



Haringey Council

Equality Impact Assessment

Name of Project	Catering Services (School Meals Delivery)	Cabinet meeting date <i>If applicable</i>	Cabinet Member signing 31 st March 2015
Service area responsible	Direct Services		
Name of completing officer	Andy Briggs	Date EqIA created	23 rd February 2015
Approved by Director / Assistant Director		Date of approval	

The Equality Act 2010 places a ‘**General Duty**’ on all public bodies to have ‘**due regard**’ to:

- **Eliminating discrimination, harassment and victimisation**
- **Advancing equality of opportunity**
- **Fostering good relations**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a ‘**Specific Duty**’ to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

Stage 1 – Names of those involved in preparing the EqIA	
1. Project Lead Marianna Clune-Georgiou	5.
2. Equalities / HR Zakir Chaudhry /Tina Ohagwa	6.
3. Legal Advisor (where necessary)	7.
4. Trade union	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups

The current in house Catering Service has been providing meals to schools has been in decline since 2006. The trend of schools leaving the service continues and is primarily led by cost, customer service and quality and an every growing external competition. Therefore, it is proposed to cease the provision of the in house service from April 2016.

In order to ensure the continuity and quality of school meal provision within Haringey schools the following options are under consideration, other than direct delivery by Haringey:

- and procure an external provider from an existing supplier framework.
- Schools directly deliver.
- Service delivered via a neighbouring authority.

If any one of these options is taken forward, it is likely that frontline staff would either be transferred under the TUPE Regulations 2006 (amended 2013) to the new provider or be internally transferred protecting the terms and conditions of employment for these members of staff.

Therefore, it is likely frontline, kitchen based staff would not be impacted by any of the options under consideration with respect to the protected characteristics.

However, in all of these options, the back office support and management are likely to be displaced, this is a small staff group of 5 people.

Therefore, this equalities impact assessment will focus on staff performing the back office support and management roles.

Due to the nature of the business there is a higher number of female staff with 98.44% compared to 67% across the Council as a whole. Due to the term time working arrangements and retainer fee paid during school holidays, the work has always been popular with mothers of school age children from the local area, with just over 64% of staff being borough residents.

Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment

Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the Council’s workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.

Data Source (include link where published)	What does this data include?
EqIA Profile on Harinet and employee equality monitoring data	Age, gender, ethnicity, disability information – for the Council

Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment

This section to be completed where there is a change to the service provided

Data Source (include link where published)	What does this data include?
No changes to service provision proposed; therefore no impact assessment required	

Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:

Positive and negative impacts identified will need to form part of your action plan.

	Positive	Negative	Details	None – why?
Sex				No impact as proposals do not impact on service delivery
Gender Reassignment				No impact as proposals do not impact on service delivery
Age				No impact as proposals do not impact on service delivery
Disability				No impact as proposals do not impact on service delivery
Race & Ethnicity				No impact as proposals do not impact on service delivery
Sexual Orientation				No impact as proposals do not impact on service delivery
Religion or Belief (or No Belief)				No impact as proposals do not impact on service delivery
Pregnancy & Maternity				No impact as proposals do not impact on service delivery
Marriage and Civil Partnership				No impact as proposals do not impact on service delivery

Stage 5b – For your employees and considering the above information, what impact will this proposal have on the following groups:

Positive and negative impacts identified will need to form part of your action plan.

	Positive	Negative	Details	None – why?
Sex	Yes	Yes	Significant overrepresentation of Female employees 80% across relevant all pay grades compared to 51 % across ES & CS, under representation of Male employees 20% compared to 67% in the Council as a whole.	
Gender Reassignment	No data held	No data held	No data held	No data held
Age		Yes	No staff under 35, some over representation in the age group 45-55, with 40% of employees in this group with 3% across the Council as a whole, over representation of staff in the age group 55-65 with 40% of staff in this group compared to 21% across the whole of the Council.	
Disability	Yes	Yes	Significant over representation of staff with declared disability 20%, compared to 19% in the Council workforce as a whole.	
Race & Ethnicity	Yes	Yes	Over representation of BME staff with 80% compared to 69% in the Council, under representation of white staff with 20% compared to 29% in the Council workforce as a whole.	

Sexual Orientation	No data held	No data held	No data held	No data held
Religion or Belief (or No Belief)	No data held	No data held	No data held	No data held
Pregnancy & Maternity	No data held	No data held	No data held	No data held
Marriage and Civil Partnership	No data held	No data held	No data held	No data held

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
<ol style="list-style-type: none"> 1. Impact on frontline staff will be limited due to them being protected as part of the transfer to a different employer, or internal transfer to the school. 2. Impact on office based staff would likely be redundancy due to deletion of posts, as it is unlikely that they will be required under the options being explored. 	<ul style="list-style-type: none"> • Consultation with all staff and Trade Unions throughout the process ensuring they are all kept up to date and informed regarding the transfer to ensure they have no addressed concerns or worries. • Seperate consultation with office based staff and Trade Unions due to possibility of a different outcome. • Negotiations will be held with the future provider in an effort to transfer these staff also, however it is unlikely all staff will transfer. • Staff are being given the opportunity to apply for Voluntary Redundancy and there is support for these staff for planning their future within the current workforce plan. • Staff will be given the opportunity for redeployment and support as above.

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	What does this data include?
Informal consultation (information sharing) has been held with all staff on the following dates 22 nd & 23 rd Dec 2014 17 th February 2015 Meeting regarding the future of the Catering Service held with Office based staff and HR held on 16 th September 2014, following the departure of several schools in September to alternative providers. A separate informal consultation (information sharing) meeting was held with	

office based staff on 25th February 2015.

Stage 8 - Final impact analysis

Stage 9 - Equality Impact Assessment Review Log

Review approved by Director / Assistant Director

Date of review

Review approved by Director / Assistant Director

Date of review

Stage 10 – Publication

Ensure the completed EqIA is published in accordance with the Council's policy.