

## Initial Equalities Screening Record Form

<b>Date of Screening:</b> 22 <sup>nd</sup> April 2013	<b>Directorate:</b> ASCH&H	<b>Section:</b> Performance & Resources	
<b>1. Activity to be assessed</b>	Please give full details of the activity Adult Social Care information management system contract replacement		
<b>2. What is the activity?</b>	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input checked="" type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change		
<b>3. Is it a new or existing activity?</b>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Existing		
<b>4. Officer responsible for the screening</b>	Sandie Slater		
<b>5. Who are the members of the screening team?</b>	ASCH&H IT Board		
<b>6. What is the purpose of the activity?</b>	To identify the impact of replacing the IT system on staff and users of the system		
<b>7. Who is the activity designed to benefit/target?</b>	Staff and users of the IT system		
<b>Protected Characteristics</b>	<b>Please tick yes or no</b>	<b>Is there an impact?</b>	<b>What evidence do you have to support this?</b>
<b>8. Disability Equality</b>	Y √	N	Need to consider users of the system where there is a disability need
<b>9. Racial equality</b>	Y	N √	
<b>10. Gender equality</b>	Y	N √	
<b>11. Sexual orientation equality</b>	Y	N √	
<b>12. Gender re-assignment</b>	Y	N √	
<b>13. Age equality</b>	Y	N √	

14. Religion and belief equality	Y	N √		
15. Pregnancy and maternity equality	Y	N √		
16. Marriage and civil partnership equality	Y	N √		
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders) and on promoting good community relations.	Information contained within the IT system in some cases will relate to Carers or they may wish to access information on behalf of their cared for person.			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	N/A			
19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	No difference.			
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?	Y	N √	Please explain for each equality group	
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?	N/A			
22. On the basis of sections 7 – 17 above is a full impact assessment required?	Y	N √		
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.				
Action			Timescale	Person Responsible
				Milestone/Success Criteria

Full project management procedures will be implemented for the OJEU Tender process and throughout the life cycle of the project to implementation.	TBD	ASCH&H IT Board	This will be established within the Project Plan and agreed by the ASCH&H IT Board.
<b>24. Which service, business or work plan will these actions be included in?</b>	Within the ASCH&H Performance and Resources Work Plan		
<b>25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?</b>	Discussion with departmental managers of the future requirements for a replacement system.		
<b>26. Chief Officers signature.</b>	Signature: Sandie Slater		Date: 23 <sup>rd</sup> April 2013