

Equality Impact Assessment

A. Information about the policy

Policy title	Food Service Plan 2026-2027
Lead officer (name and role)	Katie Heath, Principal Environmental Health Officer
Date of assessment (dd/mm/yyyy)	18/06/2026
Summary of the policy	Annual service plan for the Food & Safety Team meeting the FSA requirement to provide a service plan for the delivery of food hygiene and food standard controls. The plan includes a synopsis of performance in the previous year and outlines the work allocation to the Food & Safety Team, plus resourcing requirements for the current year.

B. Initial assessment

Guidance [delete before finalising]: If the answer to **all** the questions below is “no”, then a full EIA is **not** required, and you do not have to complete this template. However, you must ensure that the rationale for this is recorded elsewhere in an appropriate place (for example, the “Equalities” section of a business case).

If the answer to **any** of the questions is “yes”, a full EIA is required. Please complete sections A-D.

Note that the impact of the proposal on people with different protected characteristics can be positive as well as negative. If there is a positive impact, this should be recorded as a “yes” and a full EIA is required.

	Assessment
PSED Aim 1 (unlawful behaviour): Could your policy lead to <u>direct or indirect discrimination</u>, <u>harassment</u>, <u>victimisation</u>, or any other conduct prohibited by the Equality Act 2010?	No
PSED Aim 2 (equal opportunities): - Could your policy affect how service users or employees access services or participate in activities relevant to your policy area? - Could it impact people with particular protected characteristics who have a disproportionately low level of access to services, participation in public life, or other activities? - Could it create or worsen disadvantages and inequalities in your community?	No

• Could it remove or minimise disadvantages and inequalities in your community?	
PSED Aim 3 (good relations): • Could your policy affect how people perceive or interact with others? • Could it help tackle prejudice and promote understanding between people with different protected characteristics? • Could it lead to prejudice, community tensions, conflicts, isolation, or segregation?	No

C. Full assessment

i. Impact on protected characteristics

Guidance [delete before finalising]: Carry out a full assessment of the impact of the policy on the protected characteristics set out in the table below. The first nine items on the list are the protected characteristics set out in the Equality Act. In addition, the Council has identified three additional characteristics that should also be considered as protected characteristics for the purposes of an EIA. As set out above, the expected impact on a particular protected characteristic can be positive as well as negative. If there is no expected impact on a particular protected characteristic, you can write in "None".

Protected characteristic	Expected impact	Evidence
Age		
Disability		
Gender reassignment		
Pregnancy and maternity		
Race		
Religion or belief		
Sex		
Sexual orientation		
Marriage and civil partnership		
Membership of the armed forces community*		
Socio-economic disadvantage*		
Experience of care*		

*Additional characteristics identified by the Council to be considered in Equality Impact Assessments.

ii. Mitigating Actions

Guidance [delete before finalising]: List actions to mitigate any negative impacts identified for people with protected characteristics listed in the table above, including meeting the needs of disabled people specifically and actions to alleviate disadvantage and under-representation. If there are no negative impacts, please write “N/A”.

Negative impact	Mitigating action

iii. Monitoring and Review

Guidance [delete before finalising]: There are no set rules on when and how often policies need to be monitored for their actual equality impact. You should take a proportionate approach in setting out your monitoring and reporting plans. Aligning your equality impact monitoring and reporting to the wider evaluation plans you have in place for the policy will save you time and resources.

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D. Approval

Approving officer (name and role)	Date (dd/mm/yyyy)