

## Equality Impact Assessment (EqIA) for Policies, Procedures and Services

<b>Proposal name</b>	<b>Provision of Apprenticeship Training Contract</b>		
<b>Directorate</b>	Resources & Transformation		
<b>Service</b>	HR		
<b>Responsible Officer</b>	Lisa Koc/Helena Baxter		
<b>Proposal planning start</b>	01/09/2020	<b>Proposal start date (due or actual date)</b>	01/02/2021

<b>1</b>	<b>What is the purpose of the proposal?</b>	<b>Yes / No</b>	<b>New / revision</b>
	Show which category the proposal is and whether it is new or a revision.		
	Policy	No	
	Procedure	No	
	Guidance	No	
	Is this a service to customers/staff/public?	Yes	Revised
	If yes, is it contracted or commissioned?	Contracted	
	Other - give details		
<b>2</b>	<b>What is the business case for this proposal? Please provide the main purpose of the service, intended outcomes and reasons for change?</b> HR will be seeking to award contracts to a number of training provider suppliers for the supply of apprenticeship standards.  This process is being undertaken as the current supply contract/framework comes to an end on 14th February 2021.  There will be no fundamental change to the delivery of the service to customers.  There may be small process changes to the way in which HR facilitate transactions against the new contract.		
<b>3</b>	<b>Who is the proposal likely to affect?</b>		
	<b>People in Walsall</b>	<b>Yes / No</b>	<b>Detail</b>
	All		HR/L&D team will be using the new contract/framework to purchase services (apprenticeship standard delivery) on behalf of the Council.
	Specific group/s		
	Council employees	Y	
	Other (identify)		
<b>4</b>	<b>Please provide service data relating to this proposal on your customer's</b>		



	<p><b>protected characteristics.</b></p> <p>The protected characteristics of apprentices are not known by the L&amp;D Team until apprentices actually sign up for an apprenticeship standard. If their protected characteristic means they need specific support or reasonable adjustments in order to participate fully in the apprenticeship then this support will be provided. The contract will ensure training providers are able to provide for the varying needs of apprentices including remote delivery, mentor support, resources in varying formats etc.</p> <p>The Council publishes an annual employment monitoring report which can be found here:</p> <p><a href="http://int.walsall.gov.uk/Portals/0/HR/StratPlanning/Corporate%20Employment%20Monitoring%20Report%202019%20to%202020.pdf?ver=2020-07-24-144049-127">http://int.walsall.gov.uk/Portals/0/HR/StratPlanning/Corporate%20Employment%20Monitoring%20Report%202019%20to%202020.pdf?ver=2020-07-24-144049-127</a></p> <p>Monitoring data in 19/20 reports that 151 employees (4.88%) of the Council's workforce have declared that they have a disability.</p> <p>The award of this contract will not have any impact upon people with protected characteristics for the reasons stated above.</p>
5	<p><b>Please provide details of all engagement and consultation undertaken for this proposal. (Please use a separate box for each engagement/consultation).</b></p>

No engagement and consultation has been undertaken for the “award” aspect of this contract.

This contract will be used to purchase apprentice training which may be used by people with protected characteristics – appropriate consultation and engagement will be undertaken as and when required and will be relevant and specific to individuals’ needs/characteristics and learning provision adapted accordingly.

	<b>Consultation Activity</b>			
	N/A			
	<b>Type of engagement/consultation</b>		<b>Date</b>	
	<b>Who attended/participated?</b>			
	<b>Protected characteristics of participants</b>			
	<b>Feedback</b>			
<b>6</b>	<b>Concise overview of all evidence, engagement and consultation</b>			
	N/A			
<b>7</b>	<b>How may the proposal affect each protected characteristic or group? The effect may be positive, negative, neutral or not known. Give reasons and if action is needed.</b>			
	<b>Characteristic</b>	<b>Affect</b>	<b>Reason</b>	<b>Action needed Yes / No</b>
	<b>Age</b>			
	<b>Disability</b>			
	<b>Gender reassignment</b>			
	<b>Marriage and civil partnership</b>			
	<b>Pregnancy and maternity</b>			
	<b>Race</b>			

	<b>Religion or belief</b>	
	<b>Sex</b>	
	<b>Sexual orientation</b>	
	<b>Other (give detail)</b>	
	<b>Further information</b>	
<b>8</b>	<b>Does your proposal link with other proposals to have a cumulative effect on particular equality groups? If yes, give details.</b>	(Delete one) <b>No</b>
<b>9</b>	<b>Which justifiable action does the evidence, engagement and consultation feedback suggest you take? A – No major change required.</b>	
A	<b>No major change required</b> When no potential for discrimination or adverse impact is identified and all opportunities to promote equality have been taken.	
B	<b>Adjustments needed to remove barriers or to better promote equality</b> Are you satisfied that the proposed adjustments will remove the barriers identified?	
C	<b>Continue despite possible adverse impact</b> For important relevant proposals, compelling reasons will be needed. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact. Consultation may suggest a change of action, but some actions will be required regardless of consultation e.g. budget savings. Mitigating actions may be required to minimise impact identified through consultation.	
D	<b>Stop and rethink your proposal</b> Actual or potential unlawful discrimination is identified; the proposal will need reviewing immediately. You may need to consult with appropriate officers including your executive director, finance or Equality, Safety and Wellbeing.	

Action and monitoring plan				
Action Date	Action	Responsibility	Outcome Date	Outcome

Where the assessment indicates a potential negative impact (B, C or D in question 7), identify how you will reduce or mitigate this impact. The full impact of a proposal will only be known once it is introduced, so always set out arrangements for reviewing the actual impact of the proposals e.g. 6 month or 12 months after implementation.

Identify who the monitoring will be reported to and what it is part of e.g. service monitoring or project monitoring. Then ensure the outcome of each action is added, this is just as important as identifying the potential impact.

### Update to EqIA

Date	Detail

Use this section for updates following the commencement of your proposal.

### Contact us

Community, Equality and Cohesion  
Resources and Transformation

Telephone 01922 655797

Textphone 01922 654000

Email [equality@walsall.gov.uk](mailto:equality@walsall.gov.uk)

Inside Walsall: [http://int.walsall.gov.uk/Service\\_information/Equality\\_and\\_diversity](http://int.walsall.gov.uk/Service_information/Equality_and_diversity)