# Equality Impact Assessment (EIA)

## Document control

| Title of activity: | Havering Employment and Skills Plan 2018 - 2021 |
| --- | --- |
| Type of activity: | This is : <br> 1. **a strategy** which outlines the London Borough of Havering's approach to supporting the Employment and Skills agenda and <br> 2. **A service** to coordinate employment and skills provision across the borough ( internally and externally) to ensure that Havering is able to realise the full benefits of national, regional and sub-regional provision <br><br> The service will deliver employment and skills brokerage to local residents who are unemployed, under employed or at risk of experiencing "in work poverty" through the provision of comprehensive wrap-around support consisting of : <br><br> • Information, advice and guidance <br> • Needs assessment <br> • Personalised action planning <br> • Training and employment support and in-work support. <br><br> All Havering residents accessing this support will be issued with a Havering Skills Passport which will ensure that residents experience a consistent service that seeks to improve their employment and skills situation.  Residents will be encouraged to engage in shaping and planning their |

| | career path in terms of progression, diversification and skills development.  Participants will be referred to provision funded from various sources including Section 106 agreements and the European Social Fund (ESF). The service will move residents as appropriate between the varied provision to support residents into employment and training.

**A Referral Management System** will also be established to match residents' needs with appropriate provision, monitor their progress and measure the impact of the interventions.

There will be opportunities for participants to provide feedback on their experiences and help to contribute to the future design of services to make sure that they meet residents' needs.

The service will work with employers and learning / training providers to develop customised training to support local residents into employment. It will develop strategic and operational partnerships to progress the needs of local residents and businesses in terms of employment and skills from entry level to higher level skills. |
|---|---|
| **Lead officer:** | Deborah Moonasar<br>Skills and Business Engagement Manager<br>Policy, Performance and Community |
| **Approved by:** | Pippa Brent-Isherwood<br>Assistant Director of Policy, Performance and Community |
| **Date completed:** | 09/01/18 |
| **Scheduled date for review:** | 31/03/19 |

| | |
|---|---|
| **Did you seek advice from the Corporate Policy & Diversity team?** | **Yes** / No |
| **Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?** | Yes **/ No** |

# 1. Equality Impact Assessment Checklist

## About your activity

| 1 | Title of activity | **Havering Employment and Skills Plan 2018 - 2021** |
|---|---|---|
| 2 | **Type of activity** | This is :<br>1. **a strategy** which outlines London Borough of Havering's approach to supporting the Employment and Skills Agenda<br>and<br>2. **A service** to coordinate employment and skills provision across the borough ( internally and externally) to ensure that Havering is able to realise the benefits of national regional and sub regional provision<br><br>Please see further details provided above. |
| 3 | **Scope of activity** | The Havering Employment and Skills Plan is specifically designed to support residents who are at risk of experiencing disadvantage due to lack of skills, unemployment or under-employment.<br><br>The work being proposed will include :<br><br>• **Development of targeted interventions for specific priority/demand groups**. This will enable value to be added to current skills and employment provision and can be developed to meet the full spectrum of training needs from entry level to the higher level skills demanded by businesses.<br><br>• **A central management and coordination role** will facilitate a common referral process across a range of provision including direct delivery from within the Employment and Skills team and other Council services.<br><br>• Encouraging providers to **work collaboratively** with the Council and other providers to secure the type and quality of provision that is needed to move residents into work and support them to progress within work and sustain well paid employment, |

- **Utilising Section 106** funding and maximising opportunities from the Council's **procurement and commissioning activities** to service local labour market requirements.

- **Employer Led Training Provision** - The Council has a role to play in engaging employers in working with training providers to develop "employer led" training, which meets the changing needs of industry and also, crucially, is of a quality and scope that businesses are prepared to pay for.

- **The development of a comprehensive local partnership of providers, businesses and the local authority** to attract funding from a range of sources. The ability to demonstrate a coordinated and responsive infrastructure will be key to attracting funding going forward.

**This approach**:

- Offers a multi layered and comprehensive approach by utilising existing funding and support that is being provided on a regional and sub-regional basis. This can provide additional value when used alongside Planning Gain and other funding opportunities to enhance and augment provision.
- Utilises local partnership activity and funding to address some of Havering's specific needs (for example, addressing job sustainability and progression through improved skills levels linked to jobs available).
- Enables engagement in sector based approaches to respond to employers' specific needs, support workforce development and enhance productivity.

