

EQUALITY IMPACT ASSESSMENT FORM INCLUDING SOCIO-ECONOMIC DUTY

(Revised March 2021)

Please refer to the current Equality Impact Assessment guidance when completing this document. If you would like further guidance please contact the Diversity and Inclusion Team on 01443 444529.

An equality impact assessment **must** be undertaken at the outset of any proposal to ensure robust evidence is considered in decision making. This documentation will support the Council in making informed, effective and fair decisions whilst ensuring compliance with a range of relevant legislation, including:

- Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010.

This document will also contribute towards our duties to create a More Equal Wales within the

- Well-being of Future Generation (Wales) Act 2015.

The [‘A More Equal Wales – Mapping Duties’](#) guide highlights the alignment of our duties in respect of the above-mentioned legislation.

SECTION 1 – PROPOSAL DETAILS

Lead Officer:

Service Director: Wendy Edwards

Service Area: Community Services

Date: 16/11/21

1.a) What are you assessing for impact?

Strategy/Plan	Service Re-Model/Discontinuation of Service	Policy/Procedure	Practice	Information/Position Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.b) What is the name of the proposal?

Regional Employability Framework

1.c) Please provide an overview of the proposal providing any supporting links to reports or documents.

Local Authorities across the Cardiff Capital Region have successfully delivered employability programmes for two decades. These programmes have supported tens of thousands of residents into employment, into better paid employment or into further learning; have helped our young NEET residents; and have been a key pillar for early intervention and prevention.

The 2019 Cardiff Capital Region Employment and Skills plan highlights the value and importance that employers place on 'employability' and the key role that it plays in helping residents into the jobs of the future. In light of the recovery from the Covid pandemic this is more important than ever.

Consequently, the Regional Skills Partnership Local Authority Cluster Group have been working collaboratively to produce a new Regional Framework to guide how employability activities are delivered in the region in future. The proposal is that Cabinet endorses the principle of a locally delivered, regionally coordinated approach to employability post-EU which will include:

- a shared vision
- shared values
- common tools and approaches

More information about the development of this approach can be seen in the following discussion document on which the Cabinet report is based:

'Shaping employability to achieve the vision of the Cardiff Capital Region Employment and Skills Plan.'

1.d) Please outline where delivery of this proposal is affected by legislation or other drivers such as code of practice.

At its core, employability is about removing an individual's barriers to finding, maintaining or progressing in sustainable employment whatever that barrier may be. This could be skills (general or occupationally specific), it could be job readiness/awareness, or it could be the availability of support.

Employability programmes target the individual but they impact on families, communities, employers and the economy. Consequently, employability programmes have a positive impact on various economic policy objectives including:

- Early intervention & prevention
- Child poverty
- Young people at risk of becoming NEET
- Preparation for work and long-term unemployment
- Youth unemployment
- Short-term unemployment

- Economic integration of refugees
- Under-employment and work-limiting health conditions
- Maximising income, in-work poverty & progression
- Workforce development and employee retention
- Preparation for entry into RSP priority sectors

With such wide impacts, employability is well-reflected in several national strategies and policy documents:

- The Cardiff City Region Industrial and Economic Growth Plan highlights the need to target our most deprived and isolated communities and support regenerative growth so that GVA per capita is increased and the percentage of the population that is economically active is increased.
- UK Industrial Strategy highlights the need to narrow disparities between communities in skills and education and remove barriers faced by workers from underrepresented groups in realising their potential.
- WG Employability Plan focusses on the need to remove barriers which prevent people from accessing work so that they can make a contribution to society and it also stresses the importance of educating, training and preparing people for the world of work. To support this they established an enhanced Employment Advice Gateway operated by Careers Wales who have been engaged in discussions relating to the proposed Regional Employability Framework.
- WG Programme for Government identify low skill levels as the single biggest barrier to building the Welsh economy we want and often the biggest barrier for individuals in securing meaningful work. It outlines the need to tailor skills support to individuals' needs, while addressing other barriers such as poor health, transport and caring responsibilities to drive up prosperity levels for all. Furthermore it commits the Welsh Government to deliver the Young Persons Guarantee, giving everyone under 25 the offer of work, education, training, or self-employment.
- WG: A More Equal Wales: Preparing for the commencement of the Socio-economic duty. Socio-economic disadvantage leads to inequality of outcome including lower paid work and poorer skills and attainment.
- WG: Wellbeing of Future Generations Act: The proposal would contribute to achievement of several Wellbeing Goals identified in this legislation including a More Equal Wales, A Healthier Wales, A Wales of Cohesive Communities and a More Prosperous Wales. "Applying the well-being goals can help tackle poverty as it helps you identify where the main determinants of poverty exist, how they work together and what opportunities there might be."

- The WG Tackling Poverty Plan identifies that reducing the number of young people who are not engaged in education, employment or training (NEET) will have a long-term impact on the lives of not just today's young people, but generations to come. The cost of not addressing this issue is not just economic, but impacts on levels of unemployment, under employment, crime, well-being, substance misuse, premature death and early motherhood.

The Council's Corporate Plan focusses on 3 main priorities, each of which is affected to some extent by the levels of employability of residents:

- ensuring people are independent, healthy, and successful
- creating places where people are proud to live, work and play
- enabling Prosperity, creating the opportunity for people and businesses to be innovative, entrepreneurial and fulfil their potential and prosper.

Helping people into work and better paid employment is central to Rhondda Cynon Taf's Employment and Skills Strategy and Action Plan 2019/21 which focusses on adopting a collaborative approach to the provision of employment support and skills development across all relevant services in RCT in order to ensure that provision is as seamless as possible for residents who engage with our services and to ensure equality of access so that residents are not excluded from the support they need due to the area in which they live or their age etc.

This proposal extends this collaborative and seamless approach across the SE Wales region.

1.e) Please outline who this proposal affects:

- Service users
- Employees
- Wider community

SECTION 2 – SCREENING TEST – IS A FULL EQUALITY IMPACT ASSESSMENT REQUIRED?

Screening is used to determine whether the initiative has positive, negative or neutral impacts upon protected groups. Where negative impacts are identified for protected groups then a full Equality Impact Assessment is required.

Please provide as much detail as possible of how the proposal will impact on the following groups, this may not necessarily be negative, but may impact on a group with a particular characteristic in a specific way.

Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

The Public Sector Equality Duty requires the Council to have “due regard” to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups. Please take an intersectional approach in recognising an individual may have more than one protected characteristic.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Age (<i>Specific age groups i.e. young people or older people</i>)	Positive	The proposal under consideration is asking for a commitment to the principle of a regional approach to employability. It will not have any effect until such time as the principle is developed into a specific programme for implementation. Nevertheless the proposal for a regional employability framework will provide scope for developing regional employability programmes that have an enhanced positive impact on particular age ranges where there are additional barriers or where there is evidence that higher numbers of people in these groups are experiencing unemployment. For	Data from NOMIS indicates that there are currently (Sept 2021) 1,585 young people aged 16-24 years and 1,480 people aged 50+ claiming out-of-work benefits in RCT. (These do not include people who are economically inactive, for example, due to long-term sickness.) These figures are significantly higher than for the same groups in Sept 2019 (pre-Covid) when 1,120 people aged 16-17 years and 980 people aged 50+ were claiming out-of-work benefits.

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		<p>example Pre-16, 16 - 24 or older people (50+).</p> <p>School-age pupils There is evidence to show that the number of NEETs in Wales has increased recently rising from approximately 8% in 2018 to 10.4% in Qtr2 of 2021. The level of NEETs in SE Wales is higher than the Wales average (12.5% for ages 16-24 in Qtr 2 of 2021) and more young people are at risk since Covid of disengaging early from education and training and need alternative provision to retain them within the educational system. Working with schools and other education/training providers to deliver programmes that are focussed on the specific challenges that face school-age pupils who are identified as being at risk of disengaging early on in their school careers will have a positive impact on this group.</p> <p>The Regional Employability Framework as it is developed will</p>	<p>The need to have a flexible framework and approach that can address the needs of these groups cannot be underestimated.</p> <p>The Health Foundation recently published a paper on 'Unemployment and Mental Health' that stressed that good mental health is a key influence on employability, finding a job and remaining in that job. 'Unemployment causes stress, which ultimately has long-term physiological health effects and can have negative consequences for people's mental health, including depression, anxiety and lower self-esteem.'</p> <p>The paper showed that unemployment post Covid in the UK is not evenly distributed having a higher impact on:</p>

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		<p>seek to build on the success of programmes currently in place in some areas of SE Wales and potentially extend these out to other areas. For example, Inspire 2 Achieve ESF programme in Monmouthshire supported 872 young people aged 11 - 24 years at risk of not engaging in education, employment or training since 2014 of whom 226 gained qualifications.</p> <p>16 - 24 year olds The Inspire2Work programme delivered in RCT focusses on young people aged 16-24 years who are at risk of not engaging in education, employment and training. Over 1,629 young people at risk of NEET have been supported in RCT since 2016? with 568 gaining long term employment. The Regional Employability Framework provides the potential to ensure that funding is drawn down to continue to invest in young people of all backgrounds and levels of attainment so that they are</p>	<ul style="list-style-type: none"> • young people • people with lower qualifications • people from ethnic minority backgrounds. <p>It recommended designing programmes to support better mental health with personalised interventions for people with mental health problems.</p> <p>The REF proposal uses learning gained over 20 years to develop an approach that will allow personalised intervention to support young people and older people who have greater barriers to employability especially where there are complex barriers that intersect thereby placing the individual at more disadvantage.</p>

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		<p>supported to progress into further training/education or into work. This type of provision can be flexible and adapted to the needs of individuals including providing on-going mentoring support and counselling/specialist support for those who have more challenges to overcome. Access to volunteering and work placements as well as support with CVs and interview techniques can help to provide individuals with the tools they need to apply for and gain employment. It is recognised that intensive support from a range of partners may be required and the Local Authorities that have developed the REF proposal have these extended networks in place.</p> <p>Over 50s There is a significant body of evidence as well as data to suggest that older people often experience more problems finding employment after they have been made</p>	<p>The Health Foundation further noted that there should be a focus on securing good quality work, as well as skills training to address underlying barriers to employment (such as low qualification levels). These issues are also addressed in the approach and focus proposed in the REF with its focus on up-skilling people, targeting jobs in priority industry sectors and supporting individuals for an extended period after they enter employment including providing further support for additional learning so that they can maintain/progress in work.</p> <p>Average annual earnings for full-time employees in UK by age and gender statistics published by Statista show that those in the age bracket 18-21 and 60 or over typically earn less than those aged in</p>

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		<p>redundant, while the experience of being made redundant can have a long-term impact on confidence levels and mental wellbeing. The Regional Employability Framework is intended to allow Local Authorities to build on the experience gained from previous ESF and other WG funding provision to ensure that appropriate support would be given to individuals in this category to address issues of self-esteem, identify transferable skills, develop relevant training programmes and provide opportunities for them to have work placements or engage in voluntary work to gain more confidence.</p> <p>As an example of the work that could be continued and/or expanded to support older people and /or harder to reach individuals and the impact this can have 'Journey2Work' in Cardiff supported 517 long-term unemployed to tackle employability</p>	<p>between. Therefore the focus on providing support for those in employment is important as seen in the REF's Step 5 Employment Pathway.</p> <p>The Strategic Equality Plan identifies the need to better understand communities and the barriers that exist for them especially young people, disabled people and people from ethnic minority backgrounds.</p>

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		<p>barriers securing employment for 143 and helping 131 gain qualifications.</p> <p>In RCT we have numerous examples of case studies that highlight the positive impact that employability programmes have on individuals who engage with our programmes including young people and older people who have found it difficult to find work and who have been successful once they have been supported by our teams.</p> <p>This proposal if approved (and a successful employability programme is developed as a result) will contribute to priorities 1 and 2 of the RCT Strategic Equality Plan 2019.</p> <p>It is recognised that some people have more than one protected characteristic and that there is an intersectionality between these that affect people's personal experiences. In such cases it is not possible to generalise the impact. However, we</p>	

