

Appendix 4 - EIA Record

Date of EIA 7 February 2005
 Directorate Education and Libraries

		Step
Function or policy to be assessed	School Meals Catering: Pricing and Contents Policy	2
Is it a policy or function	<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Function	
Is it a new or existing policy or function?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
Aim / objective / purpose of the policy or function	The purpose of the policy/function is to: Bring to the attention of all schools the policies of the LEA in relation to school meals.	
Who is responsible for the policy or function?	The person/section/team responsible for this policy/function is: Planning, Property and Contracts Officer	
With regard to the equalities themes, which groups might be impacted by the policy or function?	<input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Disability Gender Age <input checked="" type="checkbox"/> Religion or Belief Sexual Orientation	3
Which groups might be affected adversely ?	<input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Disability Gender Age <input checked="" type="checkbox"/> Religion or Belief Sexual Orientation	
On what grounds can adverse or differential impact be justified?	On the grounds that every individual has a right to the appropriate meal.	
What evidence has been found to indicate that the policy or function might need to be amended? (Include any consultation undertaken)	We know from experience that there are a variety of ethnic groups with a range of dietary needs. The policy therefore must focus on identifying and meeting this range of needs. There is an insufficient focus on these needs in the policy.	4
What consultation will be necessary to support or	<i>If evidence cannot be found to suggest how a function or policy can be amended, additional research and consultation must be considered.</i> No further consultation required.	5

confirm your conclusions?		
Will the conclusions drawn reduce or remove adverse or differential impact?	Yes	6
What changes are proposed to the policy or function to reduce or remove adverse or differential impact?	Cultural needs must be met. The key objectives in the policy need to reflect the importance of meeting these cultural needs. Consultation needs to be built into the policy. Thorough and appropriate consultation needed with all groups about food content.	7
Has the information in this EIA been made publicly available and where?	Yes Through the publication of this EIA	8
In to which plan or strategy has the necessary action been incorporated?	Service Plan	8
What monitoring arrangements have been put in place?	To ensure that equality objectives are met, we shall be monitoring ... The recommendations are to be communicated to the policy owner. The policy will be reviewed in a years time to ensure the recommendations have been taken into consideration and changes made. Review date is noted in schedule.	9