The Plan will to respond particularly to the higher levels of deprivation and unemployment within known hotspots in Havering, particularly Gooshays, Heaton, Romford Town and Havering Park. These wards have the highest numbers of unemployment related benefits claimants, and the highest number of claimants of Employment Support Allowance (which supports people who cannot find a job through long term illness or disability).They are the most income and employment deprived wards in Havering and also have the highest numbers of children living in poverty (according to the Indices of Multiple Deprivation 2015).

| | | |
|---|---|---|
| **4a** | **Is the activity new or changing?** | New |
| **4b** | **Is the activity likely to have an impact on individuals or groups?** | Yes |
| **5** | **If you answered yes:** | Please see the EIA on the next page. |
| **6** | **If you answered no:** | N/A |

| | |
|---|---|
| **Completed by:** | Deborah Moonasar<br>Skills and Business Engagement Manager<br>Policy, Performance and Community |
| **Date:** | 12/01/18 |

# 2. Equality Impact Assessment

| **Background/context** |
|---|
| The Employment and Skills Plan is specifically intended to support people who are disadvantaged or at risk of becoming disadvantaged through lack of skills, unemployment, under-employment and / or in-work poverty.  The Plan sets out a range of activities that will be carried out to support unemployed residents to access and sustain work, and also to help those who are in work to increase their prospects of progression and increased prosperity.<br><br>As part of the proposed Referral Management System we intend to manage and monitor the effectiveness of this activity in supporting residents, including those who have "protected characteristics". The system will also facilitate the movement of residents between programmes to maximise their outcomes.<br><br>This activity will help us to :<br>• Ensure that Havering residents have access to all of the opportunities available to them.<br>• Efficiently and reliably move residents through programmes so that they are supported to meet their employment and skills needs currently and in the future.<br>• Review, analyse and act on feedback from residents on the extent to which provision meets their needs; the quality of their experience, and how we could better shape activities in the future to meet residents' needs.<br><br>The Employment and Skills Plan 2018-21 is intended to respond particularly to the higher levels of deprivation and unemployment within known hotspots in Havering, particularly Gooshays, Heaton, Romford Town and Havering Park. These wards have the highest number of unemployment related benefits claimants, and the highest number of claimants of Employment Support Allowance (which supports people who cannot find a job through long term illness or disability).<br><br>Gooshays, Heaton and Havering Park are the most income and employment deprived wards in Havering and also have the highest numbers of children living in poverty (according to the Indices |

of Multiple Deprivation 2015).

Whilst the borough appears to enjoy a relatively good economic outlook and experiences some of the lowest levels of unemployment when compared to other London boroughs, there are areas where support is needed to lift the economic prospects and wellbeing of residents, especially amongst groups with "protected characteristics".

## The EIA

| **Age:** Consider the full range of age groups | | |
|---|---|---|
| *Please tick (✓) the relevant box:* | | **Overall impact:  Positive** |
| **Positive** | **V** | Despite a 76.5% rate of employment (higher than the London average), Havering residents experience comparatively poor rates of pay, levels of education and skill levels. This situation will impact on the future prosperity and wellbeing of residents.  The Employment and Skills Plan aims to address this by supporting residents to improve their employment prospects. |
| **Neutral** | | |
| **Negative** | | The implementation of a Referral Management System will ensure that the council is able to monitor and improve as necessary the support provided to those with "protected characteristics" |

**Evidence:**

Havering has 252,800 residents (Nomis 2016). The borough current experiences some of the lowest wage rates and levels of educational attainment in London. Households earnings average £44,430 per annum compared to £48,530 in other outer London boroughs and a Greater London average of £51,770.

Low qualification levels are a prominent issue for Havering, as almost three quarters of the adult population have either no qualifications or are qualified only to level 1 or 2, with less than a quarter having attained degrees.  The proportion of Havering residents with NVQ1 qualifications and above is 85.8%; slightly above both the UK and London averages.  However, the proportion of 16-64 years olds with NVQ2 qualifications and above is below the UK average. 70.2% in Havering have this qualification compared with 76.4% across London and 73.3% across the UK.  These figures suggest that the Further Education is one of the key areas that require improvement in the borough.

