

# **Supporting Good Decisions**

Promoting Equality & Human Rights, Reducing Inequality and Protecting the Environment

## **Integrated Impact Assessment Form**

# Integrated Impact Assessment Form

## Promoting Equality, Human Rights and Sustainability

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|---|--------------------------|
| <b>Title of Policy/<br/>Proposal</b>    | Young Person's Guarantee |
| <b>Timescale for<br/>Implementation</b> | April 2021 – March 2022  |
| <b>IIA Completion Date</b>              | 15 October 2021          |
| <b>Completed by</b>                     | Jacqueline Henderson     |
| <b>Lead officer</b>                     | Neil Craik-Collins       |

### Section 1: Screening

#### 1.1 Briefly describe the policy/proposal/activity you are assessing.

Set out a clear understanding of the purpose of the policy/ proposal/ activity being developed or reviewed (e.g. objectives, aims) including the context within which it will operate.

Young people play a vital role in delivering the Scottish Government's ambition to create a more successful country, and they aim to achieve this by supporting young people to achieve their potential and reduce inequality. The Young Person's Guarantee (YPG) will look to provide a synergy between young people, employers and employability providers with the skills needed for Scotland's future, including an inclusive economy. The guiding principles of fair work are central to the YPG and economic recovery.

The ambition of the YPG is that all young people must be treated fairly and supported to achieve their potential. The key aim is that every young person aged between 16 and 24 in Scotland will be guaranteed the the opportunity, based on their own personal circumstances and ambitions, of a job, apprenticeship, further or higher education, training programme or volunteering.

The Scottish government wants to work in partnership with local authorities and other employability partners to achieve the ambition of YPG. As a result grant funding has been allocated to ELC to deliver YPG and a programme of support has been developed. The plan is to use key workers to identify and support target groups to progress along the Strategic Skills Pipeline (SSP) and into positive destinations. Our target groups (based on evidence that these are the most disadvantaged and require the greatest support) are:

- Young People with disabilities, especially those transitioning from school to ensure they have equity of opportunity.
- Young people at pre Stage 1 of SSP, particularly with mental health barriers who are not engaging with school, in a negative destination and/or not ready to progress into NOLB provision.
- Winter Leavers without a positive destination.
- Low skilled or with complex barriers who may require additional support to progress into an MA or employment
- Young people in a negative destination. Covid has had a disproportionate impact on East Lothian's SLDR and therefore flexibility is required in the YPG to support increased positive destinations for the year 2021/22.
- Young people requiring support to progress into employment, training or further education.
- Care Experienced/Looked After Young People

We are developing a clearly defined pathway for young people from pre Stage 1 support (PSD) through to an MA.

- Pre Stage 1 - Personal Social Development
- Stage 1 & 2 - Steps to Employment (NOLB)
- Stage 2 - Next Steps Work Experience (NOLB)
- Stage 2 & 3 - Pre Apprenticeship Support (YPG)
- Stage 3 - Paid Work Experience (YPG)
- Stage 3 & 4 - MAs/Traineeships/ERIs/Kickstart Alternative etc (YPG)
- Stage 5 - In work Support/Aftercare

Other positive destinations are of course available, including college and volunteering. Our key workers identify individual pathways for their clients recognising that the direction of travel is different for each individual and young people enter and leave at different stages.

The majority of YPG funding is being used to expand and enhance East Lothian Council's (ELC) Employer Recruitment Incentives (ERIs). We have designed a flexible ERI for external employers which should fit their needs along with the needs of young people, particularly those with additional barriers. For example, we will support an employer to take on a young person with additional barriers/disability for less hours if that is the maximum that the young person can work. We do not expect all young people to be ready for full time work as soon as they enter the labour market and we anticipate that by having this flexible approach, sustainability and progression will be higher.

In addition, ELC is launching a new 'Workforce for the Future' strategy this autumn which will create opportunities and pathways for our residents, particularly young people to enter and progress in the labour market through fair and sustainable training and work. This will initially include the promotion of MAs through ELC departments and employers throughout East Lothian.