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		are committed to the ensure that the interventions developed to support individuals are focussed on their specific circumstances and situations and case studies relating to current employabililty programmes delivered across SE Wales highlight how this approach provides the support required for all individuals to progress.	
Disability <i>(people with visible and non-visible disabilities or long-term health conditions)</i>	Positive	<p>The Council has a legal duty to provide services that meet the needs of disabled customers and to take reasonable steps to remove or reduce barriers that prevent disabled people from accessing services and should take positive steps to ensure that disabled people can access services including making reasonable adjustments</p> <p>Although the proposal is asking for a commitment to a regional framework rather than proposing a specific project, the approach it advocates and the strategic context within which</p>	<p>Traditionally employment rates are significantly lower for disabled people than non-disabled people.</p> <p>This is highlighted in a number of Welsh Government Reports including:</p> <ul style="list-style-type: none"> - 'Locked out: liberating disabled people's lives and rights in Wales beyond COVID-19' (July 2021) - 'Potential impact of COVID-19 on disabled people'

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		<p>it operates, will ensure scope for enhancing the support that will be available for people with a range of disabilities and/or long-term health conditions.</p> <p>People with disabilities often face the challenge of being medicalised and this has increased significantly since Covid as governments developed the Shielded Patients Lists, now replaced with the Clinically Extremely Vulnerable List which has inadvertently reinforced a medical view of disability. A medical model defines disabled people by their medical conditions and has been criticised for primarily focusing on what people cannot do because of their differences, rather than what they can do if barriers in society were removed.</p> <p>The approach to employability advocated in the Regional Employability Framework is based on the social model of disability that</p>	<p>- 'Coronavirus (COVID-19) and the impact on disabled people in Wales'</p> <p>Of the 1,392,000 people currently in employment in Wales, 14.5% are disabled according to the Equality Act 2010 definition.</p> <p>For the year ending September 2020, the recorded employment rate among disabled people in Wales aged 16 to 64 was 48.5%. The equivalent figure for those not disabled was 80.6%. This demonstrates the level of employment disadvantage in Wales and equates to a disability employment gap of 32.1 percentage points, which is slightly lower for women than for men (28.9 percentage points compared with 35.4 percentage points).</p>

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		<p>focusses on what people can do, and to address societal failures to take into account people's impairments and/or health conditions when planning or delivering services or supporting them to gain and maintain employment.</p> <p>The approach to employability support is intended to be flexible enough to adapt to meet individual needs whatever they are. The ability to share expertise across the region and/or to access support from other parts of the region if required will have a positive impact on the lives of people who fall into these categories.</p> <p>Local Authority led delivery under EU and WG funding programmes has been motivated by tackling the root causes of participants' barriers, however complex and however long that intervention takes. They have been successful at working as part of a wider Early Intervention & Prevention coalition of support</p>	<p>The adverse and significant impact of Covid 19 on disabled people highlights the need to be able to maintain and extend provision.</p> <p>In terms of WG funded provision job outcomes for Communities for Work Plus for disabled people are set at 20%. In RCT between April and October 2021 12% of people who gained employment self-identified as having disabilities/long-term health conditions which is less than the 20% target for the year. Developing new programmes targeted on this group of participants will improve the rates of engagement and outcomes.</p> <p>The challenges facing people with disabilities is further highlighted by the fact that a higher proportion of employed</p>

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		<p>agencies, employer networks and early intervention to help participants. The REF proposes to retain and build upon this successful approach.</p> <p>As programmes are developed consideration will be given to ensuring accessibility of locations for people with a wide range of disabilities - this includes not just access to a building per se but also transport routes to and from specific buildings where services may be provided.</p> <p>Accessibility in respect of information provided (such as development of Easy Read versions), provision of specialist equipment, including adapted digital equipment, to help people overcome the impairments that are a barrier to development are also the type of support already available through employability programmes which the REF would aim to continue and enhance wherever possible. In fact adopting a</p>	<p>disabled people work in industries that were told to close during Covid (16.6% compared to 14.7% of non-disabled employees).</p> <p>The potential impact of recession, increased competition for employment and discrimination on disabled people's employment prospects has been highlighted (FTWW 2020; Disability@Work, 2020). Fears that employers may be less willing to employ disabled people because of increases in unconscious bias during times of acute stress and uncertainty (Civil Service, 2020) or because employers may be more risk averse as the economy picks up, have also been raised.</p> <p>A report by Citizens Advice based on an online survey of</p>

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		<p>common approach across the region may make accessibility easier for disabled people in some areas who live on the boundary between 2 Local Authority areas as partners could facilitate provision at the most convenient location.</p> <p>Access is also intended to be provided to specialist wellbeing support and information to individuals who might benefit from this and welfare checks to ensure they are in receipt of the correct amount of benefits.</p> <p>It is recognised that rejection can have a significant long-term effect on people's confidence so that it will be important to ensure disabled people are able to build up their confidence - however this will need to be hand in hand with addressing issues that impede them from gaining and sustaining employment (such as working with employers).</p>	<p>6,015 adults between 29 June to 8 July 2020, suggests 1 in 4 disabled people (27%) are facing redundancy. This rises to 37% for those people whose impairment has a substantial impact on their activities.</p> <p>Headline findings from a report by Leonard Cheshire (October, 2020) based on an analysis of 1,171 working-age disabled adult respondents found that of disabled people in the UK in employment in March 2020:</p> <ul style="list-style-type: none"> • 71% (69% in Wales) have found that their work has been impacted by the pandemic • 24% (25% in Wales) have since worked reduced hours • 20% (25% in Wales) have since lost out on income • 11% (15% in Wales) have felt at risk of redundancy

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		<p>It should be noted that the intersection between disability and other protected characteristics mean that the same provision will not be suitable for all disabled people. For example, disabled women have additional barriers to overcome when compared to disabled men. Disabled women are less likely to be employed: 50% of disabled women in Wales are in employment, compared to 52% of disabled men.</p> <p>Staff working across the region provide advice and support to employers who facilitate work placements and this includes on how to ensure that reasonable adjustments are made where required, also identifying means of support for business (such as the Access to Work Programme) who decide to employ a person with disabilities/long-term health conditions.</p>	<ul style="list-style-type: none"> • 57% (64% in Wales) have felt more anxiety than usual due to concerns that their job is at risk • 40% (39% in Wales) feel at greater risk of redundancy due to employers judging them because they are disabled. <p>Analysis published by the Office for National Statistics (ONS) on 2 December 2019 shows that the disability pay gap in Wales was 9.9% in 2018 which means that disabled people were paid on average 9.9% less than able people.</p> <p>Analysis of the most recent Households Below Average Income (HBAI) dataset shows that persons in households that include a disabled person are more likely to experience relative income poverty. Specifically:</p>