The figures are heavily skewed by the 50-64 population, but there are relatively low levels of level 4 and above qualified residents across all age brackets, whilst the future projections for the London job market are heavily skewed towards higher level qualifications, particularly level 4, being necessary. Havering has a low proportion of people with skill levels of  NVQ4 and above with 25.7% of 16-64 year olds holding a qualification at this level and above, compared with 49.1% across London and 36.0% across the UK. The percentage of 16-64 year olds with NVQ3 level qualifications is also below the UK and London average, with Havering at 47.8% compared with 64.7% for London and 56.7% from the UK as a whole.

The borough also ranks low in the London tables for A Level and Equivalent Outcomes. For example, the borough ranks 28th out of the 33 London boroughs in terms of Key Stage 5 points per entry. This puts the number of points per entry at 4% below the London average.

There is a historically significant issue of early school leaving with over 50% of the adult population having left full-time education aged 16 or under. This means that Havering has the highest proportion of the adult population that left education aged 16 or under compared with neighbouring boroughs, which is significantly above the London average (24%).

**Sources used:**

http://www.nomisweb.co.uk/reports/lmp/la/1946157270/subreports/einact_time_series/report.aspx?

Havering Employment and Skills Plan 2018-21

Renaisi  Havering Skills and Employment Study 2014

The Havering Data Story – Rocket Science November 2016

**Disability:** Consider the full range of disabilities; including physical mental, sensory and progressive conditions

| *Please tick (✔) the relevant box:* | | **Overall impact: Positive** |
|---|---|---|
| **Positive** | V | The Employment and Skills Plan will impact positively on this group of residents as currently the support provided to this group of residents is un-coordinated and often of an inconsistent quality. Through the delivery of the Employment and Skills Plan, the Council will work to ensure that outcomes for this group of residents are monitored and that people with disabilities are able to influence the design and development of future support. |
| **Neutral** | | |
| **Negative** | | |

**Evidence:**

There are 7,788 residents aged between 16-64 living with moderate physical disabilities, and 809 people aged 16-64 with moderate or severe Learning Disabilities living in the borough. Gooshays, Heaton, Romford Town and Havering Park have the highest numbers of claimants of Employment Support Allowance (ESA), which support people who cannot find a job due to long term illness or disability.

There is currently no specific provision within the borough for this group of residents and access to mainstream provision is un-coordinated.  There is strong evidence that health and wellbeing can be enhanced through employment activity, and the Council is keen to utilise this route to enhance the life chances and wellbeing of people with disabilities.

Through the delivery of the Employment and Skills Plan, the Council will facilitate support and referral networks and will be able to monitor the impact of programmes.  Access to activities and referral networks will be maximised by coordinating with departments and services such as Improving Access to Psychological Therapies (IAPT), Adult Social Care, Public Health, and relevant voluntary and community sector organisations to make sure that these opportunities are well publicised to those requiring them.

**Sources used:**

This is Havering

| **Sex/gender:** Consider both men and women | | |
|---|---|---|
| *Please tick (✓) the relevant box:* | | **Overall impact: Positive** |
| **Positive** | V | Delivery of the Employment and Skills Plan will support all residents of Havering and will be mindful of the responsibilities of those residents with caring responsibilities for children and / or other family members. |
| **Neutral** | | |
| **Negative** | | There is some evidence of vender inequality in pay between males and females within the borough, so we will work to raise attainment and achievement levels to bring about a greater balance.<br><br>The implementation of a Referral Management System will ensure that the council is able to monitor and improve the support provided to both men and women. |

**Evidence:**

Males in Havering typically command higher salaries than their female counterparts (at £36,530 compared with £28,243). The Council will work to achieve greater wage equality for females where possible but, as a whole, we will work with both groups to raise skill levels and progression prospects since Havering experiences some of the lowest wage rates in London. This is particularly relevant when set against rising housing and living costs and the impact of thresholds of Housing Benefit Support.