Subsidies will be offered at 80% for new and additional MAs and 50% for MAs that have been offered previously. This is to encourage the uptake and expansion of new frameworks and positions. For example we are supporting the Building Standards MA which is new to East Lothian Council and has been identified by Scottish Government as a national shortage in younger staff coming into this area of work. We are supporting other council departments to identify appropriate frameworks and additional placements.

We will support those with protected characteristics to access the full range of wage subsidies, including MAs, in-work training grants and paid work experience. The offer is flexible and tailored to meet the needs of the individual young person (e.g. number of hours, support required to sustain the placement, cost of travelling to the place of work/training, and adjustments in the workplace). Individualised support includes access to counselling and procured provision to build confidence and skills.

We are developing our Disability in Schools pilot project which aims to provide additional support and equity of opportunity for young people with a disability, preparing to leave school. This is in response to a commissioned report by the Regional DYW, produced by Enable, which highlighted the need to improve opportunities and outcomes for this group of young people. Our specialist key worker will identify and deliver opportunities, along with our DYW School Coordinators, to raise the aspirations and attainment of young people with disabilities.

## **1.2 What will change as a result of this policy?**

The YPG aligns with East Lothian Council's Employability Recovery Plan, Education Service Progress and Improvement Plan and No One Left Behind Provision. It has been deliberately designed to enhance existing provision (especially Stage 1 & 2 NOLB), ERIs and Paid Work Experience, as well as meet identified gaps (e.g. pre Stage 1 support, enhanced disability Key Worker support). East Lothian Council is working towards becoming an accredited Living Wage employer. The council has updated its Poverty Action Plan which incorporates YPG. East Lothian Works, on behalf of East Lothian Council has developed its 'Workforce for the Future Strategy' - soon to be launched, which sets out pathways for young people and adults to develop their career through training and a variety of employability programmes. YPG will be central to this through the funding of new and additional MAs and traineeships for young people, both internal to the local authority and to employers across East Lothian.

### 1.3 Deciding if a full Impact Assessment is needed.

Please answer the following questions:

|  | Yes | No |
|--|-----|----|
| 1. The policy/ proposal has consequences for or affects people e.g. how they can access a service? | X   |    |
| 2. The policy/proposal has potential to make a significant impact on equality?                     | X   |    |
| 3. The policy/proposal is likely to have a significant environmental impact?                       |     | X  |
| 4. The policy/ proposal has implications for the storage/ collection of personal data?             |     | X  |

- If you have answered yes to questions 1 and 2 above, please proceed to complete the Integrated Impact Assessment. If you have answered No then an IIA does not need to be completed. Please keep a copy of the screening paperwork.
  - If you have identified that your project will have a significant environmental impact, please proceed to complete the Integrated Impact Assessment. You will also need to consider whether you need to complete a Strategic Environmental Assessment. Please contact
  - If you have answered yes to question 4, please seek further advice from the Data Protection Officer.
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## Section 2: Integrated Impact Assessment

### 2.1 Have those who are affected by the policy had the opportunity to comment on new proposals?

In partnership with CLD (who sit on our Local Employability Partnership LEP) we have set up a short work life working group to gain feedback from young people for our current activities and proposals for YPG. Through the LEP we are planning a wider consultation with key employability stakeholders, particularly those from the Third Sector, before the end of 2021. After gathering information through this consultation we are planning a roundtable for local employability providers and other key stakeholders (either online or in person) early in 2022. This will be fed back through our LEP and will inform proposals for improvement of provision into 2022/23.

We are gathering feedback from client reviews and evaluation forms and will continue to utilise these methods. In addition to this we will engage with employers offering placements to provide reviews and feedback on their experience of the YPG offer.

We will continue to gather case studies from young people and employers through the lifetime of YPG which, with their permission, can be fed back to Scottish Government and publicised through East Lothian Council's social media. This follows on from our recently refreshed employability webpages on the East Lothian Council's main website where we highlighted case studies for clients and employers.

