

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 3 February 2017	and integration impact assessment:

1. Title: Re-Making Leeds e support	valuation: procurement of exte	ernal consultancy
Is this a:		
Strategy /Policy	X Service / Function	Other
If other, please specify		

### 2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Craig Skinner	Employment and	Projects and Programmes Senior
	Skills	Manager
Rosie Costello	Employment and	Projects and Programmes Manager
	Skills	

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

Since 2014, Leeds City Council (the Council) has led on delivering the Re-Making Leeds (RML) project in partnership with Leeds College of Building and York College. Funded under the Heritage Lottery Fund's (HLF) Skills for the Future round 2 programme, the project is focussed on the heritage skills needed to maintain, repair and refurbish pre-1919 residential, commercial and institutional properties in Leeds.

In line with HLF requirements, the Council must undertake a project evaluation and is now seeking external consultancy support to assist in its development.

This assessment relates specifically to the procurement of external professional consultancy to assist in the evaluation of Re-Making Leeds; and the approval of the confidential evaluation criteria (at Appendix 1 and 2), in accordance with Contract Procedure Rule (CPR) 15.1 which requires 'evaluation criteria to be pre-determined and approved by the relevant Chief Officer' and the waiver Contract Procedure Rule 15.2 to permit evaluation on quality only.

### 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)

<b>4a. Strategy, policy or plan</b> (please tick the appropriate box below)	
The vision and themes, objectives or outcomes	
The vision and themes, objectives or outcomes and the supporting guidance	
A specific section within the strategy, policy or plan	
Please provide detail:	

<b>4b. Service, function, event</b> please tick the appropriate box below	
The whole service (including service provision and employment)	
A specific part of the service (including service provision or employment or a specific section of	

the service)	
Procuring of a service	X
Please provide detail:	

See 3.

### 5. Fact finding – what do we already know

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) Since 2014, the Council has delivered the £860,000 Re-Making Leeds (RML) Project to address the skills gaps in the city. Its size, geographical focus on one city, and its ambition to mainstream heritage construction skills, makes it unique in terms of council-led training initiatives in England.

The RML training programme includes quality work based bursary placements, primarily aimed at young people gaining level 2 and 3 accredited qualifications. The project has aimed to create a more flexible and achievable process for learners to gain valuable training and qualifications that could see traditional building skills becoming an integral part of mainstream construction courses.

RML also delivers short craft based skills training for SMEs already in the construction industry, training for trainers to develop relevant competencies, training and heritage awareness activities and a school engagement programme.

The budget for the evaluation is set at a maximum of £10,000, which will be met entirely through the Re-Making Leeds project and has been agreed with the HLF. The proposal is therefore to seek approval of the evaluation criteria under Contract Procedure Rule (CPR) 15.1, and also to waive CPR 15.2 to permit evaluation on guality only.

Are there any gaps in equality and diversity information Please provide detail:

There are no known gaps in equality and diversity information.

Action required: Not applicable.

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

X Yes

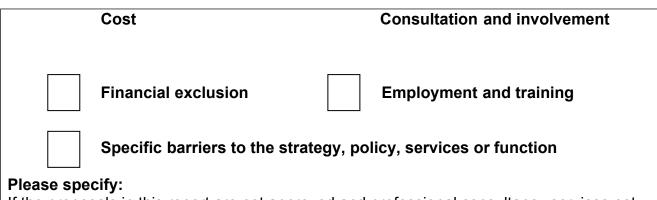
No

### Please provide detail:

Project partners on the RML Project and heritage employers have provided extensive information which has helped to shape the RML delivery model and the specification for evaluation of the RML project.

