

## Equality Impact Assessment Form

<b>Name of Strategy/Policy:</b>	Food Law Enforcement Service Plan 2007-2008 and Sampling Policy 2007-2008	
<b>Officer Name(s):</b>	Hayley Robinson-Mitchell Philip Mepham	
<b>Job Title &amp; Location:</b>	Principal Environmental Health Officer ( Food Safety) Stubbylee Hall, Bacup	
<b>Department/Service Area:</b>	Streetscene and Liveability Environmental Health	
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<b>Date Assessment:</b>	<b>Commenced:</b> 21/6/07	<b>Completed:</b> 21/6/07

### 1. Impact Assessment – Policy and Target Outcomes

- a) Summarise the main aims/objectives of the strategy, policy, procedure or project (refer to **“Notes for Guidance”** for details).

The objective of the Food law Enforcement Service Plan and the Sampling Policy is to describe how food law is enforced in Rossendale using the full interpretation of enforcement to include inspection, investigation, sampling, intelligence,

education and information.

b) Is the policy under review (please tick)

New/proposed  Modified/adapted  Existing

c) Who will be the main beneficiaries, targets or users of this strategy, policy, project or procedure?

- Customers/citizens of the district**
- Targeted/specific groups of customers/citizens (indicate below in [d]).
- Elected Members/Councillors
- Internal colleagues/customers or other public authorities e.g. government agencies
- Community Groups/voluntary sector groups or campaign/interest groups
- Staff/employees (in their contractual position) and/or potential employees/trainees.
- Any other stakeholder e.g. trade unions, contractors, suppliers, district partners, public agencies (not directly under Council control), intermediaries representing interest groups e.g. tenants, developers, legal agencies or third parties.**

Specify in box below:

Customers and other businesses within Rossendale

d) Please detail below specific equality groups – for example disabled citizens, elderly or infirm/female or non-traditional users who are seen as intended beneficiaries from this policy/strategy/project/procedure (see “**Notes for Guidance**”).

Key equality groups as intended beneficiaries (where appropriate):  
This plan covers the entire population as beneficiaries as food is essential for life.  
This plan also covers people outside Rossendale who consume food manufactured or prepared within the Borough

e) To assist with the assessment you may need to consider collecting the following information you require, before completing the table in Section 2:

- NATIONAL DATA eg surveys, reports, statistics, etc which point up specific areas/issues.
- LOCAL DATA eg demographics, service mapping studies & relevant research.
- MANAGEMENT INFO eg data collected for operational/financial or other purposes.
- MONITORING DATA eg information already available or collected. For example: disability type, age band, gender, location. (ref existing BVPIs).
- CONSULTATION/CONTACT DATA eg user group feedback, representations, specific consultation events etc.
- CUSTOMER COMPLAINT/FEEDBACK eg results of investigations, inquiries, elected member cases, normal complaints/compliments etc.
- Views of LSP Officers, independent externals, contractors/suppliers, partners and academia (if relevant).
- OTHER eg frontline employee feedback, other research, experiences of other agencies/local authorities, councillors mailbags/surgeries.

f) Is further consultation, data collection or research still required?

Yes

No

(If yes then complete Action Plan)

Key Actions (note responsible officer(s)):

- Consultation with external agencies
- Inter authority audit in 2007
- Consultation using a summer edition of newsletter going to all food businesses in Rossendale
- Monitor Enforcement decisions and Complaints against Black and Minority Ethnic Businesses

## 2. Impact – Evidence

a) Using the table below please tick whether you have evidence that the policy/strategy has a negative, positive or neutral impact on any of the equality groups listed below

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
<b>Gender</b>	Women		Yes	There could be an issue for Asian Women who prepare food in the home- how do we get information to them if they have poor use of English	

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
	Men				Yes
<b>Race (Ethnicity or Nationality)</b>	Asian or Asian British people		Yes	High proportion of people from ethnic minorities own and work in food businesses therefore we need to ensure we communicate effectively	
	Black or black British people				Yes
	Chinese or other ethnic people		Yes	High proportion of people from ethnic minorities own and work in food businesses therefore we need to ensure we communicate effectively	
	Irish people				Yes
	White people				Yes
	Chinese people				

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
	Other minority communities not listed above e.g. traveller/European (please state below):		Yes	Increasing number of Eastern Europeans working in food businesses, we need to ensure we communicate effectively	
<b>Disability</b>	Physical/learning/mental health		Yes	Learning difficulties will decrease ability of food business operators and employees to comply with food law	
<b>Sexuality</b>	Lesbians, gay men and bisexuals				Yes
<b>Gender Identity</b>	Transgender people				Yes
<b>Age</b>	Older people (60+)				Yes
	Younger people (17-25), and children				Yes
<b>Belief</b>	Faith groups *				Yes

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
<b>Other Groups (e.g. carers, rural isolation)</b>		Yes		The Food law enforcement service plan includes action to improve access to services to enable healthy eating and access to healthy food	
<b>Equal opportunities and/or improving relations</b>	Note impact on group relations <u>between</u> and any effects on social cohesion.				

**Notes:**

\* Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs, Hindus. Consider faith categories individually and collectively when considering positive and negative impacts.

- b) If the table above is not fully completed, what further information does the Assessor need?

- c) Based on a summary of the evidence obtained, are there specific equality groups more affected than others by this policy/project etc area? If so indicate briefly below.