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		<p>It is recognised that engaging with employers is very important and providing employers with advice on what is available for them to support their disabled employees so that they can remain and flourish in the workplace, is essential. Step 5 of the employment pathway that the REF references includes the provision of in-work support which is especially useful for people with long-term health conditions and/or disabilities as they settle into the workplace.</p> <p>The good work currently going on to support disabled people and those with long-term health conditions into work is evidenced by a large number of case studies undertaken by RCT's Employment Support Service and regional partners. If a regional approach is approved there will be access to more shared learning across the region and access to a wider network of specialist partners that will benefit people with disabilities.</p>	<ul style="list-style-type: none"> • 37% of children who lived in a household with a disabled person were in relative income poverty, compared with 24% of children who lived in households where no-one was disabled. • 31% of working-age adults who lived in a household with a disabled person were in relative income poverty, compared with 18% of those who lived in a household where no-one was disabled. <p>Chwarae Teg's report - 'Society is the disability' highlights the intersectionality between gender and disability noting that 'barriers disabled men and women face impact them differently, and there are some barriers that are unique to disabled women.' Research conducted by Chwarae Teg indicated that:</p>

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		<p>This proposal if approved and a successful employability programme developed will contribute to priorities 1 and 2 of the RCT Strategic Equality Plan.</p>	<p>47% of women participants 'agree' or 'strongly agree with the statement 'I have found it difficult to secure employment because of my impairment or health condition', among the men, 55% agree or strongly agree.</p> <p>Independent Living Framework and Action Plan, published by Welsh Government in 2019 has a strong focus on closing the disability gaps in Wales.</p> <p>It is vitally important for Local Authorities to work collaboratively adopting a common approach to employability focussing on the provision of support for those most in need and who have complex barriers to overcome; and to work with employers to address any barriers to employing disabled people.</p>

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			<p>The need to focus on this area is also highlighted in the WG Employability Plan.</p> <p>RCT Equality Plan 2019 highlights the need to better understand the barriers that disabled people face and commits to undertaking an employment needs assessment to better understand the barriers. All people enrolled on employability programmes are assessed and their barriers identified so that these can be addressed.</p> <p>Strategic Equality Plan identifies the need to better understand communities and the barriers that exist for them especially young people, disabled people and people</p>

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			from ethnic minority backgrounds.
Gender Reassignment <i>(anybody who's gender identity or gender expression is different to the sex they were assigned at birth including non-binary identities)</i>	Positive	<p>The Equality and Human Rights Commission reported in 2017 that transgender people were more likely to live in poverty and more likely to suffer with serious mental health issues than the general population. Providing access to comprehensive employability mentoring and support will help people with this protected characteristic to gain skills, work experience and employment which will have a positive impact on other areas of their lives.</p> <p>The focus of the approach is on tailoring employability support to meet the needs and address the barriers of people however complex by taking a person-centred approach. All staff employed to deal with people who are economically inactive or unemployed receive enhanced equalities training to ensure that they</p>	<p>A recent report by Stonewall indicated that over half of transgender workers hide their identity at work while a report by Crossland solicitors indicate that 1 in 3 employers indicated that they were less likely to employ a transgender worker. In terms of sectors across the UK the statistics are:</p> <ul style="list-style-type: none"> -retail 47% were unlikely to employ a transgender worker - IT 45% were unlikely to employ a transgender worker -Leisure and hospitality 35% - manufacturing 34% unlikely to employ a transgender worker. <p>Strategic Equality Plan and Public Sector Equality Duty</p>

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		<p>have the skills, attitude and understanding to engage with people with a wide range of protected characteristics, including gender reassignment.</p> <p>Local Authorities in SE Wales have extensive networks including organisations such as Stonewall that can provide advice and guidance on specific issues and there is a good track record of these being used to ensure that support provided to customers is accessible, supportive and positively impactful.</p> <p>Employer Liaison Officers work closely with employers and businesses and can refer to other agencies/internal Council services that can provide information and guidance for employers to ensure their organisations value diversity. This will also have a positive impact on people with this protected characteristic.</p>	

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Marriage or Civil Partnership <i>(people who are married or in a civil partnership)</i>	Positive	The focus on tailoring support to meet the needs of individuals (whatever these needs are) will ensure that all customers who wish to improve their employability will receive a high quality service regardless of their marital/partner status.	Strategic Equality Plan and Public Sector Equality Duty
Pregnancy and Maternity <i>(women who are pregnant/on maternity leave)</i>	Positive	The focus on tailoring support to meet the needs of individuals (whatever these needs are) will ensure that all customers who wish to improve their employability will receive a high quality service and interventions identified that will meet their needs and circumstances. This can include assessing facilities available at meeting/training venues to ensure they meet the needs of pregnant women for example. Access to childcare is a core component of employment programmes and the approach recommended in this proposal aims to ensure access to childcare will be developed to address barriers that prevent engagement. Other facilities	Strategic Equality Plan and Public Sector Equality Duty

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		currently provided that would be maintained if a programme is developed includes access to digital training.	
Race <i>(ethnic and racial groups i.e. minority ethnic groups, Gypsy, Roma and Travellers)</i>	Positive	<p>Any programme that is developed regionally as a result of Cabinet's approval to work collaboratively across the region will be guided by the Race Equality Action Plan's (REAP) goals on employability as they relate to the programme including:</p> <ul style="list-style-type: none"> - ensuring safe spaces and inclusive environments for participants - working with partners to signpost businesses to the advice on anti-racist recruitment practices -working with partners from the BAME community to ensure information on programmes reaches communities and that venues are accessible <p>An anti-racism approach to the development of employability programmes will ensure that</p>	<p>WG's Employability Plan highlights the need to develop individualised approaches to reach those furthest from the labour market and emphasises the need for deliverers to be inclusive, promote inclusivity and make a commitment to diversity, inclusivity and equality.</p> <p>TUC Cymru has highlighted that when it comes to Covid we were not all in it together and that women, disabled people and black and ethnic minority people were more badly affected than others in the workplace. This effect was even worse for people who shared more than one of these protected characteristics and it</p>

