

## Equality Impact Assessment Form

[screentip-sectionA](#)

### 1. Document Control

**Control Details:**

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Service Area:	Development & Growth
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### 2. Document Amendment Record:

Version	Author	Date	Approved
1	Aidan Jackson	08/07/2021	

### 3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Rosey Donovan	Equality and Employability Consultant	17/07/2021

#### 4. Glossary of Terms

Term	Description
BAME	Black, Asian, and Minority Ethnic
CRF	Community Renewal Fund
ESOL	English for Speakers of Other Languages
LGBT	Lesbian, Gay, Bisexual, Trans
SLA	Service Level Agreement
SMART	Specific, Measurable, Achievable, Realistic, Time bound

#### [screentip-sectionB](#)

#### 5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

##### **Community Renewal Fund Commissioning Framework**

The UK Community Renewal Fund will support communities to pilot programmes and new approaches ahead of the UK Shared Prosperity Fund. Through these pilots, the government wants to unlock new ideas and pilot programmes to better support people, businesses, and communities in need across the UK.

Nottingham City Council has been designated as a lead authority by the UK Government. As a lead authority, Nottingham City Council, is responsible for two roles:

- Completing a commissioning process; inviting applications to deliver projects across the City; receiving such; appraising them and selecting bids to be sent to UK government for consideration
- paying grants to successful projects and managing their compliance and performance

[screentip-sectionC](#)

**6. Information used to analyse the effects on equality:**

(Please include information about how you have consulted/ have data from the impacted groups)

The potential of CRF funding to benefit a range of citizens, businesses and wider stakeholders is clear.

Council officers have prevented any potential negative impacts that the CRF might have on protected groups by doing the following:

- Ensuring the needs and requirements of all protected groups are considered when developing the CRF in Nottingham. Officers have achieved this through taking the following steps:
  - Ensuring the framework is developed in line with the Nottingham City Council corporate equality and diversity policies
  - Using extensive departmental knowledge and experience of delivering projects to priority groups to inform the development of the framework
- Exploring the potential impacts CRF funding may have on protected groups
  - Again, using the extensive departmental experience, officers have a solid understanding of what impact funding can have on protected groups
  - Based performance data on a portfolio of economic growth provision, we know that this type of investment supports priority groups into employment, helps businesses grow and more broadly benefits communities e.g. in 2020, over 900 people were supported into employment in the City
  - We know that the provision landscape is at times confusing for organisations, practitioners and beneficiaries so every effort was made to ensure the framework enabled projects to be proposed that complement, not duplicated provision and thus making CRF funding activity more accessible for protected groups
  - As the CRF is aimed at helping people to progress toward employment or into better employment the characteristics of unemployed people were used to target the Programme, aiming at supporting communities most affected by unemployment during the COVID 19 epidemic.
- Where needed, individuals or organisations with identified additional support needs will be provided with additional support by

the deliverers. Additional support needs will be identified by a number of mechanisms including

- partners in the project that work with groups with additional support needs
- targeting groups with additional needs through marketing
- at the start of the programme through self declarations
- ongoing reviews in which additional support needs will be discussed and any new ones identified

Additional support will vary but could include meeting childcare costs, travel needs, help with literacy/numeracy/ESOL

- In order to increase the positive impact that the commissioning framework (or future frameworks we develop) may have on protected groups, we will use an evidence base to inform SMART actions e.g. data outlining uptake amongst BAME, LGBT groups, people with disabilities (physical and mental), women, and older and younger people, making necessary amendments to ensure accessibility

## 7. Impacts and Actions:

<a href="#">screentip-sectionD</a>	Could particularly benefit X	May adversely impact X
<u>People from different ethnic groups.</u>	<input type="checkbox"/> x	<input type="checkbox"/>
Men	<input type="checkbox"/> x	<input type="checkbox"/>
<u>Women</u>	<input type="checkbox"/> x	<input type="checkbox"/>
Trans	<input type="checkbox"/> x	<input type="checkbox"/>
<u>Disabled people or carers.</u>	<input type="checkbox"/> x	<input type="checkbox"/>
Pregnancy/ Maternity	<input type="checkbox"/> x	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	<input type="checkbox"/> x	<input type="checkbox"/>

Lesbian, gay or bisexual people.	<input checked="" type="checkbox"/> x	<input type="checkbox"/>
<u>Older</u>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>
<u>Younger</u>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, <u>vulnerable children/ adults</u> ).	<input type="checkbox"/> x	<input type="checkbox"/>
<b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b>		

<p style="text-align: right;"><a href="#"><u>screeentip-sectionE</u></a></p> <p><b>How different groups could be affected</b> (Summary of impacts)</p>	<p style="text-align: right;"><a href="#"><u>screeentip-sectionF</u></a></p> <p><b>Details of actions to mitigate, remove or justify negative impact or increase positive impact</b> (or why action isn't possible)</p>
<p>The COVID 19 pandemic has led to almost a doubling of unemployment in Nottingham to 8%</p> <p>The communities most badly hit by this are:</p> <ul style="list-style-type: none"> <li>- Young people</li> <li>- Women</li> <li>- People of Black and Minority Ethnic backgrounds</li> <li>- People with physical disabilities</li> <li>- People with poor mental health</li> </ul>	<p>The actions taken to increase the positive impact on the affected communities are:</p> <ul style="list-style-type: none"> <li>- Publish a public sector equality duty statement for the CRF detailing the groups most affected.</li> <li>- Ensure this was written into the tender documents giving potential applicants a clear steer on what we were seeking</li> <li>- In the appraisal process seek two answers about equality. The first about the applicants policy statement and the second about how their project will impact on equality and the targeted communities</li> </ul>

<p>- People aged over 50</p> <p>As a result Nottingham City Council in carrying out its duties under the Equality act 2010 encourages bids to the Community Renewal Fund that support people from these groups into work.</p> <p><b>Adverse Impacts</b></p> <p>N/A</p>	<ul style="list-style-type: none"><li>- In addition it was expected that equality will feature as a golden thread throughout the application</li><li>- To ensure we meet the public sector equality duty, when contracting through an SLA with deliverers this will include a section on their commitment to equality and accountability for such in delivery including; processes for managing equality; record keeping; monitoring; reporting and feedback</li><li>- As deliverers include sub-contractors this duty will be passed down to them. They will be briefed on the requirements by the deliverers and Nottingham City Council</li><li>- Numbers will be reviewed monthly and a report written on progress including equality statistics. Where an issue is identified an action plan will be put in place</li></ul> <p><b>Mitigation</b></p> <p>N/A</p>
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### 8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

<p>The monitoring framework will be:</p> <ol style="list-style-type: none"><li>1. Information on participating people will be collected. This will included Age, Gender, Race, Disability Status, and Sexual Orientation as a minimum. Should the funders ask for other items of information we will collect such.</li><li>2. The deliverers and any sub-contractors will be briefed on the requirements for monitoring as in the contract with them.</li><li>3. All meetings with the deliverers will include equality, diversity and inclusion as a standing item with numbers reported and measured against norms. Where there is a discrepancy in numbers an action plan to bring it back will be put in place</li><li>4. Such meetings will be held monthly as a minimum.</li></ol>
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5. A monthly report will be produced on project progress which will include comment on equality. This will be circulated to department directors, heads of service and the portfolio holder.
6. At the end of the project a report will be produced including a section on equality and the impact the project has had on such.

**9. Outcome(s) of equality impact assessment:**

<input checked="" type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

**10. Approved by (manager signature) and Date sent to equality team for publishing:**

<p><b>Approving Manager:</b> The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel &amp; email to allow citizen/stakeholder feedback on proposals.</p>	<p><b>Date sent for advice:</b> Send document or Link to: <a href="mailto:equalities@nottinghamcity.gov.uk">equalities@nottinghamcity.gov.uk</a></p>
<p><b>Approving Manager Signature:</b></p>  <p><b>Owen Harvey</b> Economic Strategy Manager 07977963223</p>	<p><b>Date of final approval:</b></p>

**Before you send your EIA to the Equality and Employability Team for advice, have you:**

1. Read the guidance and good practice EIA's  
<http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.
7. Clearly cross-referenced your impacts with SMART actions.

**PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.**

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