

Equality, Diversity, Cohesion and Integration Impact Assessment



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

Directorate: Children's Services	Service area: Employment and Skills
Lead person: Craig Skinner	Contact number: 07891 279488
Date of the equality, diversity, cohesion and integration impact assessment:	
29 July 2016	

1. Title: Head Start Phase 2
Is this a:
<input type="checkbox"/> Strategy /Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other
If other, please specify: Extension of existing contract

2. Members of the Assessment Team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Craig Skinner	Employment and Skills Service	Senior Manager
Michelle Anderson	Employment and Skills Service	Head of Service

3. Summary of strategy, policy, service or function that was assessed:

In March 2014, the Employment and Skills Service launched Head Start, a £1m two year programme to help 18 – 24 year olds into work. The funding was awarded via the Leeds City Region Enterprise Partnership (LCREP) by the Cabinet Office. The programme is now nearing completion but approximately £200k remains unspent.

The programme provides skills training and work experience with local businesses to support the young people into employment. A key element of the programme was a contract for key worker support delivered by Aspire-Igen following a competitive procurement process. This contract expired 31 March 2016 although Aspire-Igen will continue to support the Council to the end of September to achieve sustained job outcomes.

In August 2016, the Council was notified it would receive an additional grant of £25k arising from an underspend across the city region to deliver a Phase 2 local Head Start programme. This will be delivered under the same terms and specification as the original programme with some broadening of the eligibility criteria to include young people (18-24) who are not in receipt of benefits. This enables a focus on Care Leavers, a priority group for the Council.

The available funding of £225k must be spent by the end of March 2017. Expenditure will include support to businesses and payments to young people during their work experience. However, the time constraints limits ability of the Council to undertake a full procurement process for the key worker support, an integral element of the programme. It is proposed to waive contract procedure rules 8.1 and 8.2 – intermediate value procurements to award Aspire-Igen the contract to deliver the key worker support to deliver the Phase 2 programme up to 31 March 2017.

4. Scope of the equality, diversity, cohesion and integration impact assessment

(complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan

(please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>

Please provide detail:

4b. Service, function, event please tick the appropriate box below	
The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service - variation (by contract or grant) (please see equality assurance in procurement)	<input checked="" type="checkbox"/>
Please provide detail:	
<p>The Phase 2 Head Start Programme will provide approximately 45 young unemployed people with tailored support to address individual barriers impacting on the young person's ability to secure employment. The target group will be 18 – 24 year olds on benefit or without a job. Referrals will be accepted from Jobcentre Plus and outreach engagement by Social Work key workers with a strong emphasis on supporting care leavers.</p> <p>Aspire-Igen, will provide flexible and personalised support to each young person to address any barriers they may have or, that may arise during their time on programme. Activities include pastoral support, help to increase the young person's confidence and improve their employability skills.</p> <p>Equality assurance was considered as part of the original procurement process in March 2014 and in relation to the proposed waiver of the new contract with Aspire-Igen, in line with the Council's Contract Procurement Rules (CPR).</p>	

<p>5. Fact finding – what do we already know</p> <p>Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback. (priority should be given to equality, diversity, cohesion and integration related information)</p> <p>The funding for the Head Start programme was awarded to LCREP by the Cabinet Office to address high levels of youth unemployment. In March 2014, unemployment among young people 18-24 years was exceptionally high in Leeds at 4,940. This has reduced over the last couple of years substantially and is currently at 2,245 (NOMIS Data June 2016).</p> <p>However, despite this success, there are still too many young people in Leeds with additional barriers and/or complex needs who continue to struggle to move into work. One such priority group is young care leavers. There are approximately 200 care leavers in the city that are being supported by the Council at any time, however, there is currently only one employability programme specifically targeted at this priority group helping young people move into work. The existing provision is a relatively short programme and aimed</p>
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at those closer to the labour market. The widening eligibility of the Phase 2 Head Start Programme provides the Council with an opportunity to use this additional investment, along with some existing funding within the Employment and Skills' budget, to offer a longer and enhanced support programme specifically for young care leavers, and make positive contribution to one of the Council's key priorities.