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		<p>practices, functions and processes that support delivery will uncover whether and/or how practices and behaviours that 'may appear seemingly benign may inadvertently discriminate against ethnic minority groups.'</p> <p>Engagement with partners from Black and Ethnic Minority organisations during the development phase of a regional employability programme will ensure that voices with relevant experience can be heard and their insight can support the design and operation of any programme.</p> <p>Adopting a regional approach to employability will enable areas to share good practice and specialist support which could be positive for people from minority ethnic backgrounds. RCT has a relatively low number of people from Black and Minority ethnic backgrounds while other areas, such as Cardiff and Newport, have a much higher concentration of people from a wide variety of ethnic backgrounds who</p>	<p>is important to understand how this intersectionality affects individuals and their specific experiences including when they are looking for work or wanting to further develop their skills and careers.</p> <p>In its response to WG's 'An anti-racist Wales' the Senedd The Runnymede Trust has highlighted that 'racial inequalities persist in almost every arena of British society from birth to death.' Therefore listening to people and understanding their specific experiences and needs will help to ensure that employability programmes are inclusive and supportive of people with diverse backgrounds.</p> <p>Strategic Equality Plan and Public Sector Equality Duty</p>

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>have had experience in tailoring employability support programmes and learning to suit specific ethnic minority groups. Working collaboratively will enable good practice and also information about specific support networks to be shared across the region thereby ensuring that there is a greater understanding of issues and barriers and more access to partner services that will be of benefit to individuals from ethnic minority backgrounds.</p> <p>In addition, this employability framework is aligned to activity like REACH and to ESOL provision which can be important to some people of ethnic minority backgrounds.</p>	
Religion or Belief <i>(people with different religions and philosophical beliefs including people with no beliefs)</i>	Positive	Employability support is designed to identify and address the needs of individuals, however complex, and to identify pathways to employment that will suit their circumstances. As above regional collaboration will provide opportunities for sharing	Evidence suggests that people who have ethnically distinct names, especially those that may be linked to a specific religion (e.g. Islam) find it more difficult to gain interviews and/or work.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>knowledge, understanding and good practice. Staff employed by employability programmes receive enhanced equalities training including on race, religion and culture.</p> <p>Employability programmes in SE Wales have an excellent track record of placing individuals in work or training settings that enhance their skills and confidence whoever they are and whatever beliefs they have.</p> <p>Employability programmes also work closely with businesses and employers and can signpost these for further information, advice and training if required to enhance their understanding of their legal obligations but also support them to adopt more inclusive practices.</p>	Strategic Equality Plan and Public Sector Equality Duty
Sex	Positive	The REF approach being proposed will focus not only on increasing	Chwarae Teg: Covid 19 Women, Work and Wales -

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<i>(women and men, girls and boys)</i>		<p>employability and addressing the barriers that women/girls face in gaining employment but will also focus on preparing people to work in industry sectors prioritised by the Regional Skills Partnership so that they can access sustainable, good quality jobs.</p> <p>Aligning provision to these priority sectors identified as areas for investment, and establishing further contacts within these industries will help support participants on employability programmes to gain the skills and experience required to work in these industries.</p> <p>Addressing confidence issues and ensuring that there is access to childcare and flexible working is recognised as areas that will need to be addressed as any programme is developed (childcare is already part of many employability programmes).</p> <p>Access to learning opportunities and skills development as well as good careers guidance for young women progressing through the education</p>	<p>Covid has had an impact on women's job security for those in previously secure employment and it is anticipated that more jobs will be at risk going forward as result of the longer-term impact of Covid. It is noted also that due to lack of childcare and the inflexibility of some employers that women have had to turn down job offers.</p> <p>The adverse impact of Covid on women has also been borne out by work undertaken by TUC Cymru. It has been identified that women are more likely to be in low paid work and working in sectors that were more affected by the Lockdown.</p> <p>Strategic Equality Plan and Public Sector Equality Duty Chwarae Teg: 'Society is the disability' -Disabled Women and Work' highlights the</p>

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>sector will enhance opportunities for women to develop the skills required to progress into good quality jobs. Case studies available from current employability programmes provide evidence of how effective these can be in supporting women to overcome the barriers that have previously impeded their progress.</p> <p>The positive impact of facilitating access to higher learning for women cannot be overestimated.</p> <p>While males in RCT earn more than females in terms of full-time gross pay, when this is calculated to exclude overtime, females on average earn slightly more than males £14.46 per hour compared to £14.18 per hour. This is better than in Wales and GB where even on this calculation males earn more. The positive performance of women who work full-time in RCT may be associated to the fact that women in RCT have higher qualifications levels at NVQ 4 than males.</p>	<p>intersectionality between gender and disability and the impact on women.</p> <p>Decent Work for Women in Wales: A Sectoral Study - A qualitative research study exploring decent work and barriers to progression for women in the Domiciliary Care and Food and Drink Sectors (Chwarae Teg)</p> <p>The Strategic Equality Plan highlights areas where women experience barriers and the need to address these.</p> <p>There are more males (3,824 compared to 2,795 females) claiming out-of-work benefits and significant evidence to suggest that white boys from disadvantaged backgrounds are underperforming at school.</p> <p>There has been a consistent pattern between 2004 and 2019 of more males than</p>

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>However the situation for women as whole is far less rosy especially so for those in low paid jobs and on insecure contracts but access to learning and skills can address these especially if the provision is flexible to meet the needs of women and their families.</p> <p>Boys</p> <p>There is an increasing body of evidence to show that white working class boys are the lower achievers/attainers in UK schools an boys who receive Free School Meals under perform in comparison with all other groups.</p> <p>In order to address this a future employability programme would focus on pupils at risk of becoming NEET between the ages of 14-16 years in the belief that offering an alternative curriculum, especially for boys, will result in better outcomes for them.</p>	<p>females being classed as NEET in Wales.</p> <p>Provisional figures for 2019 indicate:</p> <ul style="list-style-type: none"> • 12.2% (6,300) of males aged 16 to 18 were NEET, compared to 11.5% (6,100) in 2018 • 10.0% (4,900) of females aged 16 to 18 were NEET, an increase from 9.6% (4,700) in 2018 <p>The pattern has changed for 19-24 year olds as follows:</p> <p>Provisional figures for 2019 indicate:</p> <ul style="list-style-type: none"> • 15.2% (18,900) of males aged 19 to 24 were NEET, a decrease from 16.5% (20,900) in the previous year • 16.3% (18,500) of females aged 19 to 24 were NEET, an increase from 15.4% (17,700) in the previous year

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
			There are small differences in NEET rates between regions. The proportion of young people (aged 16 to 24) who are NEET in SE Wales was 12.8% in March 2020.
Sexual Orientation <i>(bisexual, gay, lesbian, straight)</i>	Positive	Employability support is designed to identify and address the needs of individuals, regardless of their protected characteristics. By adopting a person-centred approach, that is focussed on moving the individual towards their identified goal, all people who engage on these programmes should have a good experience. Employer Liaison Officers work closely with employers and businesses and can refer to other agencies/internal Council services that can provide information and guidance for employers to ensure their organisations value diversity. This will have a positive impact on	Strategic Equality Plan and Public Sector Equality Duty

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		people with this protected characteristic.	

