

# Diversity impact assessment

<b>TITLE</b> Name / description of the issue being assessed	Medway Adult Education Business Plan		
<b>DATE</b> Date the DIA is completed	01/11/2021		
<b>LEAD OFFICER</b> Name, title and dept of person responsible for carrying out the DIA.	Daniel Ratcliff, Skills & Employment Programme Manager, Skills, Employment & Adult Education		
<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 business plan has been developed to set out a short and medium term framework with a focus outside of business as usual. It considers commercial opportunities and how the service can holistically support more residents.</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 stakeholders have been widely consulted when developing the business plan, who have knowledge of Medway residents. It has been developed under the guidance of the Medway Adult Education Oversight Board.</p>			
<p>Further, MAE use enrolment data to consistently evaluate the learner profile and benchmark against data collected at the start of each academic year, comparing year on year to ensure our offer is inclusive.</p>			
<p>MAE are working with the Business Intelligence team to map against Medway Community Profiles, to ensure we are meeting the needs of Medway residents. New dashboards have been created to ensure that this data is reviewed quarterly.</p>			
<b>3 What is the likely impact of the proposed change?</b>			
Is it likely to :			
<ul style="list-style-type: none"> <li>• Adversely impact on one or more of the protected characteristic groups?</li> <li>• Advance equality of opportunity for one or more of the protected characteristic groups?</li> <li>• Foster good relations between people who share a protected characteristic and those who don't?</li> </ul>			
<i>(insert ✓ in one or more boxes)</i>			
<b>Protected characteristic groups (Equality Act 2010)</b>	<b>Adverse impact</b>	<b>Advance equality</b>	<b>Foster good relations</b>
<b>Age</b>			

# Diversity impact assessment

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 has a particular focus on how we can support learners from groups with protected characteristics. The plan ensures there will be even greater attempts at inclusivity for all which will be led by data. MAE are already particularly focused on supporting those with disabilities, those who don't have English as their first language and those on low income, or receiving benefits. MAE are seeking to target areas of deprivation as part of the business plan.

#### 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?

There are no adverse impacts anticipated.

#### 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
Review data dashboards for equality of delivery quarterly	DR	01/09/2022

# Diversity impact assessment

Equality & Diversity data regularly provided to curriculum staff	HR	01/09/2022
Quality of teaching and learning assessed to ensure inclusivity	JB	01/09/2022

## 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 MAE business plan 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 2406	email: <a href="mailto:annamarie.lawrence@medway.gov.uk">annamarie.lawrence@medway.gov.uk</a>
C&A:	phone 1173	email: <a href="mailto:michael.hood@medway.gov.uk">michael.hood@medway.gov.uk</a>
BSD:	phone 2472	email: <a href="mailto:lesley.jones@medway.gov.uk">lesley.jones@medway.gov.uk</a>
PH:	phone 2636	email: <a href="mailto:david.whiting@medway.gov.uk">david.whiting@medway.gov.uk</a>