

Equality Impact Assessment Form (Page 1 of 2)

Title of EIA/ DDM:	Apprenticeship Levy	Name of Author: Josie Guynan
Department:	HR and Transformation	Director: Richard Henderson
Service Area:	Resourcing and Reward	Strategic Budget EIA Y/N (please underline)
Author (assigned to Covalent):	Josie Guynan	

Brief description of proposal / policy / service being assessed:
 Under government reforms all employers with a pay bill of over £3 million have to pay an amount equivalent to 0.5% of their pay bill as an apprenticeship levy. The Proposal is to spend the Councils apprenticeship levy via an apprenticeship Procurement Framework, up to the value of 1.5 million annually.

Information used to analyse the effects on equality:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/357005/Bis-14-970-Reformed-apprenticeships-equality-impact-assessments1.pdf

	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
People from different ethnic groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>This policy implements the Skills Funding Agency changes to apprenticeships funding for employers.</p> <p>The current make up of apprentices employed by Nottingham City Council is proportionately representative of the City as a whole (census 2011).</p> <p>There are not anticipated to be any additional adverse impacts as a result of the way in which Nottingham City Council implements the changes.</p> <p>There will be more opportunities for people, both internally and externally.</p>	<p>The current policy around ensuring equality of opportunity will apply.</p> <p>All apprenticeships are advertised in a variety of inclusive mediums, for example Kemmet Radio, Community Forums, internal BME, Disability and LGBT Networks and internal promotion via children in care, youth offending and SEN teams.</p> <p>We will continue to actively target those further from the jobs market and monitor the protected characteristics of applicants in each recruitment round. Futures are leading the current round of recruitment and providing access to their national databases and links.</p> <p><u>Actions will need to be uploaded on Covalent and they will be periodically monitored by the ECR Team.</u></p>
Men	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Women	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Trans	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Pregnancy/ Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
People of different faiths/ beliefs and those with none.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Older	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Younger	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<i>Please underline the group(s) /issue more adversely affected or which benefits.</i>				

Outcome(s) of equality impact assessment:

- No major change needed ☒ •Adjust the policy/proposal ☐ •Adverse impact but continue ☐
- Stop and remove the policy/proposal ☐

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

Note when assessment will be reviewed (e.g. Review assessment in 6 months or annual review); Note any equality monitoring indicators to be used; consider existing monitoring/reporting that equalities information could form part of.

Approved by (manager signature):

Emma Hodgett

Resourcing & Reward Manager

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0115 87 62122

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 to equality team for publishing:

Send document or link to:

equalityanddiversityteam@nottinghamcity.gov.uk

Equality Impact Assessments must be attached to the DDM for publication.

Before you send your EIA to the Equality and Community Relations Team for scrutiny, have you:

1. Read the guidance and good practice EIA's
<http://www.nottinghamcity.gov.uk/article/25573/Equality-Impact-Assessment>
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.

