

**Planning and Performance
Management**

DWP Hospitality Framework

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Equality impact assessment for the DWP Hospitality Framework

The Department for Work and Pensions has carried out an equality impact assessment on the Hospitality Framework to meet the requirements of the:

- Race Equality Duty;
- Disability Equality Duty;
- Gender Duty.

This is to ensure that:

- The Department does not directly or indirectly discriminate against people carrying out its functions, policies or services.
- Our strategies, policies and services are free from discrimination.
- Due regard is given to equality (specifically disability, gender and race) in decision making and subsequent processes.
- Opportunities for promoting equality are identified.

Purpose and aims of the DWP Hospitality Framework

The Executive Team has highlighted the need for value for money and has made the provision of food at meetings exceptional. The hospitality guidance has been updated to reflect this decision and actively promote 'spending our money wisely'. Almost every decision we make commits the Department for Work and Pensions to spending public money and in the current economic climate we all need to ensure any expenditure is necessary and above criticism.

Consultation and involvement

Finance and Human Resources colleagues across the Department have been consulted. We have also involved the Business Travel Team who have a responsibility for delivering this policy. Departmental Trade Union Side have been informed of the proposed changes to current policy.

Assessing the equality impact of the hospitality guidance

Disability Equality

People with certain conditions, for example diabetes, may need to eat at a particular time. If they are at a meeting a lunch break can be arranged with the chair, or the person can bring some food with them and eat during the meeting. It is also easier for people to choose which food to eat that will have the greatest impact on them managing their condition.

Gender Equality

No equality issues relating to gender have been identified. No equality issues relating to transgender issues have been identified.

Race Equality

No equality issues relating to race have been identified.

Age Equality

No equality issues relating to age have been identified.

Religion and Belief Equality

This revised policy has a positive impact of people of different religions and beliefs as they can be certain that food that they choose complies with their religious requirements.

Sexual Orientation Equality

No equality issues relating to sexual orientation have been identified.

Monitoring and Evaluation

The changes to the Hospitality Framework are expected to have a low/nil impact on the needs of the different groups. To ensure our assumptions are correct we will evaluate the impact of the changes six months after the expected publication date of July 2010. This will be achieved by consultation across the Department.

Next Steps

After evaluation we will ensure any negative outcomes are addressed. We will update the Equality Assessment Impact to reflect any changes.

Contact details

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