South Asian food business operators, employees and consumers due to language and culture barriers

Chinese food business operators due to language and culture barriers





### 3. Impact – Nature/Type

- a) Could you further improve the strategy, project, policy or procedure's positive impact?

YES  NO

If "Yes", briefly summarise below how the positive impact could be improved upon.

Key Actions: Yes, can always improve, increase food forum activities to engage those living in rural areas and those with a disability

- b) If you indicated that there is neutral impact, could this be changed to become positive?

YES  NO

If yes, briefly summarise below how this impact could be minimised or removed:

Key Actions:  
Men – through the food forum we will work to increase healthy eating in the workplace  
Younger people – working to promote passport to work to increase skills for work and for looking after themselves when they leave home  
Older people – work on going to promote access to food service and food forum activities will target older people to promote healthy choices and access to healthy food

- c) You need to think about how you can mitigate any adverse or negative impact or use the policy to promote a positive impact. If the proposed policy or project has a:

**High Impact** – you have identified that the policy or project will have a high, negative impact i.e. that it may be or is unlawfully discriminating against some groups, you will have to take immediate action to mitigate this.

Or:

**Lower Impact** – if you have identified that the policy would have a negative or adverse impact (that may not be lawful) you will also need to consider what changes you could make to remove this impact.

If you have identified adverse impact you must determine whether you will recommend that the Council should:

- Change the policy, stating what the changes should be
- Revise the policy, stating the revisions
- Consult further if you feel that you do not have enough information

Actions arising from the impact assessment should form part of the Service Planning Process.

Key Actions:

Provide translators where required or requested for workshops and coaching

One to one coaching provided to lower the impact

Documented Safer Food Better Business Packs to enable Food Business operators to comply with the law is provided translated into Chinese

#### 4. Impact Assessment - Summary

##### a) Key Findings

Please list the major outcomes/results/findings of this assessment in relation to equality which require action by the Council:

Key Findings:

There are several communities that could be disadvantaged by the Food Law Enforcement Service Plan, these are

- Asian women at home who may not get access to the service or have language or cultural barriers
- Asian and Chinese food business operators or employees and we must ensure our communication is effective.
- Food Business operators or employees with learning difficulties who are less able to comply with complex food law and complete and implement documented food safety systems

b) "Public Duty" Issues

Refer to "**Notes for Guidance**". Given the three strands of legal duty, please identify which particular issues are essential for the Council to address:

Consultation to follow  
Issues to address are the impact of the Food Law Enforcement Service plan in relation to disabled residents and also the impact on businesses where there maybe communication issues either re race or learning diifficulties

Need further data to make sure we are assessing fully – direct consultation with disabled groups, race equality forum and asian women's group for example

**5. Impact Assessment – Further Action**

a) As a result of collecting evidence (including consultation) have any changes been made, or are planned, to this policy, strategy, procedure or project?

**Yes**

No

(If yes then complete Action Plan)

Key Actions (note responsible officer(s) or political body as required):

Consultation  
Language support and publicity  
One to one coaching

b) Has a monitoring/evaluation/review process been set up to check the successful implementation of the policy/strategy including improved outcomes?

**Yes**

No

If yes, briefly summarise below:

Yes existing customer satisfaction surveys

- c) Please briefly describe how the above monitoring/evaluation will ensure the policy/strategy will be reviewed/monitored for impact (indicate timescale):

*Monthly reviews with staff , on going customer consultation, food newsletters, communications through the food forum and performance management meetings*

**Please complete the Action Plan overleaf**

- d) If no further action is to be taken as a result of this assessment:

1. Are you convinced that no discriminatory action is evident in the implementation of this policy, procedure, etc?

Yes  No

2. Have you weighed up and considered any negative impact and the options to change, alter or adapt?

Yes  No

3. Do you intend/recommend a further review? If yes, indicate timescale.

Yes

No  (Timescale:.....)

**IMPACT ASSESSMENT ACTION PLAN**

Please list below any recommendations for action that you plan to take as a result of this impact assessment (refer to Sections 3 & 4).

Issue	Action required	Lead officer	Timescale	Resource implications	Comments
Need for more data/consultation	Consult with disabled groups,	HSM			
	Consult with Asian and Chinese Food Business operators	HSM			
	Consult with Asian and Chinese consumers and Asian Women's Group	HSM			



## Equality Impact Assessment

### Checklist & Signature Sheet

<b>Name of Strategy/Policy:</b>	Food Law Enforcement Service Plan and Sampling Policy
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Please check the following steps have been completed before signing below:

- Sections 1 to 4 completed
- Action Plan completed
- Notified all relevant Officers/Service Areas/Partners

Signed: .....

Job Title:..... Department: .....

Date commenced Assessment:..... Date completed: .....

Date received in HR:.....

Received in HR by:.....

**Please sign the EQIA as indicated above, retain a copy and send a copy of the full EQIA, including the Action Plan, to:**

**Liz Murphy**  
**Head of Human Resources**  
**Kingfisher Business Centre, Futures Park**  
**Bacup**  
**OL13 OBB**  
[lizmurphy@rossendalebc.gov.uk](mailto:lizmurphy@rossendalebc.gov.uk)

#### MANAGEMENT ACTION REQUIRED (to be completed by the Head of HR)

- Referred back to Assessor for amendment .....(date)
- Refer to Committee ..... (specify committee & date)
- Considered by Corporate Equalities Implementation Group..... (date)
- Published/made publicly available on ..... (date)

Signed:..... (Head of HR) Date:.....

Date of Review:.....