

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: 3 February 2017	

1. Title: Re-Making Leeds evaluation: procurement of external consultancy support
Is this a:
<input type="checkbox"/> Strategy /Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> 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 Skills	Projects and Programmes Senior Manager
Rosie Costello	Employment and Skills	Projects and Programmes Manager

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)

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	<input type="checkbox"/>

the service)	
Procuring of a service	<input checked="" type="checkbox"/>
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 quality 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

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 applicable

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

<input type="checkbox"/> Age	<input type="checkbox"/> Carers	<input type="checkbox"/> Disability
<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Race	<input type="checkbox"/> Religion or Belief
<input type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation	
<input type="checkbox"/> Other		

(Other can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)

Please specify:
No known equality characteristics relate to this Significant Operational Decision which concerns approval of spend and to procure a consultant to deliver a project evaluation based on quality only.

Stakeholders

<input type="checkbox"/> Services users	<input type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
<input type="checkbox"/> Partners	<input type="checkbox"/> Members	<input checked="" type="checkbox"/> Suppliers
<input type="checkbox"/> Other please specify		

Potential barriers.

<input type="checkbox"/> Built environment	<input type="checkbox"/> Location of premises and services
<input type="checkbox"/> Information and communication	<input type="checkbox"/> Customer care
<input checked="" type="checkbox"/> Timing	<input type="checkbox"/> Stereotypes and assumptions
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cost	Consultation and involvement
<input type="checkbox"/> Financial exclusion	<input type="checkbox"/> Employment and training
<input type="checkbox"/> Specific barriers to the strategy, policy, services or function	
<p>Please specify: 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.</p> <p>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.</p> <p>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.</p>	

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:
<p>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.</p> <p>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.</p>
Action required:
None

8b. Negative impact:

None identified at this stage.
Action required:
Not applicable.

9. Will this activity promote strong and positive relationships between the groups/communities identified?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Please provide detail:	
Action required:	
Not applicable.	

10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Please provide detail:	
Action required:	
Not applicable.	

11. Could this activity be perceived as benefiting one group at the expense of another? (e.g. where your activity/decision is aimed at adults could it have an impact on children and young people)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Please provide detail:	
With regard to the procurement for delivery of the Re-Making Leeds project evaluation, the evaluation criteria and waiver 15.2 (100% evaluation on quality) does not disadvantage any particular potential organisation. The purpose of this procurement is to bring in the relevant and impartial expertise to the Council.	
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
Matt Wilton	Head of Employment, Access and Growth	3 February 2017
Date impact assessment completed		3 February 2017

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 Re-Making Leeds 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 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 equalityteam@leeds.gov.uk 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 Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: TBC