

## EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

<b>Name of 'proposal' and how has it been implemented</b> (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Free School Meals for Primary Age Pupils
<b>Directorate / Service</b>	Education, Social Care and Wellbeing
<b>Lead Officer</b>	Robert McCulloch-Graham
<b>Signed Off By (inc date)</b>	<b>David Tully (20<sup>th</sup> March 2014)</b>
<b>Summary – to be completed at the end of completing the QA (using Appendix A)</b> (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: green; margin-right: 10px;"></div> <div> <p><b>Proceed with implementation</b></p> <p>As a result of performing the QA checklist the Free School Meals Proposal does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p> </div> </div>

Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
<b>1</b>	<b>Overview of Proposal</b>		
a	Are the outcomes of the proposals clear?	YES	
b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is	YES	From an overview of the proposal and the supporting evidence there has been no identified negative impact on any

	there information about the equality profile of those affected?		<p>of the 9 Protected Characteristics.</p> <p>This proposal will positively impact all school children as it will provide free school meals for all Year 3 – Year 6 pupils who are not otherwise eligible.</p> <p>89.3% of the school population were classified as belonging to an ethnic group other than White British compared to 26.6% in England overall (London figure is 69.3%)<sup>1</sup>.</p> <p>We provide meals suitable for pupils who have special dietary needs in some schools – this includes Halal meat. However, the provision of religious/culturally specific dietary requirements is a decision taken by the Governing Body of the specific school.</p>
<b>2</b>	<b>Monitoring / Collecting Evidence / Data and Consultation</b>		
<b>a</b>	Is there reliable qualitative and quantitative data to support claims made about impacts?	YES	The Tower Hamlets Children and Families Plan 12-15 contains in depth demographic data on the local population for children and young people.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	YES	Yes, Tower Hamlets Children and Families Plan 12-15
<b>b</b>	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	YES	The Public Health Team would have oversight of this initiative so that the health and wellbeing benefits of the scheme can be monitored and evaluated.
<b>c</b>	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	YES	The proposal has been informed by local and national research including Department of Education Guidance and The Marmot Review.
<b>3</b>	<b>Assessing Impact and Analysis</b>		
<b>a</b>	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	YES	

<sup>1</sup> Source: DFE – Pupils and their characteristics – January 2013 – this refers to state funded primary, secondary & special schools combined.

b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	N/A	This proposal will positively impact all school children as it will provide free school meals for all Year 3 – Year 6 pupils who are not otherwise eligible.
<b>4</b>	<b>Mitigation and Improvement Action Plan</b>		
a	Is there an agreed action plan?	N/A	
b	Have alternative options been explored	YES	
<b>5</b>	<b>Quality Assurance and Monitoring</b>		
a	Are there arrangements in place to review or audit the implementation of the proposal?	YES	
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	YES	The Public Health Team would have oversight of this initiative so that the health and wellbeing benefits of the scheme can be monitored and evaluated.
<b>6</b>	<b>Reporting Outcomes and Action Plan</b>		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	YES	