In addition, due to Council commitments made to the following groups of people we would like you to consider impacts upon them:

	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
Armed Forces Community <i>(anyone who is serving, has served, family members and the bereaved)</i>	Positive	Employability support is designed to identify and address the needs of individuals, regardless of their protected characteristics. By adopting a person-centred approach, that is focussed on moving the individual towards their identified goal, all people who engage on these programmes should have a quality service that will help them fulfil their potential. Programmes already engage with people in the armed forces community especially	40% of veterans in the UK are aged between 16 and 64 years and therefore of working age. 79% of working age veterans are employed and are as likely to be employed as non-veterans, and 92% have a qualification and are as likely to have a qualification as non-veterans, according to the Annual Population Survey 2017. However those who experience unemployment

		<p>veterans, and the individualised approach alongside the extensive network of contacts developed across the region with third sector organisations and public sector services means that this community can be provided with tailored support to meet their specific needs. This will not only have an impact on their wellbeing but also those of their families.</p> <p>Specific support is available to veterans and their families through a variety of pathways and a regional approach to employability with extensive partnerships including with learning providers, health, voluntary sector as well as industry sectors will ensure that the individualised support will have a positive impact on them.</p>	<p>may require specialised support to progress. Strategic Equality Plan and Public Sector Duty</p>
<p>Carers <i>(anyone of any age who provides unpaid care)</i></p>	<p>Positive</p>	<p>Employability programmes are designed to support people to get into work or to develop their skills so that they are able to gain employment,</p>	<p>Strategic Equality Plan and Public Sector Duty</p>

		<p>change employment or progress in employment. Jobs however are not always full-time and there are a wide variety of work patterns across sectors, therefore carers who wish to work can be supported to do so. Remote access to training due to Covid has increased hugely which has proven to be a significant advantage for those who wish to engage in learning but have caring responsibilities.</p> <p>Local Authorities have teams of Employer Liaison Officers as well as employability mentors who can prepare people for work, and identify local labour market opportunities that could suit people looking for part-time/flexible working. This approach would continue post EU funding if we are successful in drawing down funding for new programmes.</p> <p>Lack of confidence often affects people who have spent</p>	
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		<p>significant periods of time caring for others - employability and the learning programmes they use are adept at increasing confidence and highlighting to people the transferable skills they have.</p>	
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If the initial screening test has identified negative impacts then a full equality impact assessment (section 4) **must** be undertaken. However, if after undertaking the above screening test you determine a full equality impact assessment is not relevant please provide an adequate explanation below:

Are you happy you have sufficient evidence to justify your decision?

Yes

No

Name: Wendy Edwards

Position: Service Director Community Services

Date: 24/11/21

Please forward a copy of this completed screening form to the Diversity and Inclusion Team.

PLEASE NOTE – there is a separate impact assessment for Welsh Language. This must also be completed for proposals.

Section 3 Socio-economic Duty needs only to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. Definition of a ‘strategic nature’ is available on page 6 of the [Preparing for the Commencement of the Socio-economic Duty](#) Welsh Government Guidance.

SECTION 3 – SOCIO-ECONOMIC DUTY (STRATEGIC DECISIONS ONLY)

The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services.

Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:

<ul style="list-style-type: none">• Single parents and vulnerable families• Pensioners• Looked after children• Homeless people• Students• Single adult households	<ul style="list-style-type: none">• People living in the most deprived areas in Wales• People with low literacy and numeracy• People who have experienced the asylum system• People misusing substances• People of all ages leaving a care setting• People involved in the criminal justice system
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<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p>Low Income/Income Poverty <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i></p>	<p>Positive</p>	<p>The approach proposed by the REF is focussed on making people more employable (and thereby increasing their income generating potential) by:</p> <ul style="list-style-type: none"> - identifying and addressing any barriers they have to development - providing access to learning/training that will enhance their skills making them more work-ready or more skilled to progress in the workplace into better paid jobs - providing further support when people gain employment so that they can retain their employment and/or progress into better jobs in the workplace. <p>There is also a focus on working closely with employers to identify the skills they need and provide the training they require so that our customers are able to access those jobs.</p> <p>The 5 Step Employment Pathway currently in place in RCT and</p>	<p>NOMIS data Jan – Dec 2020 14,000 people in RCT had no qualifications (9.6% compared to 7.7% in Wales and 6.4% in GB).</p> <p>The number of people with NVQ Level 1 and above qualifications is consistent with the Welsh average but comparative data for those on Levels 2 – 4+ are below the Wales and GB averages. There is often a direct correlation between earnings and skills levels.</p> <p>People who have no qualifications are more at risk of unemployment or being stuck in low paid/insecure employment.</p> <p>Welsh Government's Adult Community Learning in Wales policy statement highlights that well paid work is the 'best route out of poverty.'</p>

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>included as part of the REF can help people who are on low incomes to improve their prospects through providing mentoring support, engaging them in training, volunteering or work placements or sign-posting them to other providers who provide vocational support and provide welfare advice and benefit checks to ensure they are receiving all the benefits that they are entitled to while they look for work or improve work prospects.</p> <p>Employability programmes across SE Wales work closely with a wide range of advice providers and training providers and can also refer into specialist support as required.</p> <p>This type of provision:</p> <ul style="list-style-type: none"> - supports economic regeneration by ensuring that there is a skilled workforce available to employers so that they can improve their productivity 	<p>Daniel Fujiwara in 'Valuing the impact of adult learning' stresses the positive effects of engaging in adult learning including greater likelihood of finding and staying in a job and improved health.</p>

