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| <b>TITLE</b><br>Name / description of the issue being assessed  | Skills & Employability Plan for Medway  |
| <b>DATE</b><br>Date the DIA is completed  | 06/02/2019  |
| <b>LEAD OFFICER</b><br>Name, title and dept of person responsible for carrying out the DIA.   | Daniel Ratcliff, Skills & Employment Programme Manager, Regeneration, Culture, Environment & Transformation |
| <b>1 Summary description of the proposed change</b> <ul style="list-style-type: none"> <li>• What is the change to policy / service / new project that is being proposed?</li> <li>• How does it compare with the current situation?</li> </ul>   |   |
| <p>A new Skills &amp; Employability Plan has been written, creating a one council approach to skills and employment. It draws together all previous plans and strategies, outlining the vision of Medway and actions required.</p> <p>There are two pre-existing plans/strategies – 16-19 strategy &amp; Employment Opportunities for 18-24 year olds task force recommendations. This plan will subsume these and is broader and more inclusive.</p>   |   |
| <b>2 Summary of evidence used to support this assessment</b> <ul style="list-style-type: none"> <li>• Eg: Feedback from consultation, performance information, service user records etc.</li> <li>• Eg: Comparison of service user profile with Medway Community Profile</li> </ul>   |   |
| <p>Internal and external partners and stakeholders that support vulnerable groups have been consulted with and responded positively to the plan. Specific consultation has been undertaken with the Medway Council Care Leavers team, Youth Offending team and the Special Educational Needs &amp; Disabilities team. Through the skills plan, areas of work to support those cohorts have been identified. Each team holds data outlining numbers needing support and the level of support required.</p> <p>Meetings were held with relevant heads of service or delegated managers and have been reported back to skills boards. This specific section of the consultation took place between 1 September 2018 and 31 October 2018.</p> <p>A strong theme for the plan is supporting low income, low skilled and those who are unemployed. There is currently 3475 people on out of work benefits in Medway and 6.4% of the working age population has no qualifications. There are 155 young people not in education, employment or training and 374 16 &amp; 17 year olds whose destination is unknown. A significant focus of the plan is therefore on these groups.</p> <p>Ongoing communication and future joint working will ensure that the Skills and Employability Plan allows a journey for all. Further data and evidence is</p> |   |

available within the Skills and Employability Plan.

The Skills Plan has also been presented at senior management meetings within the Council – Directorate Management team 14/02/19 and Corporate Management Team 20/02/19.

### 3 What is the likely impact of the proposed change?

Is it likely to :

- Adversely impact on one or more of the protected characteristic groups?
- Advance equality of opportunity for one or more of the protected characteristic groups?
- Foster good relations between people who share a protected characteristic and those who don't?

(insert ✓ in one or more boxes)

| Protected characteristic groups (Equality Act 2010) | Adverse impact | Advance equality | Foster good relations |
|---|----------------|------------------|-----------------------|
| Age   |                | ✓                |                       |
| Disability  |                | ✓                |                       |
| Gender reassignment                                 |                |                  |                       |
| Marriage/civil partnership                          |                |                  |                       |
| Pregnancy/maternity                                 |                |                  |                       |
| Race  |                |                  |                       |
| Religion/belief                                     |                |                  |                       |
| Sex   |                | ✓                |                       |
| Sexual orientation                                  |                |                  |                       |
| Other (eg low income groups)                        |                | ✓                |                       |

### 4 Summary of the likely impacts

- Who will be affected?
- How will they be affected?

The plan is for everyone and will particularly aim to support vulnerable groups. This will specifically incorporate support children in care and care leavers, those with special educational needs and disabilities and young offenders. Working to create a gender balance in some sectors i.e. male dominated construction and engineering will also be a theme of the plan. Providing

support to those who are unemployed or on low income is a key component to the plan. A successfully delivered plan will advance equality in Medway. Impact will be demonstrated through quarterly performance measures and priority groups will be regularly reviewed at the Medway Skills Boards.

### 5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- What alternative ways can the Council provide the service?
- Are there alternative providers?
- Can demand for services be managed differently?

N/A

### 6 Action plan

- Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence

| Action   | Lead | Deadline or review date |
|--|------|-------------------------|
| Skills & Employment Programme Manager to ensure the plan promotes and advances equality in all future projects | DR   | 05/09/19                |
| Annual equality and diversity update to be written to demonstrate continued equality                           | DR   | 05/09/19                |
| Regular monitoring to ensure that the groups highlighted are appropriate for continued focus                   | DR   | 05/09/19                |
| Impact monitored through quarterly performance measures  | DR   | 05/06/19                |
|  |      |                         |

### 7 Recommendation

The recommendation by the lead officer should be stated below. This may be:

- to proceed with the change, implementing the Action Plan if appropriate
- consider alternatives
- gather further evidence

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

It is recommended to proceed with the approval of the Skills & Employability Plan for Medway and implement the DIA action plan.

### 8 Authorisation

The authorising officer is consenting that:

- the recommendation can be implemented
- sufficient evidence has been obtained and appropriate mitigation is planned
- the Action Plan will be incorporated into the relevant Service Plan and monitored

**Assistant Director**

**Date**

Contact your Performance and Intelligence hub for advice on completing this assessment

|                               |                                |   |
|-------------------------------|--------------------------------|---|
| RCC:                          | phone 2443                     | email: <a href="mailto:annamarie.lawrence@medway.gov.uk">annamarie.lawrence@medway.gov.uk</a> |
| C&A (Children's Social Care): | contact your usual P&I contact |   |
| C&A (all other areas):        | phone 4013                     | email: <a href="mailto:jackie.brown@medway.gov.uk">jackie.brown@medway.gov.uk</a>             |
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