

Presentation of the Draft Contract  
Procedure Rules to Corporate Governance  
21 October 2014

Equality Impact Assessment

## <Title of the proposal being assessed>

**Contact:** Stuart Andrews, Finance and Assets

**Updated:** 21.10.14

### 1. What type of proposal / decision is being assessed?

A new or revised policy
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### 2. What is the purpose of this proposal / decision, and what change (to staff or the community) will occur as a result of its implementation?

The adoption by Corporate Governance of the Draft Contract Procedure Rules prior to submission to full Council. There will be no effect on the staff or community following implementation.
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### 3. Does this proposal / decision require an equality impact assessment? If no, please explain why.

*Please note: if the proposal will have an impact on people (staff or the community) then an equality impact assessment **must** be undertaken*

<b>No</b>	The proposal is for the adoption of the revised Contract Procedure Rules which will have no effect on people, either staff or in the community as this is an internal set of regulations
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### 4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken

*(Please refer to section 1 in the toolkit for guidance)*

Consultation has been undertaken with all Service areas of the Council and there are no detrimental effects on any staff group as identified in the EIA Toolkit,
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### 5. Will this proposal / decision have a positive impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?

*(Please refer to section 1 in the toolkit for a description of the protected characteristics)*

There will be no changes following this proposal

**6. Will this proposal / decision have a disproportionate negative impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**

No

**7. Has the proposal / decision been amended to eliminate or reduce any potential disproportionate negative impact? If no, please explain why.**

No	There will be no changes following this proposal
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**8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

No	This proposal is for the adoption of the revised Contract Procedure Rules where there are no further actions.
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Action(s)	Owner	By when?
<Please describe>	<Enter Name>	<DD.MM.YY>
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## 9. Declaration

Every reasonable effort has been made to eliminate or reduce any potential disproportionate impact on people sharing protected characteristics. The actual impact of the proposal / decision will be reviewed at the appropriate stage.

Review Date:	01.11.2017
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Name of Lead Officer for Equality Impact Assessment	Date
Stuart Andrews	21.10.14

**Please note you will be required to publish the outcome of the equality impact assessment if you identify a substantial likely impact.**