	
	Transgender	

**Age - no adverse impact**

<b>10</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their age</b>	
	0-9 years	
	10-15 years	
	16-18 years	
	19-24 years	
	25-34 years	
	35-44 years	
	45-54 years	
	55-59 years	
	60-64 years	
	65 years and over	

**Disability**

<b>11</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their disability or long term ill health</b>	
	Physical or mobility impairments	On the request for a mobile device the requestee is asked to highlight any special requirements
	Sensory (hearing, visual, speech)	Built in software functionality can assist with visual impairment. Any specific needs around hearing or speech would need to be addressed on a case by case basis.
	Mental health	
	Learning disabilities	
	Non-visible conditions such as epilepsy or diabetes	

**Religion or belief – no adverse impact**

<b>12</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their religion or belief, including non belief</b>	
	No religion	
	Christian	
	Buddhist	
	Hindu	

<b>12</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their religion or belief, including non belief</b>	
	Jewish	
	Muslim	
	Sikh	
	Any other religion	
	Any other philosophical belief	

**Sexual orientation – no adverse impact**

<b>13</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of their sexual orientation</b>	
	Heterosexual	
	Lesbian	
	Gay	
	Bisexual	
	Prefer not to say	

## Other categories

<b>14</b>	<b>Identify any adverse impact/barriers of policy, practice, service or function on people who may be disadvantaged because of other factors</b>	
	Rural / urban	Derbyshire is known to have a number of areas of poor reception. Breadth and strength of signal has been a key factor in the choice of provider.
	Carers	
	Child poverty	
	Social value*	
	Any other	

\*The [Public Services \(Social Value\) Act](#) requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. Before they start the procurement process, commissioners should think about whether the services they are going to buy, or the way they are going to buy them, could secure these benefits for their area or stakeholders.

## Analysing the information and setting equality objectives and targets

Service or function	Policy or practice	Findings	Which groups are affected and how	Whose needs are not being met and how?



**Document the evidence of analysis**

<b>Data or information</b>	<b>When and how was it collected?</b>	<b>Where is it from?</b>	<b>What does it tell you?</b>	<b>Gaps in information</b>
Customer feedback and complaints				
Consultation and community involvement				
Performance information including Best Value				
Take up and usage data				
Comparative information or data where no local information available				
Census, regional or national statistics				
Access audits or other disability assessments				
Workforce profile				
Where service delivered under procurement arrangements – workforce profile				

Data or information	When and how was it collected?	Where is it from?	What does it tell you?	Gaps in information
Monitoring and scrutiny arrangements				

**Recommendations and Decisions**

**Take immediate action by:**

Amending the policy, strategy, practice, service or function	
Use an alternative policy, strategy, practice, service or function	
Develop equality objectives and targets for inclusion in the service plan	
Initiate further research	
Any other method (please state)	

**All actions must be listed in the following Equality Impact Assessment Improvement Plan Summary**

**Equality Impact Assessment Improvement Plan Summary**

**Name of policy, practice, strategy, service or function** joint Mobile Phone Policy.....

**Department** ...joint ICT service.....

**Date of assessment** ...19<sup>th</sup> August 2016.....

Please list all actions, recommendations and/or decisions you plan to take as a result of the equality impact assessment.

Recommendation/Decision	Action Required	Responsible Officer	Target Date	Resources	Progress	Actual Outcome

Please state where the departmental electronic assessment will be kept:

[Equalities Impact Assessment.docx](#).....

Please send your completed assessment form to:

Amar Bashir Improvement Officer (NEDDC Equality lead) Customer Service and Improvement Transformation Directorate Ext: 7047 <a href="mailto:Bashir.amar@ne-derbyshire.gov.uk">Bashir.amar@ne-derbyshire.gov.uk</a>	Lynne Cheong Improvement Officer (BDC Equality lead) Customer Service and Improvement Transformation Directorate Ext 2407 <a href="mailto:Lynne.cheong@bolsover.gov.uk">Lynne.cheong@bolsover.gov.uk</a>
Please note the Improvement Team is a joint team and as such cover is provided across both councils– please contact the NEDDC/BDC leads as required.	

## Improvement Officers

Approval Process		Comments
Date of assessment		Submitted 13 <sup>th</sup> August 2016
Date of IO review		
Signed off	Yes	As per email from A. Bashir on 13 <sup>th</sup> September
Subject to minor amendments	No	
Any advice given	No	
Date published on corporate website		

Copies of all EIAs are stored electronically by the Improvement Team for internal reference. The Council publishes its Equality Impact Assessments as evidence of the analysis that it undertook to establish whether its policies, strategies, practices, services and functions would further or would have furthered the 3 aims of the general equality duty, details of the information that it considered and details of engagement undertaken when doing the analysis.

The general duty requires the council to:

- Eliminate discrimination, harassment & victimisation
- Advance equality
- Foster good relations between different groups