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People Impact Assessment (PIA)

Policy/activity or service area to be assessed:	ICT Change Management Policy, Job No: 1267	Person completing assessment:	
Reason for this assessment: <i>(new policy / review etc)</i>	New policy	Date of assessment:	7 June 2021

A PIA involves analysing the effect, or potential effect, of the way we do our business upon groups that share protected characteristics as defined in the Equality Act 2010. This requires us to look at the equality data which we capture or have access to and to consider the outcome of our community engagement. We need to assess whether our policies and practices show 'due regard' for the three aims (see below) of the Public Sector Equality Duty (PSED). The analysis should highlight effects that *increase* equality, *decrease* equality or have *no impact* upon equality across the protected characteristics. Its purpose is not just to paint a picture, but to *identify practical steps* to improve our performance by:

- (a) Eliminating any unlawful discrimination,**
- (b) Advancing equality of opportunity and**
- (c) Fostering good relations between different groups.**

1. Briefly describe the purpose, aims and objectives of the policy/activity: ¹	To ensure that any changes to the Service's ICT systems or infrastructure are carefully controlled to reduce the risk of unforeseen consequences or security issues.
2. Who is the policy/activity aimed at: (communities, staff, partners etc)	The policy is aimed at employees and third parties involved in implementing and maintaining the Service's ICT systems and infrastructure.
3. Who is responsible for the policy/activity: (Directorate/Department/individual)	Protective security steering group, Senior Information Risk Owner (SIRO) and Information Security Manager.

1. For 'policy': any new and existing policy, strategy, services, functions, work programme, project, practice and activity. This includes decisions about budgets, procurement, commissioning or de-commissioning services, service design and implementation.
2. Socio economic is not a Protected Characteristic under the Equality Act 2010. We will however demonstrate due regard to it because as a risk factor poverty has a significant contributor to inequality indicators. Also when present alongside a PCs or multiple PCs the risk increases exponentially

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Equality Statement

Clearly explain and provide supporting evidence to show how the policy/activity satisfies the three aims of the Public Sector Equality Duty (PSED) and **DOES NOT** cause or have the potential to cause a **NEGATIVE** (detrimental) effect:

The policy satisfies the PSED by:

- 1) Eliminating any unlawful discrimination – by ensuring the Service implements suitable measures to reduce the risk of losing access to systems as a result of planned changes.
- 2) Advancing equality of opportunity – the availability of systems enables the Service to use this data to perform its duties and provide the service required by all members of the Service and community.
- 3) Fostering good relations between different groups – maintaining good system security reduces the risk of reputation damage that may impact on the Service's ability to work with various stakeholders.

Where the policy/activity **DOES** or has the **POTENTIAL TO** have a **NEGATIVE** (detrimental) effect indicate which of the Protected Characteristics **MUST** be considered:

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Describe the NEGATIVE (detrimental)	
Age	NA
Disability	NA
Gender reassignment	NA
Marriage or civil partnership	NA
Pregnancy or maternity	NA
Religion or belief	NA
Race	NA
Sex	NA
Sexual orientation	NA
Socio-economic disadvantage ²	NA

* **NOTE:** Where any **NEGATIVE** (detrimental) effects are likely to occur:

- (a) For the policy/activity to continue corrective actions/amendments **MUST** be taken to prevent/minimise unlawful discrimination
- (b) An action plan **MUST** be completed (next section)
- (c) Where a negative (detrimental) effect can not be avoided, continuation of the policy/activity (with or without amendment) **MUST** be justified
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Action plan

This action plan **MUST** accompany the policy/activity and be used continually to assess any negative (detrimental) effects resulting from the delivery of or amendments to the policy/activity based on customer feedback and evaluation.

Negative/detrimental effect	Action needed to prevent/minimise it	By who	By when	Complete (tick)
Lack of due regard as stipulated by the Equality Act 2010 in policy development	NA			
Age	NA			
Disability	NA			
Pregnancy and Maternity	NA			
Sex	NA			

All Completed PIA's should be submitted to E&D team for approval.

Signed: _____ (E&D)

Name: _____

Date: _____

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