Are there any gaps in equality and diversity information

Please provide detail:

There are no known gaps in equality and diversity information at this stage.

Action required:

Contract management systems in place in the Employment and Skills Service will ensure on-going monitoring of access and outcomes for the target group as part of the implementation of the programme.

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

Please provide detail:

Action required:

Phase 2 programme implementation will encourage and support young people to have wider involvement in the programme through focus groups, facilitated by Aspire-igen and monthly surveys managed by LCREP level, ensuring their views are taken into account. Furthermore, the views of young people will continue to be captured through Young Ambassadors appointed on the original programme and, who have been through the Head Start 'experience' themselves. The ambassadors engage young people to promote the programme and be proactive on social media.

7. Who may be affected by this activity?

please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

Age

Carers

Disability

Gender reassignment

Race

Religion or Belief

Sex (male or female)

Sexual orientation

Other (unemployed)

(for example – marriage and civil partnership, pregnancy and maternity, social class, income, unemployment, residential location or family background, education or skills level)

Please specify: Unemployed young people with low educational attainment and skills levels and care leavers will be targeted under Phase 2.

Stakeholders

Services users

Employees

Trade Unions

Partners

Members

Suppliers

Other please specify

Potential barriers.

Built environment

Location of premises and services

Information and communication

Customer care

Timing

Stereotypes and assumptions

Cost

Consultation and involvement

Specific barriers to the strategy, policy, services or function

Please specify

The funding must be spent by the end of March 2017. To enable the Council to maximise this investment to support priority groups of young people, Contract Procedure Rules No 8.1 and 8.2 – Intermediate Value will be waived to issue a contract up to a maximum value of £83,250 to Aspire –Igen. The contractor has staff in place to start the programme immediately to deliver key worker support as part of the Phase 2 programme to 31 March 2017.

8. Positive and negative impact

Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers.

8a. Positive impact:
By March 2017, approximately 45 young people with additional barriers will be provided with the support required to move them into employment, increase their skills levels and confidence.
Phase 1 of the programme supported 255 young people into jobs and 25 young people onto other positive destinations such as college or training. Of those in work 131 were sustained beyond 6 months. This Phase 2 Programme will continue to build upon these positive outcomes.
Action required:
Not applicable.

8b. Negative impact:
The eligibility criteria restricts programme support to young people 18-24 years old. These parameters were set by Cabinet Office. Other support is available locally to residents outside of this age range seeking employment.
Action required:
Not applicable.

9. Will this activity promote strong and positive relationships between the groups/communities identified?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please provide detail:
The process brings employers and young people together where possible helping to establish at an early stage, positive relationships. In addition, the intensive support work delivered by Aspire-Igen includes group activities building relationships between the young people drawn from different areas of the city and different backgrounds.
Action required:
Not applicable.

10. Does this activity bring groups/communities into increased contact with each other (e.g. in schools, neighbourhood, workplace)?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please provide detail:
See No. 9 above.

Action required:

Not applicable.

11. Could this activity be perceived as benefiting one group at the expense of another?

Yes

No

Please provide detail:

The programme is targeted to 18- 24 year olds who are claiming out-of-work benefits or without a job. The Council will also focus the delivery of the Phase 2 Programme on care leavers, a group that often face additional and complex barriers impacting on their ability to move into work.

Action required:

Not applicable.

12. Equality, diversity, cohesion and integration action plan

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

Action	Timescale	Measure	Lead person

13. Governance, ownership and approval

State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment

Name	Job Title	Date
Michelle Anderson	Head of Projects and Programmes	29 July 2016

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)

- As part of Service Planning performance monitoring
- As part of project monitoring
- Update report will be agreed and provided to the appropriate board
Please specify which board
- Other (please specify)

15. Publishing

This Equality, Diversity, Cohesion and Integration impact assessment will act as evidence that due regard to equality and diversity has been given.

If this impact assessment relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** Equality and Diversity, Cohesion and Integration impact assessment's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed

If relates to a Key Decision – **date sent to Corporate Governance**

Any other decision – **date sent to Equality Team (equalityteam@leeds.gov.uk)**

August 2016