

# Diversity impact assessment

<b>TITLE</b> Name / description of the issue being assessed	Medway Adult Education Accountability Statement
<b>DATE</b> Date the DIA is completed	03/06/2025
<b>LEAD OFFICER</b> Name, title and dept of person responsible for carrying out the DIA.	Daniel Ratcliff, Head of Skills, Employment & Adult Education

  

**1 Summary description of the proposed change**

- What is the change to policy / service / new project that is being proposed?
- How does it compare with the current situation?

The Accountability Statement has been updated to be submitted to the Department for Education as part of Medway Adult Education's annual grant agreement.

It brings together and demonstrates our key strands of activity that meet national and local priorities.

  

**2 Summary of evidence used to support this assessment**

- Eg: Feedback from consultation, performance information, service user records etc.
- Eg: Comparison of service user profile with Medway Community Profile

Soft consultation has taken place throughout the year, with national, regional and local priorities reviewed constantly. The Accountability Agreement is in line with other statements of partners and comparators.

The statement considers evidence from:

- Medway Skills & Employability Plan
- Kent & Medway Local Skills Improvement Plan
- Kent & Medway Workforce Skills Evidence Base
- Greater North Kent Workforce Skills Evidence base
- Medway Council Economy Statistics
- A plan for an adult skills lifelong learning revolution
- Skills for jobs: lifelong learning for opportunity and growth
- OECD Skills Matter study

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- Get Britain Working White Paper

It has been written in accordance with the accountability agreement guidance.

### 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 agreement is for everyone and has a particular focus on how we can support learners from groups with protected characteristics. The agreement 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,

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or receiving benefits. MAE are seeking to target areas of deprivation as part of the agreement.

## 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	31/08/2026
Equality & Diversity data regularly provided to curriculum staff	HR	31/08/2026
Quality of teaching and learning assessed to ensure inclusivity	JB	31/08/2026

## 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 Accountability Agreement 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**

12/05/25

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

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