

EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. Identify the Policy, Project, Service Reform or Budget Option to be assessed

A clear definition of what is being screened and its aims

2. Evidence & Engagement

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. Differential Impact

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. Outcomes and Action

Develop an action plan to make changes where a negative impact has been assessed

5. Monitoring Outcomes and Next Steps

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

Fees and Charges

b) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

Education Services offers a school meal service to all pupils in both mainstream and the ASL sector. This includes young people who pay and also those who are entitled to a free school meal each day. In relation to school lets, Education Services, in partnership with Glasgow Life offers school lets to the general public. School lets are subject to a charge. Schools are widely used for a range of activities including sports activities, meetings and functions.

There will be an increase in charges for school lets and school meals. The charge for a school meal will rise from £1.50 to £1.70 from August 2015 and from £1.70 to £1.90 in August 2016 and income from school lets will increase by 3%. Glasgow has a history of providing school meals at a cost less than other local authorities in Scotland. This increase will still represent good value and still be less than other L.A.'s. The proposed increase in the price of school lets is aligned to proposed increases in let charges for Glasgow Life and is competitive in the market.

The change in prices for school lets and school meals is universal and will not adversely affect particular groups. In relation to school meals, those young people entitled to a free school meal will be unaffected by this change. Similarly, those groups offering activities for the benefit of the community will retain their right to remain on the lowest price band.

Fees and Charges Screening

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c) Name of officer completing assessment (signed and date)

Caroline Rickard 16 Dec 14

d) Assessment Verified by (signed and date)

Samir Sharma 19/12/14

2. EVIDENCE & ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact negatively or positively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. This will provide you with what do you need to know that will provide you with evidence of the needs of the diverse population and their needs.

Please name any research, data, consultation or studies referred to for this assessment:	Please state if this reference refers to; Gender, BME, Disabled people, LGBT, older people, children & young people or faith & belief.	Do you intend to set up your own consultation? If so, please list the main issues that come from this consultation.
Consideration has been given to the impact of increasing prices for school meals and school lets for users		no

3. DIFFERENTIAL IMPACT

Use the table below to tick where you think the project, policy or strategy has either a negative impact (could disadvantage them) or a positive impact (contributes to promoting equality or improving relations within a equality group), based on the evidence you have collated

		Positive Impact – it could benefit an equality group	Good Practice/ Promotes Equality or improved relations	Negative Impact – it could disadvantage an equality group	Reason for Change in Policy or Policy Development
GENDER	Women	N/A			
	Men	N/A			
RACE	Asian People	N/A			
	Black People	N/A			
	Chinese People	N/A			
	White People	N/A			
	People of mixed race	N/A			
	European People (Polish, Greek, Italian, etc)	N/A			
DISABILITY	Physical disability	N/A			
	Sensory Impairment (sight, hearing,)	N/A			
	Mental Health Issues	N/A			
LGBT	Lesbians	N/A			
	Gay Men	N/A			
	Bisexual	N/A			
	Transgender	N/A			
AGE	Older People (60 +)	N/A			
	Younger People (16-25)	N/A			
	Children (o-16)	N/A			
MARRIAGE & CIVIL PARTNERSHIP	Women	N/A			
	Men	N/A			

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		Positive Impact – it could benefit an equality group	Good Practice/ Promotes Equality or improved relations	Negative Impact – it could disadvantage an equality group	Reason for Change in Policy or Policy Development
	Lesbians	N/A			
	Gay Men	N/A			
PREGNANCY & MATERNITY	Women	N/A			
		N/A			
RELIGION & BELIEF	Input *	N/A			
		N/A			

* There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts

Fees and Charges Screening

Continue to answer or tick the following questions where the initial screening (above) indicated that there may be a negative impact on certain equality groups. ** Equality Legislation listed a back of this document.

IMPACT	YES	NO
HIGH		
There is substantial evidence and/or concern that people from different groups or communities are (or could be) differently affected by the policy.	.	No
MEDIUM		
There is some evidence and/or some concern that people from different groups or communities are (or could be) differently affected		No
LOW		
There is little or no evidence that some people from different groups or communities are (or could be) differently affected.		No
Does the negative impact breach any of the equality legislation? **		No
	Immediately	Within next 6 months
The negative impact requires action to be taken		

** See summary of legislation in appendix at the back of this form (you may also require to refer directly to the Equality Act 2010)

4. OUTCOMES AND ACTION

SCREENING ASSESSMENT OUTCOME ACTIONS

Screening Outcome	Yes /No /Not At This Stage	Further Action Required	Lead Officer	Timescale for Resolution
Was a significant impact from the project, policy or strategy identified?	Not at this time			
Does the project, policy of strategy require to be amended to have a positive impact?	Not at this time			
Does a Full Impact Assessment need to undertaken at this time?	Not at this time			
If none of the above is required, please recommend the next steps to be taken. (i.e. is there a strategic group that can monitor any future impacts as part of implementation?)				

5. MONITORING OUTCOMES AND NEXT STEPS

The equalities impact assessment screening is not an end in itself but the start of a continuous monitoring and review process.

It is our responsibility to identify any current, new or developing issues raised by the community.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

Legislation

Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: <https://www.gov.uk/equality-act-2010-guidance>

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: <http://www.equalityhumanrights.com/about-us/devolved-authorities/the-commission-in-scotland/legal-news-in-about-us/devolved-authorities/the-commission-in-scotland/articles/understanding-the-scottish-specific-public-sector-equality-duties>

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.