

Equality Impact Assessment Form

[screeintip-sectionA](#)

1. Document Control

1. Control Details

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Strategic Budget EIA: Y/N	
Exempt from publication Y/N	

2. Document Amendment Record

Version	Author	Date	Approved
1	Anthony Byrne	12 12 19	

3. Contributors/Reviewers

Name	Position	Date

4. Glossary of Terms

Term	Description

[screentip-sectionB](#)

2. Assessment

1. Brief description of proposal / policy / service being assessed

The D2N2 Growth Hub are seeking approval to appoint an Account Manager with a focus on Business Diversity to assist in the delivery of NCC's Labour Manifesto Commitment to work directly with 500 SMEs run by underrepresented groups.

The purpose is reduce the barriers for BAME / underrepresented groups accessing Growth Hub and other partner business support and also lead on the project management of and delivery of support to the B Global Business Network aimed at Businesses of African Heritage and to include a marketing and event budget for B Global. This role will be critical in supporting Nottingham's Growth Plan and helping businesses to invest in the city and its people.

[screentip-sectionC](#)

2. Information used to analyse the effects on equality:

The Account Manager (Business Diversity) role seeks to address the low levels of knowledge and awareness of modern business practices that BAME businesses have, linked to identified barriers that they face which deter them from taking up professional support services.

The two identified barriers are:

1. Lack of trust in the institutions and agencies that deliver professional services to businesses (according to a 2015 Study by Carter et al and Growth Hub experience).
2. Lack of understanding of BAME businesses discreet cultural needs by the institutions and agencies providing business support.

Additionally the Growth Hub has conducted primary research into the barriers into BAME enterprises accessing business support.

The role presents an opportunity to reduce these barriers to ensure that BAME led SMEs have access to business support and increase productivity. The project will also evaluate how better to reach out to, and engage with, BAME businesses so that they can access support and to enable us to inform support providers.

Cllr Ayoola has been consulted as the Lead for B Global and is involved in the definition of the role and development of B Global.

3. Impacts and Actions:

screentip-sectionD	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	x	<input type="checkbox"/>
Men		<input type="checkbox"/>
Women		<input type="checkbox"/>

Trans		<input type="checkbox"/>
Disabled people or carers.		<input type="checkbox"/>
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	x	<input type="checkbox"/>
Lesbian, gay or bisexual people.		<input type="checkbox"/>
Older		<input type="checkbox"/>
Younger		<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please underline the group(s) /issue more adversely affected or which benefits.</i>		

<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 reduce negative or increase positive impact (or why action isn't possible)</p>
<p>The role will be pivotal in getting into diverse communities across ethnicity, faith, sexuality and gender and a wide demographic to work to ensure the business support is accessible through the Growth Hub. The key focus however is towards BAME enterprises. Additionally a major focus will be on businesses owned or led by African Heritage</p>	<p>1 Actions will need to be uploaded on Pentana.</p> <p>Continue on separate sheet if needed (click and type to delete this note)</p>

<p>Businesses.</p> <p>The impacts and benefits will be access to business support, reduction of the barriers in accessing this and ultimately creating local economic impact across a diverse range of constituencies.</p> <p>We will ensure that we encourage a diverse candidate pool to apply for this role.</p>	
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4. 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

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

In line with the impacts and benefits outlined in section E, will have defined KPIs linked to the engagement of businesses from underrepresented groups.

- 12 x 3 Hour Businesses Assists (from underrepresented groups) From February 20 to February 21
- 7 x 12 Hour Businesses Assists (from underrepresented groups) From February 20 to February 21
- 100 Businesses Engaged (from underrepresented groups) From February 20 to February 21
- A revised Strategic Plan for the B Global Network From February 20 to February 21
- At least 3 B Global / partner events

We will follow up all support recipients to ascertain Jobs Created, increased productivity and business support accessed.

This will be monitored through business engagement targets, stored on the Growth Hub CRM and reported via monthly B Global Steering Group Meetings, and to the Portfolio Holder in monthly briefings. Additionally the post will be collating insight and intelligence into the barriers for businesses from underrepresented groups accessing support.

We will also be monitoring progress and if effective, seeking sources of funding to extend the role. Post the role we will conduct a review on the insight and intelligence gained into the business support requirements (to inform future provision) to ensure that barriers to support for underrepresented groups are reduced.

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

<p>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.</p>	<p>Date sent for scrutiny: Send document or Link to: equalityanddiversityteam@nottinghamcity.gov.uk</p>
<p>SRO Approval:</p>	<p>Date of final approval:</p>

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://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.