

**Appendix 1
Equality Impact Assessment Form**



Directorate: Transformation and Resources	Service: Human Resources and Organisational Development
Completed by: S Lewis	Date: 140920
Subject Title: Kickstart and Apprenticeship Update October 2020	
1. DESCRIPTION	
Is a policy or strategy being produced or revised:	Yes <i>*delete as appropriate</i>
Is a service being designed, redesigned or cutback:	Yes
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	Yes
Is a programme or project being planned:	Yes
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty (Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations):	Yes
Details of the matter under consideration:	The purpose of the report is to update members of the progress with the plans for the Kickstart Programme, which is a Government funded initiative aimed at improving the employment prospects for long term unemployed young people under the age of 25 years. The report also updates of actions in relation to the Councils actions regarding using the Apprenticeship scheme to also tackle the unemployment levels within this same young adult age group.
<p><i>If you answered Yes to any of the above go straight to Section 3</i> <i>If you answered No to all the above please complete Section 2</i></p>	
2. RELEVANCE	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	Yes
If Yes , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered Yes go to Section 3</i>	

<p>If you answered No to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i></p>	
<p>3. EVIDENCE COLLECTION</p>	
<p>Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?</p>	<p>Both the Kickstart Programme and the Apprenticeship update are aimed at supporting young adults under the age of 25 to gain meaningful and longer term employment though being provided with training and experiences that will assist in making them more employable in the future.</p>
<p>If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?</p>	<p>See Above.</p>
<p>Which of the protected characteristics are most relevant to the work being carried out?</p> <p>Age Gender Disability Race and Culture Sexual Orientation Religion or Belief Gender Reassignment Marriage and Civil Partnership Pregnancy and Maternity</p>	<p style="text-align: right;"><i>*delete as appropriate</i></p> <p>Yes Yes Yes Yes Yes Yes Yes Yes Yes</p>
<p>4. DATA ANALYSIS</p>	
<p>In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?</p>	<p>The strategy has an impact on the entire range of protected characteristics, but especially on age.</p>
<p>What will the impact of the work being carried out be on usage/the stakeholders?</p>	<p>If the Kickstart programme and use of apprenticeships is successful then this will have positive impact on providing better skills and real work experience to young people within the borough. This will give them better opportunities to be successful at real longer term job interviews in the future. Consequently there is the real potential for this to have positive impacts on stakeholders and the Council.</p>
<p>What are people's views about the services?</p>	<p>Both the Kickstart scheme and</p>

Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?	Apprenticeships are Government incentive schemes. Both have been equality impact assessed by Government.
What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?	Government sources ONS Data
If any further data/consultation is needed and is to be gathered, please specify:	N/A
5. IMPACT OF DECISIONS	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	The decision to agree the progress with the Kickstart Programme and to note the progress made with Apprenticeships will impact positively on the stakeholders and not have any adverse effect on any particular Protected Characteristic. It will have a greater impact on Young people, but in a positive way.
6. CONSIDERING THE IMPACT	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	See above in 5.
What actions do you plan to take to address any other issues above?	No further actions on equality impact need to be taken.
7. MONITORING AND REVIEWING	
When will this assessment be reviewed and who will review it?	The Kickstart Programme and update on Apprenticeships will be reviewed regularly. The EIA will be reviewed annually to ensure there has been no change to the assessed impact on any protected characteristic group.