

EQUALITY IMPACT ASSESSMENT SUMMARY TEMPLATE

WEST LOTHIAN COUNCIL EQUALITY IMPACT ASSESSMENT SUMMARY West Lothian Council Procurement Strategy and Policy	
Assessment made by:	Michelle Kelly – Finance Services Anne-Marie McMillan – Property Services
Others involved in assessment:	Neil Gubby – Finance Services Kenny Selbie – Equality Officer Kenny Gray – Finance Services Iain Kefferty – Finance Services Alistair Smith – Operational Services Scott Hughes – Property Services
Summary of assessment (this will be published). What you did What evidence you used What you found What consultation you undertook What changes you made What will happen next	<p>The assessment reviewed the West Lothian Council Procurement Strategy and Policy. The Council does not have any internal evidence that suggests that the procurement strategy or policy has impacted, or is impacting, adversely on any equality target groups. However, given the legislative focus and national level data related to the procurement function the discussions during the assessment process raised issues related to the positive promotion of equality and how the organisation ensures that general and core requirements within contracts related to equality are appropriately identified and implemented, whether this be related to race, disability, gender, sexual orientation, religion or belief or age equality. Consideration was given to positive action initiatives that could be implemented to support the organisation to meet any unidentified requirements of particular groups. The recommendations (prior to conclusion of consultation) include taking the following issues into account:</p> <ul style="list-style-type: none"> • Ensuring minimum standard of equality

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	<p>requirement is built into all specifications and contracts;</p> <ul style="list-style-type: none">• Producing a guide to equality in procurement for council employees;• Raising awareness amongst business community of impact assessment work;• Raising awareness amongst business community regarding the process for tender; and• Producing a guide to equality in procurement for suppliers and potential suppliers.		
<p>For a copy of the detail of this Equality Impact Assessment, please contact:</p> <table><tr><td data-bbox="194 752 687 857"><p>Michelle Kelly michelle.kelly@westlothian.gov.uk Tel: 01506 774040</p></td><td data-bbox="778 752 1382 857"><p>Anne-Marie McMillan anne-maire.mcmillan@westlothian.gov.uk Tel: 01506 773629</p></td></tr></table>		<p>Michelle Kelly michelle.kelly@westlothian.gov.uk Tel: 01506 774040</p>	<p>Anne-Marie McMillan anne-maire.mcmillan@westlothian.gov.uk Tel: 01506 773629</p>
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