**Sources used:**

GLA intelligence – Borough profiles
Nomis
The Havering Data Story – Rocket Science November 2016

| **Ethnicity/race:** Consider the impact on different ethnic groups and nationalities | | |
|---|---|---|
| *Please tick (✓) the relevant box:* | | **Overall impact: Positive** |
| **Positive** | v | Havering is one of the most ethnically homogenous places in London, with 83% of its residents recorded as White British; higher than both London and England as a whole. About 90% of the borough's population was born in the United Kingdom. This is a changing picture, however, and continued growth in the BAME population is expected. Delivery of the Employment and Skills Plan will work to support BAME groups to actively participate in and benefit from employment and skills interventions. BAME communities are a target group for ESF funding so will particularly benefit from the employer brokerage service to be delivered through this route. The associated targets will be integrated into the work programme of the Employment and Skills team. The implementation of a Referral Management System will further ensure that the Council is able to monitor and improve the support provided to BAME groups. |
| **Neutral** | | |
| **Negative** | | |

**Evidence:**

While Havering is one of London's least diverse boroughs, 10% of the population was born outside of the UK according to the 2011 census. The majority of residents born outside of the UK were from Ireland, Nigeria and India as well as Eastern Europe. It is projected that the Black African population will increase from 3.8% in 2015 to 5.2% of the Havering population in 2030.

**Sources used:**

This is Havering 2016

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**Religion/faith:** Consider people from different religions or beliefs including those with no religion or belief

| *Please tick (✓) the relevant box:* | | **Overall impact:** |
|---|---|---|
| **Positive** | | There is no information held at either local or national levels that can be used to carry out a viable EIA against this factor |
| **Neutral** | V | |
| **Negative** | | |

**Evidence:**

Please see above

**Sources used:**

N/A

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**Sexual orientation:** Consider people who are heterosexual, lesbian, gay or bisexual

| *Please tick (✓) the relevant box:* | | **Overall impact:** |
|---|---|---|
| **Positive** | | There is no information held at either local or national levels that can be used carry out a viable EIA against this factor |
| **Neutral** | V | |
| **Negative** | | |

**Evidence:**

Please see above

**Sources used:**

N/A

**Gender reassignment:** Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

| *Please tick (✓) the relevant box:* | | **Overall impact:** |
|---|---|---|
| **Positive** | | There is no information held at either local or national levels that can be used carry out a viable EIA against this factor |
| **Neutral** | V | |
| **Negative** | | |

**Evidence:**

Please see above

**Sources used:**

N/A

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**Marriage/civil partnership:** Consider people in a marriage or civil partnership

| *Please tick (✓) the relevant box:* | | **Overall impact:** |
|---|---|---|
| **Positive** | | There is no information held at either local or national levels that can be used carry out a viable EIA against this factor |
| **Neutral** | V | |
| **Negative** | | |

**Evidence:**

Please see above

**Sources used:**

N/A

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**Pregnancy, maternity and paternity:** Consider those who are pregnant and those who are undertaking maternity or paternity leave

| *Please tick (✓) the relevant box:* | | **Overall impact:** |
|---|---|---|
| **Positive** | V | There is no information held at either local or national levels that can be used carry out a viable EIA against this factor. However it is known that there around 16,000 children in the borough aged 0-4 and, as part of the delivery of the Employment and Skills Plan, we will be supporting parents (particularly lone parents) to find flexible employment and training support to suit their circumstances. |
| **Neutral** | | |
| **Negative** | | |

**Evidence:**

There are approximately 16,000 children aged 0-4 resident in the borough and 1,860 one parent families in the borough. One parent families make up 80% of households that are affected by Universal Credit. These parents will need to work to ensure they do not fall into arrears, face eviction and possible homelessness, and so present themselves to the Council for support. Without appropriate and accessible childcare, employment will be impossible to secure for households that do not have access to other informal care arrangements (such as lone parents and those without extended families). Some parts of the borough (e.g. Harold Wood) have particularly high numbers of unemployed lone parents compared with the rest of the borough.

**Sources used:**

https://www.nomisweb.co.uk/reports/lmp/la/1946157270/report.aspx

The Havering Data Story – Rocket Science November 2016

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| **Socio-economic status:** Consider those who are from low income or financially excluded backgrounds | | |
|---|---|---|
| *Please tick (✓) the relevant box:* | | **Overall impact:** |
| **Positive** | V | The Employment and Skills Plan will specifically work with residents who are from low income or financially excluded backgrounds, who will be able to access support across a range of provision as outlined in the background to this EIA. The support will be consistent, comprehensive and support residents for as long as they wish to be supported to a) seek employment; b) gain further skills and progression whilst in work, and c) transition to further opportunities. |
| **Neutral** | | |
| **Negative** | | |

**Evidence:**

The average gross annual pay for residents is £ 32,274.
There are 11,953 unemployed claimants in receipt of Housing Benefit. There are also 3,955 employed claimants in receipt of Housing Benefit, which means these households or individuals are experiencing "in work poverty".