Action	required:
Not app	blicable

<b>7. Who may be affected by this activity?</b> 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 orie	entation		
Other				
(Other can include – marriage and cir areas that impact on or relate to equa being) Please specify: No known equality characteristics relat concerns approval of spend and to pro based on quality only.	ality: tackling poverty te to this Significant C	and improving health and well-		
Stakeholders				
Services users	Employees	Trade Unions		
Partners	Members	X Suppliers		
Other please specify				
Potential barriers.				
Built environment	Locatio	on of premises and services		
Information and communication	Custor	ner care		
X Timing	Stereo	otypes and assumptions		
X				



If the proposals in this report are not approved and professional consultancy services not secured, the Council will not be in a position to deliver a project evaluation and fail to meet the HLF's funding requirements. This will have reputational risks to the Council and is likely to jeopardise future funding bids to the HLF, namely Re-Making Leeds 2 and projects delivered by the Regeneration Service who have a long history of managing major projects funded by the Heritage Lottery Fund including a number of schemes under the Townscape Heritage Initiative.

The evaluation is anticipated to commence in May 2017 and must be completed before 31 July when the majority of RML activities will come to an end.

Delivery cost is not an evaluation item in the procurement for services and is proposed to be waived under CPR 15.2, as the pricing model for the RML project evaluation has been predetermined in the project budget and agreed with the HLF.

### 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:

The aim of the evaluation is to embed learning from the delivery of Re-Making Leeds, and to share this learning with the HLF, partners and other stakeholders, and the wider heritage sector.

Despite the impact of Re-Making Leeds to date, local heritage employers continue to report an ageing workforce leading to skills loss, and vacancies that are hard to fill due to a lack of sufficient new and younger entrants entering the heritage sector. In response, the Council submitted a stage 1 outline bid to the HLF under round 3 of the Skills for the Future (SFF) Programme in October 2016 to develop a Re-Making Leeds Phase 2 (RML2) project. RML2 will continue to address specific heritage skills gaps in the city and increase the numbers of new entrants in the sector through a wider curriculum offer and promotional activities. The RML evaluation will ensure that learning from the project is embedded into any future delivery as part of the RML legacy.

### Action required:

None

### 8b. Negative impact:

# Action required:

Not applicable.

9. Will this activity promote groups/communities identified?	strong and positive	relationships	between	the
Yes	X No			
Please provide detail:				
Action required:				
Not applicable.				

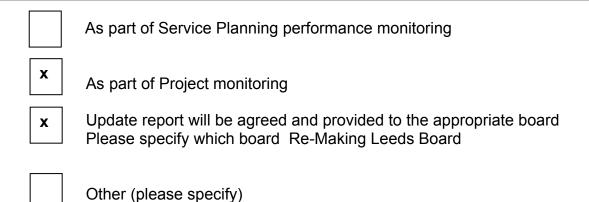
<b>10.</b> Does this activity bring groups/communitie other? (e.g. in schools, neighbourhood, workplace)	es into increased contact with each
Yes X No	
Please provide detail:	
Action required:	
Not applicable.	
<b>11.</b> Could this activity be perceived as beneficial another? (e.g. where your activity/decision is aimed children and young people)	
Yes X No	
Please provide detail: With regard to the procurement for delivery of the R evaluation criteria and waiver 15.2 (100% evaluation any particular potential organisation. The purpose relevant and impartial expertise to the Council. Action required: Not applicable.	on on quality) does not disadvantage

**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**<br/>State here who has approved the actions and outcomes from the equality, diversity,<br/>cohesion and integration impact assessmentNameJob TitleDateMatt WiltonHead of Employment,<br/>Access and Growth3 February 2017Date impact assessment completed3 February 2017

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



## 15. Publishing

This Equality, Diversity, Cohesion and Integration impact assessment will act as evidence that due regard to equality and diversity has been given to the Significant Operational Decision expected in February 2017 prior to the procurement of evaluation consultant.

A copy of this equality impact assessment should be attached as an appendix to the decision making report:

- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality impact assessments that are not to be published should be sent to <u>equalityteam@leeds.gov.uk</u> for record.

Complete the appropriate section below with the date the report and attached assessment was sent:

For Executive Board or Full Council – sent to	Date sent:
Governance Services	
For Delegated Decisions or Significant Operational	Date sent:
Decisions – sent to appropriate <b>Directorate</b>	
All other decisions – sent to	Date sent: TBC
equalityteam@leeds.gov.uk	