

Customer Access Review – Initial Screening

Screening details	
Assessment area	User Acceptance 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 new users of Council information and information technology systems are aware of the need for Information Security and have an appreciation of their responsibilities.</p>
2	<p>Who will be affected by the activity or proposal?</p> <p>All users of Council information and information technology 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: 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: 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>

Customer Access Review – Initial Screening

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