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<ul style="list-style-type: none"> - supports individual resilience by improving the prospects of people on low incomes - provides support to people whose low income/poverty is due to substance misuse issues or gambling by providing access to specialist support services - provides support for travel expenses, access to funding for clothes for interviews, and childcare costs so that these are no longer barriers to work 	
<p>Low and / or No Wealth <i>(enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future)</i></p>	Positive	<p>The REF introduces a mechanism for priority industry engagement aligned to the Regional Skills Partnership priority sectors. This mechanism is specifically designed to support participants not just into a job, but into a sustainable, long-term career pathway.</p> <p>The 5 step Employment Pathway will ensure that participants will be able to progress and be supported along their journey by a mentor who will provide advice not only on training</p>	<p>CCR Employability and Skills Plan</p> <p>WG Child Poverty Income Maximisation Action Plan contains a set of practical actions that will help to maximise the incomes of families living in poverty in Wales and support them to build their financial resilience, including ensuring that families are supported to claim</p>

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		and employment but also has the skills and network to access welfare checks, deal with debt issues, provide emergency food vouchers or support to complete applications for example to the Welsh Government's Discretionary Assistance Scheme when they have no money for white goods etc.	all the financial benefits they are entitled to.
<u>Material Deprivation</u> <i>(unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.)</i>	Positive	<p>The Welsh Index of Multiple Deprivation 2019 details deprivation as lack of access to opportunities and resources which we might expect in our community; income, employment, health, education, access to services, housing, community safety and physical environment.</p> <p>Employability programmes have a positive effect as follows:</p> <p>Employment – the people who engage with employability programmes have an increased chance of improving their employment prospects whether that is in respect of gaining employment, increasing employment and/or getting more sustainable work. This benefits</p>	<p>NOMIS Jan – Dec 2020</p> <p>The number of workless households in RCT are 15,000 (20.2% compared to 16.5% in Wales and 13.6% in GB)</p> <p>WIMD</p> <p>Working-age adults and children in working families are much less likely to be in relative low income than those in families where no-one is in work. However although being in work reduces the likelihood of falling below low income measures, the majority of those in low income poverty are in working households. This is because</p>

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>not only individuals but also local businesses who can access people with the skills they need to maintain/expand their businesses.</p> <p>Health – employment is a wider determinant of health; there is a large body of evidence that highlights the link between good health and wellbeing and employment.</p> <p>Income – improving skills, offering mentoring support to identify and overcome barriers to progression and getting people into work or supporting them to get more sustainable work or an increase in hours will improve their income.</p> <p>Education – employability programmes can target people of all age groups including those in formal education and who are at risk of disengaging. Participants can be signposted to full-time education and training as appropriate.</p> <p>Housing – by supporting people into employment and better paid jobs employability programmes contribute</p>	<p>the great majority of working-age adults and children belong to working families.</p> <p>This was highlighted by the research indicated by the Bevan Foundation when considering the impact of Universal Credit.</p> <p>WG Child Poverty Income Maximisation Action Plan contains a set of practical actions that will help to maximise the incomes of families living in poverty in Wales and support them to build their financial resilience, including ensuring that families are supported to claim all the financial benefits they are entitled to.</p>

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
		<p>to an individual's ability to pay for their housing.</p> <p>Community safety - this can be affected positively as communities move out of deprivation due to improvements in employment.</p> <p>Access to services – the REF is designed to be locally delivered but regionally coordinated, ensuring that delivery of employability programmes would be in local community venues that are more accessible to residents.</p>	

<u>Socio-economic disadvantage</u>	Does the proposal have any positive, negative or neutral impacts	Provide detail of the impact	What evidence has been used to support this view?
<p><u>Area Deprivation</u> <i>(where you live (rural areas), where you work (accessibility of public transport))</i></p>	<p>Positive</p>	<p>RCTCBC and its adjoining areas in the South Wales valleys contain some of the most deprived areas in Wales.</p> <p>This employability framework is aligned to regional labour market demand and is based on an assessment of the strengths, weaknesses, opportunities and threats within the regional labour market. Aligning employability activity to the needs of economy will help businesses to grow, employ people, and sustain local incomes.</p> <p>The Welsh Index of Multiple Deprivation (WIMD) highlights 8 categories that are assessed when considering levels of deprivation. The REF and any programme that is developed as a result of it will contribute to improving the following: Employment – the people who engage with employability programmes have an increased chance of improving their</p>	<p>The Welsh Index of Multiple Deprivation (WIMD). Of the 10 most deprived LSOAs in Wales 7 are in South-East Wales. With Employment accounting for 22% weighting in the WIMD this highlights the importance of employability programmes, especially as employment is a wider determinant of health (weighted at 15%) and income (weighted at 22%). It is notable that areas that have moved out of the 10 most deprived areas since 2014 (for example Penywaun 2) have often done so on the basis of improvements in income, employment and health.</p> <p>Well- Being of Future Generations (Wales) Act 2015.</p> <p>Equality Act 2010.</p>

		<p>employment prospects whether that is in respect of gaining employment, increasing employment and/or getting more sustainable work. This benefits not only individuals but also local businesses who can access people with the skills they need to maintain/expand their businesses.</p> <p>Health – employment is a wider determinant of health; there is a large body of evidence that highlights the link between good health and wellbeing and employment.</p> <p>Income – improving skills, offering mentoring support to identify and overcome barriers to progression and getting people into work or supporting them to get more sustainable work or an increase in hours will improve their income.</p> <p>Education – employability programmes can target people of all age groups including those in formal education and who are at risk of disengaging. Participants can be signposted to full-time education and training as appropriate.</p> <p>Housing – by supporting people into employment and better paid jobs employability programmes contribute</p>	<p>RCTCBC Corporate Plan 2020 - 2024.</p> <p>CCR Deal represents the joint commitments made by the ten local authorities of the Cardiff Capital Region, the UK Government and the Welsh Government to unlock £1.3bn of collective investment to promote regional growth that is designed to transform the economy, business landscape and potential for inclusive prosperity across the 10 Local Authorities in SE Wales.</p>
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		<p>to an individual's ability to pay for their housing.</p> <p>Community safety - this can be affected positively as communities move out of deprivation due to improvements in employment.</p> <p>Access to services – the REF is designed to be locally delivered but regionally coordinated, ensuring that delivery of employability programmes would be in local community venues that are more accessible to residents.</p> <p>Working together across the CCR will enable us to support the development of the wider area, preparing our residents to have the skills necessary to work in the new industries being attracted to SE Wales through the investment and economic development programmes of the CCR and Welsh Government.</p>	
<p>Socio-economic background <i>(social class i.e. parents education, employment and income)</i></p>	Positive	<p>Under the Equality Act 2010, the Council has a legal duty to eliminate unlawful discrimination and to have due regard to the desirability of reducing socio-economic inequalities. By providing opportunities to access training, work and in-work support</p>	<p>The Welsh Index of Multiple Deprivation (WIMD).</p> <p>Well- Being of Future Generations (Wales) Act 2015.</p>

