

Equalities Analysis in Lambeth

Proposal Title *

Laptops, Desktops, associated products and services procurement

Author

Neeraj Mitra

Please provide name of lead author and/or those within project team who may be required to contribute to this assessment

Who will sign off the assessment?

Paul Day

Please indicate who will be involved in approving this assessment. This will need to be signed off by the Director

Q1a. What is changing?

There is an ongoing requirement for purchasing laptops and other end user computing products and services for new joiners, replacing out-of-support laptops and fulfilling the requirement of other transformation projects. The current contract agreement with XMA Ltd (for laptops) and Insight (UK) Direct (for desktops) will expire on 31st May 2021. It is proposed to undertake further procurement of these services to ensure a route to market is available to deliver five-year Technology strategy covering financial years 2020/21 to 2024/25. The proposed plan support "investing in your technology" theme from "Your Future Lambeth".

This is a contract for ICT Hardware (Laptops etc). The hardware that we will procure will be similar or better than what we are currently using and all these products are designed for people of diverse abilities. There has not been any new innovation in these products with regards to accessibility. The software such as Windows 10 and other specific accessibility software powers accessibility solution for visual and hearing impairments. Lack of manual dexterity are not covered under this contract.

What is the most significant or key change taking place? Can you indicate the type of change in your response (e.g. policy/decision/strategy/ service/procedural/ geographic/procurement etc.) so it is clear what is being equalities assessed? Why is this change happening? What do you aim to achieve? Can you clearly indicate what decision-makers are being asked to take a decision on?

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Q1b. Who will be involved in approving this decision?

Procurement Board, Head of ICT, Strategic Director, Resident Services, Assistant Director – Corporate Finance, Cabinet Members, Contracts Lawyer-Legal Services

Who else will be involved in signing-off this decision?

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Q2a. What do we know about the people who will be impacted by this change?

All Lambeth staff use these devices and as far as we know there is no impact as a result of this procurement.

There are feedback channels which staff can use to report any problems that they have had with accessing the system because of a disability?

The staff can report any problems via IT's DIY system

There were no concerns flagged up about the previous contract. IT have regular meetings with HR on all issues and there was no specific input on this procurement.

What does your information tell you about the people who will be affected by this change? Are protected groups impacted? What information do you hold on the protected characteristics of the people affected by the change? (Age, disability, gender reassignment, pregnancy and maternity, race/ethnicity, religion or belief, gender, sexual orientation, health, socio-economic, language) Are there any gaps or missing information?

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Q2b. How will they be impacted by the change?

All Lambeth staff use these devices and as far as we know there is no impact as a result of this procurement.

Would you assess the impact as positive, adverse, neutral? Do you have any uncertainty about the impact of your proposal? Is there a likelihood that some people will be more impacted than others? Can you describe the ways in which they will be affected? How might this change affect our 'general duty'?

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Q3a. How do you plan to promote and deliver any positive impacts of the proposal?

The positive impacts of this procurement will be promoted via established communication channels such as SharePoint, Newsletters and Yammer.

Innovations in the new contract which will improve accessibility and ease of use of the service, represent an advance on the previous contract.

The hardware that we will procure will be similar or better than what we are currently using and all these products are designed for people of diverse abilities. There has not been any new innovation in these products with regards to accessibility.

The monitors that we will procure will include large monitors with higher resolutions. Specialist monitors for accessible usage are usually not procured under this contract. IT uses specialist suppliers to procure special accessible hardware and software.

Lambeth IT will provide any support to improve accessibility and ease of use within its knowledge constraints but this is outside the scope of this procurement.

How might the principles of fairness, equality of opportunity and positive relationships be further promoted as a consequence of this proposal? How do you propose to measure your positive outcomes and the benefits outlined to find out if these have been achieved?

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Q3b How do you plan to address and mitigate any negative impacts of the proposal?

As of now, we have not identified any negative impacts of the procurement.

What impact has this evidence had on what you are proposing? What can you do differently that might lessen the impact on people within the timeframes i.e. development-implementation? Who can help you to develop these solutions?

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Q4. How will you review/evaluate your proposal, mitigating actions and/or benefits? Who will be responsible for this?

The proposal will be reviewed and evaluated by the ICT Contracts Team. We will also review the benefits as an annual exercise.

We will ensure that only suitable hardware is procured that is compatible with accessibility software currently in use in the council and keep abreast new technologies that can help people with disabilities.

Who will you be accountable to for the above actions/outcome? How will those responsible know these actions have worked? What performance indicators will you use to demonstrate this? Are there any other forms of evidence you can use to support this assessment of their effectiveness?

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Section to be completed by Sponsor/Director/Head of Service

Outcome of equality impact assessment

- No adverse impact, no change required
- Low adverse impact, minor adjustment required
- Significant adverse impact, further action required
- Significant impact identified unable to mitigate fully
- Unlawful in/direct discrimination, stop and rethink

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Comments from Sponsor/Director/Head of Service

Approved. P Day 17 Feb 2021.

Submit for approval

Submit for approval

Executive Approval

Approved

Attachments

[Business Case - Laptops and associated services \(EA20\).docx](#)

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