

Customer Access Review – Initial Screening

| Screening details | |
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| Assessment area | Email and internet use policy |
| Date of screening | 02/06/2016 |
| Directorate and Service | Strategic (Internal) ICT |
| Manager | Richard James |
| Officer conducting screening | Richard James |
| Screening questions | |
| 1 | <p>What are the aims and objectives of the activity or proposal?</p> <p>To ensure that all users of Council email and internet systems are aware of the guidance about their usage and particular the need to comply with the guidelines.</p> |
| 2 | <p>Who will be affected by the activity or proposal?</p> <p>All users of Council email and internet systems.</p> |
| 3 | <p>Is there any indication that different groups of people have or will have different needs, experiences, issues or priorities in relation to the activity or proposal? Consider this in relation to the protected characteristics of age, disability, pregnancy and maternity, religion or belief, race, sex, sexual orientation, gender reassignment</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain:</p> |
| 4 | <p>Please indicate which aims of the General Equality Duty the activity or proposal is relevant to</p> <p>a) To eliminate unlawful discrimination and victimisation and other conduct prohibited by the Equality Act 2010?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please explain:</p> <p>The policy is not relevant to the aims of the General Equality Duty</p> <p>b) To advance equality of opportunity between those who share a protected characteristic and those who do not?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please explain:</p> <p>The policy is not relevant to the aims of the General Equality Duty</p> <p>c) To foster good relations between the people who share a protected characteristic and those who do not?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>The policy is not relevant to the aims of the General Equality Duty</p> |

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| 5 | Please identify the degree to which the activity or proposal has been assessed as relevant to equality | High – The activity or proposal shows a high degree of relevance to one or more protected characteristic and / or one or more aim of the General Equality Duty | <input type="checkbox"/> |
| | | Medium – The activity or proposal shows a moderate degree of relevance to one or more protected characteristic and / or one or more aim of the General Equality Duty | <input type="checkbox"/> |
| | | Low – The activity or proposal is not relevant to any protected characteristic and / or any aim of the General Equality Duty | <input checked="" type="checkbox"/> |
| Screening outcome | | | |
| If the Initial Screening has identified a high or medium ranking, a full Customer Access Review is required If a low ranking has been identified, a full Customer Access Review is not required | | | |
| 6 | As a result of this Initial Screening, is a full Customer Access Review required? | <input type="checkbox"/> Yes Go on to complete a full Customer Access Review | <input checked="" type="checkbox"/> No Send this Initial Screening to the Policy & Projects Officer |