		<p>that is person-centred and addresses the wide range of barriers facing individuals more people will be able to improve their socio-economic situations.</p> <p>Employability programmes give due consideration to a wide range of issues that affect the people with whom they engage, for example, ability to pay for transport to and from training locations and interviews/work, the need for support with childcare, the need to ensure reasonable adjustments to reduce societal barriers for people with disabilities and so on.</p> <p>By linking training to the current and future needs of the labour force and securing routes to employment in priority sector industries, individuals will have opportunities to gain sustainable, good quality employment and better income.</p>	<p>Equality Act 2010.</p> <p>RCTCBC Corporate Plan 2020 - 2024.</p> <p>Adult Community Learning in Wales</p> <p>WG Employability Plan</p> <p>CCR Employability Plan</p> <p>CCR Economic</p>
<p>Socio-economic disadvantage <i>(What cumulative impact will the proposal have on people</i></p>	<p>Positive</p>	<p>By supporting households into employment and helping to sustain and improve the quality of that employment, employability activity is a key part of the suite of early</p>	<p>WG Employability Plan</p> <p>CCR Employment and Skills Plan</p>

<p><i>or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>		<p>intervention & prevention activities. This reduces the likelihood of long-term challenges resulting from deprivation, adverse childhood experiences, and unemployment.</p> <p>Employability activity supports young people who are “at risk” of becoming NEET. Pre-16 reduction of risk of NEET activity helps young people to access the skills, support and readiness to embrace long-term and sustainable employment, and break often generational cycles of unemployment. Similarly, programmes to support people into employment and to progress in employment help to raise families’ income and lift communities out of poverty. By intervening early, employability programmes help to prevent generational unemployment, Employability activity supports people to progress in their employment, helping to address issues of in-work poverty before they result in a participant feeling forced to leave the labour market.</p> <p>This employability framework retains a focus on supporting those with work-limiting health conditions as well as promoting general wellbeing within</p>	<p>RCT Employment and Skills Action Plan - Progress Update and Case Studies</p> <p>The Welsh Index of Multiple Deprivation (WIMD).</p> <p>Well- Being of Future Generations (Wales) Act 2015.</p> <p>Equality Act 2010.</p> <p>RCTCBC Corporate Plan 2020 - 2024.</p>
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		<p>employment. It is widely referenced that sustainable employment improves population health outcomes.</p> <p>Employability programmes help people to fulfil their potential no matter what their background or circumstances. For example, programmes provide specific support to those in deprived communities, those with work-limiting health conditions, and those for whom English is a second language.</p> <p>The assessment of what has worked well and what hasn't is based on participant experiences and case studies as much as statistical data.</p> <p>The proposal is based on empowering the teams closest to delivery to design the framework, strategy & programmes.</p>	
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SECTION 4 – FULL EQUALITY IMPACT ASSESSMENT

You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impacts and clearly identify which groups are affected.

- 4.a) In terms of disproportionate/negative/adverse impacts that the proposal may have on a protected group, outline the steps that will be taken to reduce or mitigate the impact for each group identified. **Attach a separate action plan where impacts are substantial.**
- 4.b) If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.
- 4.c) Give sufficient detail of data or research that has led to your reasoning, in particular, the sources used for establishing the demographics of service users/staff.
- 4.d) Give details of how you engaged with service users/staff on the proposals and the steps taken to avoid any disproportionate impact on a protected group. Explain how you have used feedback to influence your decision.
- 4.e) Are you satisfied that the engagement process complies with the requirements of the Statutory Equality and Socio-economic Duties?
Yes No

SECTION 5 – MONITORING AND REVIEW

5a) Please outline below how the implementation of the proposal will be monitored:

If a regional approach to employability is approved then partners will start working on a collaborative project in readiness for the Shared Prosperity Fund. Once the SPF criteria have been identified and, provided the programme under development meets those criteria, another report will be presented to each Local Authority's Cabinet asking for approval to submit a joint application to the SPF. There are currently no definite timescales for the announcement of the SPF by UKG.

5b) When is the evaluation of the proposal due to be reviewed?

5c) Who is responsible for the monitoring and review of the proposal?

Torfaen CBC is the Lead Body on the development of the REF.

5d) How will the results of the monitoring be used to develop future proposals?

If a programme is developed and is approved it will be monitored on a monthly basis with quarterly reporting including data and case studies showing impact on participants.

SECTION 6 – REVIEW

As part of the Impact Assessment process all proposals that fall within the definition of ‘Key Decisions’ must be submitted to the Review Panel. This panel is made up of officers from across Council Services and acts as a critical friend before your proposal is finalised and published for SLT/Cabinet approval.

If this proposal is a Key Decision please forward your impact assessment to Councilbusiness@rctcbc.gov.uk for a Review Panel to be organised to discuss your proposal. The EqlA guidance document provides more information on what a Key Decision is.

It is important to keep a record of this process so that you can demonstrate how you have considered equality and socio-economic outcomes. Please ensure you update the relevant sections below

Officer Review Panel Comments	Date Considered	Brief description of any amendments made following Officer Review Panel considerations
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

SECTION 6 – SUMMARY OF IMPACTS FOR THE PROPOSAL

Provide below a summary of the impact assessment. This summary should be included in the equality and socio-economic impact section of the Cabinet report template. The impact assessment should be published alongside the report.

SECTION 7 – AUTHORISATIONS

Lead Officer:

Name:

Position:

Date:

I recommend that the proposal:

- Is implemented with no amendments
- Is implemented taking into account the mitigating actions outlined
- Is rejected due to disproportionate negative impacts on protected groups or socio-economic disadvantage

Head of Service/Director Approval:

Name:

Position:

Date:

Please submit this impact assessment with any SLT/Cabinet Reports.