### 2.2 What information/data have you used to inform the development of the policy to date?

NOMIS:

[Labour Market Profile - Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)

Regional Skills Assessment:

[Regional Skills Assessments | Skills Development Scotland](#)

Edinburgh & south East Scotland City Deal:

[Integrated Regional Employability and Skills Programme — The Edinburgh and South East Scotland City Region Deal \(esescityregiondeal.org.uk\)](https://esescityregiondeal.org.uk)

Scottish Index of Multiple Deprivation:

[Scottish Index of Multiple Deprivation 2020 - gov.scot \(www.gov.scot\)](https://www.gov.scot)

**2.3 What does the evidence/ research suggest about the policy’s actual or likely impact on equality groups and those vulnerable/ or experiencing socio-economic disadvantage?**

| Evidence  | Comment   |
|---|---|
| Which groups are in in particular need of this service?   | Young people ages 16 to 24 years old:   |
| What level of service uptake/ access is there from protected and vulnerable groups?                   | <ul style="list-style-type: none"> <li>• Young People with disabilities, especially those transitioning from school to ensure they have equity of opportunity.</li> </ul>   |
| Can you identify positive outcomes for service users  | <ul style="list-style-type: none"> <li>• Young people at pre Stage 1 of SSP, particularly with mental health barriers who are not engaging with school, in a negative destination and/or not ready to progress into NOLB provision.</li> </ul>  |
| What is the service user experience of those from protected or vulnerable groups?                     | <ul style="list-style-type: none"> <li>• Winter Leavers without a positive destination.</li> </ul>  |
| What opportunity have those from protected groups had to co-produce or comment on the service/ plans? | <ul style="list-style-type: none"> <li>• Low skilled or with complex barriers who may require additional support to progress into an MA or employment</li> <li>• Young people in a negative destination. Covid has had a disproportionate impact on East Lothian’s SLDR and therefore flexibility is required in the YPG to support increased positive destinations for the year 2021/22.</li> <li>• Young people requiring support to progress into employment, training or further education.</li> <li>• Care Experienced/Looked After Young People</li> </ul> <p>All services within East Lothian Works monitor service uptake and access. A management information system is used to monitor service usage. Service data is collated on a quarterly and annual basis.</p> <p>The new YPG programme will be promoted widely. Upon registration of a new participant a registration form will be completed which will identify and evidence participant barriers to employment. As a result we will be able to evaluate at the end of the project the level of uptake from protected and vulnerable groups.</p> <p>We will be able to identify positive outcomes for service users via participant and employer feedback including an</p> |

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|  | <p>exit form for participants.</p> <p>Service user experience will be gathered via feedback from client reviews and evaluation forms and we will continue to utilise these methods. In addition to this we will engage with employers offering placements to provide reviews and feedback on their experience of the YPG offer.</p> <p>In partnership with CLD (who sit on our Local Employability Partnership LEP) we have set up a short work life working group to gain feedback from young people for our current activities and proposals for YPG.</p> |
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**2.4 How does the policy meet the different needs of groups in the community?**

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| <p><b>Equality Groups</b></p> <ul style="list-style-type: none"> <li>• Older people, people in the middle years</li> <li>• Children and young people children</li> <li>• Women, men and transgender people (includes issues relating to pregnancy and maternity)</li> <li>• Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems)</li> <li>• Minority ethnic people (includes Gypsy/Travellers, migrant workers)</li> <li>• Refugees and asylum seekers</li> <li>• People with different religions or beliefs (includes people with no religion or belief)</li> <li>• Lesbian, gay, bisexual and heterosexual people</li> <li>• People who are unmarried, married or in a</li> </ul> | <p>The YPG is a commitment to bring together employers, partners and young people. It aims to connect every 16 to 24 year old in Scotland to an opportunity. This could be a job, apprenticeship, further or higher education, training programme or volunteering.</p> <p>It is for all young people who without additional support might not make a successful transition into or be able to secure work, further education or training.</p> <p>This will result in a positive impact on young people.</p> |



