

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: 0113 3787790
Date of the equality, diversity, cohesion and integration impact assessment:	
14 March 2017	

1. Title: Award of sub-contracts under ESIF Skills, Training and Employment Pathway
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	Leeds City Council	Projects and Programmes Senior Manager
Rosie Costello	Leeds City Council	Projects and Programmes Manager

3. Summary of strategy, policy, service or function that was assessed:
The assessment relates to the decision making process to award contracts and funding allocations to external providers on the Council's ESIF STEP programme. The total value of the awards is £1,876,500 over three years and is externally funded.

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)
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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 (by contract or grant)	<input checked="" type="checkbox"/>
Please provide detail:	
Award of contracts and funding allocations to service providers to deliver on the STEP programme in Leeds to local priority groups. This follows a competitive procurement process. See 5 for further information.	

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)

In March 2017 the Council received notification that its joint bid with the City of Bradford Metropolitan District Council to deliver the European Structural and Investment Fund (ESIF) Local Flexibility to Reduce Unemployment Programme had been successful.

The STEP programme is specifically aimed at supporting identified disadvantaged groups. An Equality, Diversity, Cohesion and Integration Impact Assessment for the programme was previously completed on 23 August 2016. This assessment confirmed that due consideration has been given to all equality groups, including people with mild to moderate mental ill-health, adults 25 years plus and previously in care and older people 50 years plus, identified as local priorities for Leeds.

In November 2016, the Chief Officer Employment and Skills approved the procurement of services to be delivered in Leeds. Following a competitive tendering and evaluation process, six preferred providers have been identified and are recommended to deliver on the Leeds STEP programme. The providers will deliver services to priority groups in accordance with DWP’s outcome specifications and in line with the Council’s priorities. This includes mental health, drug and alcohol and BME / ESOL specialist services.

The price model for the STEP Programme was predetermined in the ESIF funding bid submission (a DWP requirement) and therefore the preferred providers have been selected on 100% quality.

Are there any gaps in equality and diversity information

Please provide detail:

There are no known gaps in equality and diversity information.

Action required:

None

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

Yes

No

Please provide detail:

Stakeholder events held from October 2015 to February 2016 helped to identify potential delivery partners and sub-contractors and ensured responsive and locally designed provision. Events included representatives from the public, third and private sector across both Leeds and Bradford and Elected Members.

Action required:

None

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 issues relate to this decision to award proposed funding allocations to preferred providers.

Stakeholders

<input type="checkbox"/> Services users	<input type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
<input type="checkbox"/> Partners	<input type="checkbox"/> Members	<input 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 type="checkbox"/> Timing	<input type="checkbox"/> Stereotypes and assumptions

Cost

Consultation and involvement

Financial exclusion

Employment and training

specific barriers to the strategy, policy, services or function

Please specify

No known barriers relate to this decision to award proposed funding allocations to preferred providers.

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 six preferred providers are leading specialist organisations with a wealth of experience working with the target client groups.

Through key workers, these providers will deliver a tailored package of support that is responsive to the needs of participants and those with the most challenging barriers to employment, training and skills development.

Action required:

None

8b. Negative impact:

None

Action required:

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

Yes No

Please provide detail:

The decision to award proposed funding allocations to preferred providers will not have an impact on this consideration

Action required:

None

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

Yes No

Please provide detail:

The decision to award proposed funding allocations to preferred providers will not have an impact on this consideration.

Action required:

None

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)

Yes No

Please provide detail:

The decision to award proposed funding allocations to preferred providers will not have an impact on this consideration. The preferred providers have been selected as part of a competitive tendering process in accordance with public procurement regulations.

Action required:

None.

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
S Wynne	Chief Officer	15 March 2017
Date impact assessment completed		

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

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

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

- Governance Services will publish those relating to Executive Board and Full Council.
- 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: