

Equality Impact Assessment Form

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1. Document Control

Control Details:

Title:	Create Growth programme Expansion, Equalities Impact Assessment
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Service Area:	Development & Growth
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Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget)	N
Exempt from publication: Y/N (All EIAs are published on Nottingham Insight for public viewing unless specified. Exemption criteria is available on the EIA section on the Intranet)	N

2. Document Amendment Record:

Version	Author	Date	Approved
1	Aidan Jackson	16/10/23	

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

Name	Position	Date
Rosey Donovan	Equality and Employability Consultant	23/10/2023 / 16/02/2024

4. Glossary of Terms

Term	Description

CGP	Create Growth Programme Expansion
BAME	Black Asian Minority Ethnic
LGBT	Lesbian Gay Bisexual Trans
DDM	Delegated Decision
SMART	Specific, Measurable, Achievable, Realistic, Timely
EIA	Equality Impact Assessment
DCMS	Department for Culture Media and Sport
CGN2/Create Growth N2	Create Growth Nottingham and Nottinghamshire

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5. Summary

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

The Delegate Decision submission is seeking to

1. To note submission of the Create Growth Programme Expansion (CGP) grant application, to the Department for Culture Media and Sport (DCMS)
2. Following approval of the Grant Application:
 - I. To delegate authority to the Corporate Director for Growth and City Development to enter into a Grant Funding Agreement on behalf of the Council (as set out in a Grant Funding Letter from the DCMS) to accept CGP grant funding up to £520,000
 - II. To delegate authority to Corporate Director for Growth and City Development to enter into partnership agreement on behalf of the Council with Delivery Partners

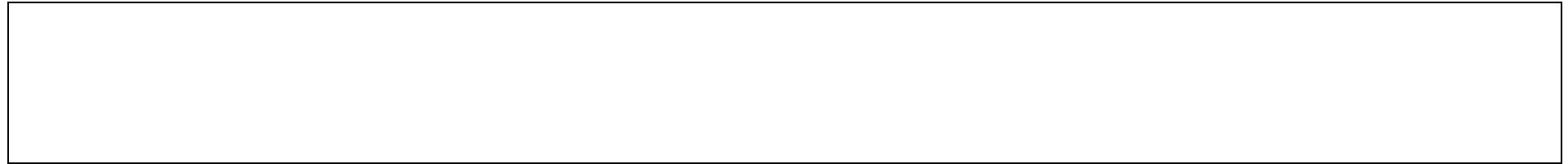
- III. To approve the staffing budget allocation from within the Grant Funding for the creation of a project management role, fully funded by the project
- IV. To delegate authority to the Corporate Director for Growth and City Development to allocate funds for delivery of the Initiative in accordance with Grant Funding Agreement; including:
 - relevant training
 - development of supporting processes and procedures ready for service
 - marketing of the CGP Initiative
- V. To delegate authority to the Corporate Director for Growth and City Development to enter into contracts with Delivery Partners and additional grant agreements associated with the project delivery.
- VI. To delegate authority to the appropriate officer to advise on project evaluation.

Nottingham City Council in partnership with Nottinghamshire County Council, Nottingham Trent University, The University of Nottingham, NBV Ltd, Invest In Nottingham and D2N2 LEP have submitted a Grant Application, to DCMS to secure £520,000 from the CGP, to run from November 2023 to March 2025.

Nottingham City Council will act as the Grant Recipient and Accountable Body for this grant and be responsible for the administration of the fund locally..

CGP funding will support 60 high growth companies in the creative and digital industries (as defined by DCMS) to have an individualised programme of support to put in processes to enable them to speed up their growth and gain external investment

They will be recruited in ways that ensure that companies owned by women and minority ethnic people are strongly represented in their numbers. The project will analyse the staffing composition of the sector across the city and county, and when jobs are created, as an effect of the project, ensure companies recruit in a fair and open way, reaching out to underrepresented groups of people. A previous programme supporting businesses in the sector had over 50% of the companies involved being female led and over 30% led by people from ethnic minorities. Included in the support will be advice on recruitment and how to do so to ensure that staff are recruited from as wide a talent pool as possible, with well proven ways of reaching wider communities for example advertising in a range of publications and social media



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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 for CGN2 to benefit a range of citizens is clear.

CGN2 will support people to achieve their employment aspirations with a focus on:

- Companies involved in the project offering paid, competitive employment
- Analysis of the staff looking at protected characteristics with an emphasis on gender, race, age, and disability
- Companies involved supported to reach out to all possible candidates for new roles

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

- Ensuring the needs and requirements of all protected groups are considered when developing CGP working with specialists for example the City Council Staff Networks
- Officers have achieved this through taking the following steps:
 - Ensuring CGP delivered 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 CGP
- Exploring the potential impacts CGP may have on protected groups
 - Again, using the extensive departmental experience, officers have a solid understanding of what impact support can have on protected groups

- Based on performance data on a portfolio of economic growth provision, we know that this type of intervention supports priority groups into employment, helps businesses grow and more broadly benefits communities
- If any equality impacts arise this EIA will be updated to reflect those impacts along with mitigation. This will be led by the Project Manager and wider steering group
- Where needed, individuals or organisations with additional support needs are provided with additional support
- In order to increase the positive impact that CGP may have on protected groups, we will use an evidence base to inform SMART actions. Ongoing data collection of the existing make up of the sector in Nottingham and Nottinghamshire, using previous data as the starting point and adding to it with new data as the project develops. This will be referenced to census and other data sources to find gaps. The sector will be helped to bridge any gaps to have a fully representative sector.

7. Impacts and Actions:

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

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

<p style="text-align: right;"><u>screeentip-sectionE</u></p> <p>How different groups could be affected (Summary of impacts)</p>	<p style="text-align: right;"><u>screeentip-sectionF</u></p> <p>Details of actions to mitigate, remove or justify negative impact or increase positive impact (or why action isn't possible)</p>
<p>Provide details for impacts / benefits on people in different protected groups.</p> <p>Note: the level of detail should be proportionate to the potential impact of the proposal / policy / service. Continue on separate sheet if needed (click and type to delete this note)</p> <p>Positive impact Impacts</p> <p>It will benefit all people with protected characteristics, with a focus on age, gender, race, and disability in the following ways:</p> <ul style="list-style-type: none"> • In the business support given to companies to include a section on the benefits of a diverse workforce • Ensure companies reach out to people with protected characteristics increase access to jobs and skills • Support companies through the recruitment process • By doing this it will hopefully increase the number of people, including those with protected characteristics progressing into and remaining in employment, including Apprenticeships. 	<p>Continue on separate sheet if needed (click and type to delete this note)</p> <p>Mitigation</p> <p>N/A</p>

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8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

<p>The Council will continue to review annually and deliver CGP in a way that prevents any potential negative impacts the project might have on protected groups through regular monitoring and consultation with service users.</p> <p>If any negative equality impacts arise will this EIA be reviewed and updated to reflect those impacts along with mitigations</p>
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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:

Approving Manager: The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals.	Date sent for advice: Send document or Link to: equalities@nottinghamcity.gov.uk
Approving Manager Signature:  Christopher Pook Economic Strategy Manager 07526624302	Date of final approval: 21/2/24

<p>Before you send your EIA to the Equality and Employability Team for advice, have you:</p> <ol style="list-style-type: none">1. Read the guidance and good practice EIA's http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc2. 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.