**Sources used:**

London Borough of Havering Housing Benefits team
GLA Intelligence – borough profiles

## Action Plan

| Protected characteristic | Identified negative impact | Action taken to mitigate impact* | Outcomes and monitoring** | Timescale | Lead officer |
|---|---|---|---|---|---|
| **People with disabilities or long term health conditions** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | <ul><li>Numbers of residents accessing services</li><li>Numbers supported into employment</li><li>Numbers gaining accredited skills</li><li>Numbers supported into non-accredited training</li><li>Numbers supported into work experience</li><li>Numbers supported onto Apprenticeships</li><li>Numbers supported into volunteering opportunities</li></ul> | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |
| **All age groups** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | <ul><li>Numbers of residents accessing services</li><li>Numbers supported into employment</li><li>Numbers gaining accredited skills</li><li>Numbers supported into non-accredited training</li><li>Numbers supported into work experience</li><li>Numbers supported onto Apprenticeships</li></ul> | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |

| Protected characteristic | Identified negative impact | Action taken to mitigate impact* | Outcomes and monitoring** | Timescale | Lead officer |
|---|---|---|---|---|---|
| | | | • Numbers supported into volunteering opportunities | | |
| **People experiencing the full range of disabilities; including physical mental, sensory and progressive conditions** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | • Numbers of residents accessing services<br>• Numbers supported into employment<br>• Numbers gaining accredited skills<br>• Numbers supported into non-accredited training<br>• Numbers supported into work experience<br>• Numbers supported onto Apprenticeships<br>• Numbers supported into volunteering opportunities | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |
| **Men and Women** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | • Numbers of residents accessing services<br>• Numbers supported into employment<br>• Numbers gaining accredited skills<br>• Numbers supported into non-accredited training<br>• Numbers supported into work experience<br>• Numbers supported onto | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |

| Protected characteristic | Identified negative impact | Action taken to mitigate impact* | Outcomes and monitoring** | Timescale | Lead officer |
|---|---|---|---|---|---|
| | | | Apprenticeships<br>• Numbers supported into volunteering opportunities | | |
| **Minority ethnic groups and nationalities** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | • Numbers of residents accessing services<br>• Numbers supported into employment<br>• Numbers gaining accredited skills<br>• Numbers supported into non-accredited training<br>• Numbers supported into work experience<br>• Numbers supported onto Apprenticeships<br>• Numbers supported into volunteering opportunities | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |
| **Those who are pregnant and those who are undertaking maternity or paternity leave** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of | • Numbers of residents accessing services<br>• Numbers supported into employment<br>• Numbers gaining accredited skills<br>• Numbers supported into non-accredited training<br>• Numbers supported into work experience | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |

| Protected characteristic | Identified negative impact | Action taken to mitigate impact* | Outcomes and monitoring** | Timescale | Lead officer |
|---|---|---|---|---|---|
| | | residents | • Numbers supported onto Apprenticeships<br>• Numbers supported into volunteering opportunities | | |
| **Those who are from low income or financially excluded backgrounds** | No | Referral Management System will monitor the take up, quality and type of provision and success in meeting the needs of this group of residents | • Numbers of residents accessing services<br>• Numbers supported into employment<br>• Numbers gaining accredited skills<br>• Numbers supported into non-accredited training<br>• Numbers supported into work experience<br>• Numbers supported onto Apprenticeships<br>• Numbers supported into volunteering opportunities | April 2018- March 2021 | Deborah Moonasar (Skills and Business Engagement Manager) |

## Review

- This Equalities Impact Assessment will be reviewed annually. The next review will be carried out by 30th April 2019.
- The review will reflect quantitative data accessed from the Referral Management System in relation to the outcomes achieved by the groups identified within this Equalities Impact Assessment.  The Referral Management System will collect and collate data on residents generically and will be able to provide comparative reports on the benefits delivered to residents with "Protected Characteristics". Data will be anonymised and handled in accordance with the General Data Protection Regulations (GPDR) to be implemented from May 2018.

- The review will also capture feedback from residents who have accessed employment and skills provision. This data will be compiled throughout the year and capture information on the quality, suitability and appropriateness of provision to meet their needs.