

## Equality Impact Assessment (EIA):

<b>Name of Report/Proposal/Strategy:</b>	Commercial Team Service Plan		
<b>Name (Key Officer/Author):</b>	Steve Cox	<b>Business Unit:</b>	Community Safety
<b>Position:</b>	Environmental Health Manager	<b>Tel:</b>	
<b>Date:</b>	20 <sup>th</sup> May 15	<b>Email:</b>	Steve.cox@torbay.gov.uk

Since the Equality Act 2010 came into force the council has continued to be committed to ensuring we provide services that meet the diverse needs of our community as well as ensure we are an organisation that is sensitive to the needs of individuals within our workforce. This Equality Impact Assessment (EIA) has been developed as a tool to enable business units to fully consider the impact of proposed decisions on the community.

This EIA will evidence that you have fully considered the impact of your proposal / strategy and carried out appropriate consultation with key stakeholders. The EIA will allow Councillors and Senior Officers to make informed decisions as part of the council's decision-making process.

### Relevance Test – ‘A Proportionate Approach’

Not all of the proposals or strategies we put forward will be ‘relevant’ in terms of the actual or potential impact on the community in relation to equality and vulnerable groups. For instance, a report on changing a supplier of copier paper may not require an EIA to be completed whereas a report outlining a proposal for a new community swimming pool or a report proposing a closure of a service would.

Therefore before completing the EIA please answer the following questions. If you answer ‘yes’ to any of the questions below you must complete a full EIA.

1)	<b>Does this report relate to a key decision?</b>	Y X	N <input type="checkbox"/>
2)	<b>Will the decision have an impact (i.e. a positive or negative effect/change) on any of the following:</b> <ul style="list-style-type: none"> <li>• <b>The Community (including specific impacts upon the vulnerable or equality groups)</b></li> <li>• <b>Our Partners</b></li> <li>• <b>The Council (including our structure, ‘knock-on’ effects for other business units, our reputation, finances, legal obligations or service provision)</b></li> </ul>	Y <input type="checkbox"/> Y <input type="checkbox"/> Y <input type="checkbox"/>	N X N X N X

**Section 1: Purpose of the proposal/strategy/decision**

No	Question	Details
1.	Clearly set out the purpose of the proposal	Two statutory requirements to set out Food Safety Service Plan and Supply of Age Restricted Products Policy. The former relates to the advice/inspections in relation to food business, the later relates to Test purchase and related work.
2.	Who is intended to benefit / who will be affected?	Both businesses and the community at large as the work is aimed at protecting the public from criminal activity and poor hygiene standards.
3.	What is the intended outcome?	Safety foods and no underage sales

## Section 2: Equalities, consultation and engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **equalities, consultation and engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions / proposals on the Torbay community.

### Evidence, consultation and engagement

No	Question	Details
4.	Have you considered the available evidence?	Not applicable
5.	How have you consulted on the proposal?	No
6.	Outline the key findings	N/A
7.	What amendments may be required as a result of the consultation?	N/A

## Positive and negative equality impacts

No	Question	Details		
8.	<b>Identify the potential positive and negative impacts on specific groups</b>	<i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the ‘neutral’ column to explain why.</i>		
		Positive Impact	Negative Impact	Neutral Impact
	All groups in society generally			X
	Older or younger people			X
	People with caring responsibilities			X
	People with a disability			X
	Women or men			X
	People who are black or from a minority ethnic background (BME)	<i>(please note Gypsies / Roma are within this community)</i>		X
	Religion or belief (including lack of belief)			X
	People who are lesbian, gay or bisexual			X
	People who are transgendered			X
	People who are in a marriage or civil partnership			X
	Women who are pregnant / on maternity leave			X
	Socio-economic impacts			X

No	Question	Details	
	(including impact on child poverty issues and deprivation)		
9.	<b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and / or foster good relations?</b>	N/A	

**Section 3: Steps required to manage the potential impacts identified**

No	Action	Details	
10.	<b>Summarise any positive impacts and how they will be realised most effectively?</b>	N/A	
11.	<b>Summarise any negative impacts and how these will be managed?</b>	N/A	

**Section 4: Recommended course of action**

No	Action	Details
12.	State a recommended course of action  [please refer to action after section 5]	N/A

### Section 5: Monitoring and action plan

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	N/A

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

### Action plan

Please detail below any actions you need to take:

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	<i>This should include actions highlighted from the sections 3, 4 &amp; 5</i>				
2					

3					
4					
5					