



Equality Impact Assessment

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

1. IDENTIFICATION OF FUNCTION, POLICY OR PLAN	
Name of function/policy/plan to be assessed	Provision of meals to nursery and preschool pupils.
Service/service area responsible	Corporate Services, IT and Facilities.
Name of person carrying out the assessment and contact details	Anne Harrison, Catering Manager, tel 879238, anne.harrison@orkney.gov.uk .
Date of assessment	08/06/2018.
Is the function/policy/plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly)	Change to current policy to implement charges for provision of school meals to nursery and pre-school pupils who do not meet the criteria for free school meals (FSM) and who are currently receiving meals free of charge.
2. INITIAL SCREENING	
What are the intended outcomes of the function/policy/plan?	To cover the cost of providing school meals to nursery and pre-school pupils.
State who is, or may be affected by this function/policy/plan, and how	Three and four-year olds, looked after children aged 2 and 2-year olds subject to a kinship care order who do not meet the criteria for provision of free school meals and their parents and / or carers.
How have stakeholders been involved in the development of this function/policy/plan?	There has been discussion with Education, Leisure and Housing who are unable to contribute towards funding. To date there has been no discussion with parents and / or carers.
Is there any existing data and/or research relating to equalities issues in this policy area? Please summarise. e.g. consultations, national	The Scottish Government has undertaken assessments concerning the expansion of provision of early years and childcare provision but this does not specifically consider access to meal provision.

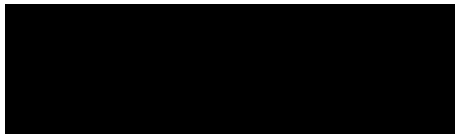
surveys, performance data, complaints, service user feedback, academic/consultants' reports, benchmarking (see equalities resources on OIC information portal)	
Could the function/policy have a differential impact on any of the following equality strands?	(Please provide any evidence – positive impacts/benefits, negative impacts and reasons)
1. Race: this includes ethnic or national groups, colour and nationality	No, this would apply to all pupils not meeting the criteria for provision of free school meals.
2. Sex: a man or a woman	Will have an impact on the family budget of up to £6.90 per child per week which may impact on women as primary carers.
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes	No known differential impact.
4. Gender Reassignment: the process of transitioning from one gender to another	No known differential impact.
5. Pregnancy and maternity	No known differential impact.
6. Age: people of different ages	3 and 4-year olds, looked after children aged 2 and 2-year olds subject to a kinship care order.
7. Religion or beliefs or none (atheists)	No known differential impact.
8. Caring responsibilities	No known differential impact.
9. Marriage and Civil Partnership	No known differential impact.
10. Disability: people with disabilities (whether registered or not)	No known differential impact.

3. IMPACT ASSESSMENT	
Does the analysis above identify any differential impacts which need to be addressed?	No.
How could you minimise or remove any potential negative impacts?	Possibly application of a lower charge for this group of £2.20 per meal. No other scope within service budget.
Do you have enough information to make a judgement? If no, what	Yes.

information do you require?	
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4. CONCLUSIONS AND PLANNED ACTION	
Is further work required?	Yes.
What action is to be taken?	Monitoring of uptake and impact on budget.
Who will undertake it?	Catering Manager.
When will it be done?	Monthly as part of BMR process.
How will it be monitored? (e.g. through service plans)	Budget Holder Cost Centre Statement and school meals self-evaluation records.

Signature



Date 08/06/2018

Name ANNE HARRISON
(BLOCK CAPITALS)

Please sign and date this form, keep one copy and send a copy to HR and Performance. A Word version should also be emailed to HR and Performance at hrrsupport@orkney.gov.uk