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| civil partnership  |   |
| <p><b>Those vulnerable to falling into poverty</b></p> <ul style="list-style-type: none"> <li>• Unemployed</li> <li>• People on benefits</li> <li>• Lone Parents</li> <li>• Care experienced children and young people</li> <li>• Carers (including young carers)</li> <li>• Homeless people</li> <li>• Those involved in the community justice system</li> <li>• People with low literacy/numeracy</li> <li>• Families with 3 or more children</li> <li>• Those with a child/ children under 1</li> </ul> | <p>YPG aims to tackle East Lothian’s youth unemployment by improving the journey for unemployed or inactive young people to employment, training or further education. It will support young people to ensure they are more capable of securing work and lifting themselves out of poverty or preventing falling into poverty. Vulnerable young people will be supported to secure and sustain different opportunities.</p> |
| <p><b>Geographical communities</b></p> <ul style="list-style-type: none"> <li>• Rural/ semi rural communities</li> <li>• Urban Communities</li> <li>• Coastal communities</li> <li>• Those living in the most deprived communities (bottom 20% SIMD areas)</li> </ul>  | <p>Please see above.</p>  |
| <p><b>Communication Needs:</b></p> <ul style="list-style-type: none"> <li>• Gaelic Language Speakers</li> <li>• BSL users</li> <li>• English as a Second Language</li> <li>• Other e.g. DeafBlind, Plain English, Large Print</li> </ul>   | <p>Please see above.</p>  |

**2.5 Are there any other factors which will affect the way this policy impacts on the community or staff groups?**

No.

**2.6 Is any part of this policy/ service to be carried out wholly or partly by contractors?**

If yes, how have you included equality and human rights considerations into the contract?

No – this policy will be administered by the local authority.

**2.7 Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?**

As per council procedures we can provide information in user-friendly versions in other formats on request and also provides signers and interpreters. Services arranged include:

- Interpretation in wide range of world languages
- Phone interpretation
- Translation
- BSL signing
- Lip-speaking
- Note-taking
- Braille

The service is provided by accredited interpreters and translators. We also provide all frontline staff with language charts, which help clients with no English to identify their own language, so that we can arrange interpretation support for them.

[https://www.eastlothian.gov.uk/directory\\_record/257129/interpretation\\_and\\_translation\\_service](https://www.eastlothian.gov.uk/directory_record/257129/interpretation_and_translation_service)

**2.8 Please consider how your policy will impact on each of the following?**

**Equality and Human rights**

- Promotes / advances equality of opportunity e.g. improves access to and quality of services
- Promotes good relations within and between people with protected characteristics and tackles harassment
- Promotes participation, is inclusive and gives people control over decisions which affect them
- Preserves dignity and self-respect of individuals (does not lead to degrading treatment or stigma)

- Builds support networks, resilience, community capacity

Comments:

Positive impact - YPG will have a positive impact on local young people and employers. Young people throughout EL will have improved employment opportunities. YPG is a commitment to bring together employers, partners and young people. It aims to connect every 16 to 24 year old in Scotland to an opportunity. This could be a job, apprenticeship, further or higher education, training programme or volunteering. This will improve participation and give people more control over decisions.

**Reduces Poverty**

- Maximises income and/or reduces income inequality
- Helps young people into positive destinations
- Aids those returning to and those progressing within the labour market
- Improves employability skills, including literacy and numeracy
- Reduces the costs of taking part in activities and opportunities
- Reduces the cost of living

Comments :

Positive impact – YPG will offer a variety of in-work grants which will improve local employer engagement, support businesses to take on young people and provide vital opportunities for young people. YPG aims to increase employability opportunities for young people to find, secure and sustain employment which in turn will maximise income and reduce inequality.

**Protecting the Environment and Improving Sustainability:**

- Reduces the need to travel or increases access to sustainable forms of transport
- Minimises waste / encourages resource efficiency / contributes to the circular economy
- Ensures goods / services are from ethical, responsible and sustainable sources
- Improves energy efficiency / uses low carbon energy sources
- Protects and/or enhances natural environments / habitats / biodiversity
- Promotes the transition to a low carbon economy
- Prepares and/or adapts communities for climate change impacts

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| Comments:<br><br>There is no anticipated impact. |

**Section 3.Action Plan**

What, if any changes will be made to the proposal/ policy as a result of the assessment?

| Changes to be made | Expected outcome of the change | Resources Required | Timeline | Responsible person |
|--------------------|--------------------------------|--------------------|----------|--------------------|
| NA                 | NA                             | NA                 | NA       | NA                 |

**Sign off by Head of Service**



Name

Date 29/11/2021

