

INITIAL SCREENING – STAGE 1

As a public authority we need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Full EINA/EQUALITY ANALYSIS is required.

Name of policy, strategy or function: B-Inspired! – a Birmingham City Council Work Experience Programme for School Students and Interns.	Ref:
-------------------------------------------------------------------------------------------------------------------------------------------------	-------------

Responsible Officer: Sharon Frederick Directorate: Corporate Resources	Role: Chairperson of EINA/EQUALITY ANALYSIS Task Group Assessment Date: 19.12.12
-----------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

Is this a:	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Function <input checked="" type="checkbox"/>	Service <input type="checkbox"/>
Is this:	New or Proposed <input checked="" type="checkbox"/>	Already exists and is being reviewed <input type="checkbox"/>	Is Changing <input type="checkbox"/>	

1. What are the main aims, objectives of the policy, strategy, function or service and the intended outcomes and who is likely to benefit from it

To establish a Corporate Work Experience and Internship Programme for School and University students as directed by the Council Leadership.

Relationships have been developed with Birmingham Schools and Universities and the programme offer has been developed with their input to ensure that it meets the needs of participants and to ensure that it will provide a comprehensive work experience programme that has a consistent approach.

The programme which is to be branded as 'B-Inspired!' meets criteria within Birmingham City Council's Corporate Social Responsibility (CSR) initiative and is to be launched under the umbrella of Fresh Start.

B-Inspired! will initially be open to School and University students from designated wards with high unemployment and in addition will seek to engage with children in care.

To support school and university students a mentoring provision is being developed. The provision will support students throughout their placement and/or internship and there will be the option for students to extend the mentoring relationship beyond their placement. The mentors will be internal and external individuals all of whom will be appropriately screened prior to contact to ensure their suitability.

The aim of the offer is to provide opportunities to students in Birmingham priority wards to support future employability in the region. As the programme develops, wider participation will be encouraged.

2. Explain how the main aims of the policy, strategy, function or service will support the Equality Duties?

- 1. Eliminate discrimination, harassment and victimisation?
- 2. Advance equality of opportunity?
- 3. Foster good relations?
- 4. Promote positive attitudes towards disabled people?
- 5. Encourage participation of disabled people?
- 6. Consider more favourable treatment of disabled people?

The B-Inspired! Programme is designed to promote equal opportunity within disadvantaged communities including those with disabilities and will support the Council in meeting its duties under the Equality Act 2010. As such, it will ensure alignment with the Council's Equality Policy and practices.

Additionally, all elements of the programme will proactively seek to eliminate discrimination, harassment and victimisation.

3. Does your policy, strategy, function or service affect:

- | | | |
|-----------------|-----------------------------------------|-----------------------------|
| Service users | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Employees | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Wider community | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

Please provide an explanation for your 'Yes' or 'No' answer

The B-Inspired! Programme will be implemented by HR in partnership with Directorates. HR will establish the framework for the programme and develop the agreed systems and processes.

Once established Directorates will be managing the offer going forward in partnership with the designated Schools and Universities and In-Source will support the processes for delivery.

The customer base will be school students in Years 10, 11 and 12 and undergraduates in Year 3 from the identified schools and universities in Birmingham who will benefit from well structured and highly practical learning and experience which will enhance their employability.

4. Are there any aspects of the policy, strategy, function or service, including how it is delivered, or accessed, that could contribute to inequality? (including direct or indirect discrimination to service users or employees)

Yes No

Please provide an explanation for your 'Yes' or 'No' answer

The B-Inspired! Programme is to be established in a way that is aligned to BCC policies and procedures and which will support any obligations under equalities legislation.

The methodology applied to identify work experience participants could lead to perceived discrimination if it is not constructed in a way that can objectively identify the appropriate beneficiaries. As this methodology is developed it will be assessed to ensure it is free of bias or discrimination.

Further analysis of individual policies and procedures within the Programme will be subject to their own EINA or equality assessment.

5. Will the policy, strategy, function or service, have an adverse (negative) impact upon the lives of people, including employees and service users?

Yes

No

Please provide an explanation for your 'Yes' or 'No' answer

B-Inspired! provides an opportunity for School and University students within disadvantaged communities to enhance their skills and experience within a more commercial environment.

The programme provides an opportunity to potentially enhance the future employability of the citizens of Birmingham and raise the profile of the Local Authority as a major employer and provider of core services in the city.

6. Is an Equality Impact Needs Assessment/Equality Analysis required?

If your answer to question 2 has identified potential adverse impact and you have answered 'yes' to any of the following questions 3, 4, or 5, then you should carry out a Full EINA/EQUALITY ANALYSIS.

Does the Policy, Strategy, Function or Service require a Full EINA/EQUALITY ANALYSIS? **Yes**
 No

If a Full EINA/EQUALITY ANALYSIS is required, before proceeding you should discuss the scope of the assessment with service managers in your service area as well as the Directorate EINA/EQUALITY ANALYSIS Contact Officer.

If a Full EINA/EQUALITY ANALYSIS is Not required, please sign the declaration below and forward a copy of the Initial Screening to your Directorate EINA/EQUALITY ANALYSIS Contact Officer

DECLARATION

A Full EINA/EQUALITY ANALYSIS is not required, the Initial Screening has demonstrated that the Policy, Strategy, Function or Service is robust; there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.

Chairperson: Melanie Wood

Summary statement:

Sign-off Date:

Once the Work Experience Programme - B-Inspired! is established and operational policies and practices are drafted it will be necessary to undertake an initial screening EINA for each of these.

B-Inspired! when established, will adopt an Equality Policy and its practices will be aligned with those of Birmingham City Council.

Quality check: The screening document has been checked using the agreed audit arrangements in the Directorate:

Name: Satpal Hira
Equality and Community Engagement Team
Leader

Directorate: Corporate Resources

Contact number: 0121 464 5936

Date undertaken:

19.12.12

Screening review
statement:

EINA/EQUALITY ANALYSIS Task Group Members

<input type="checkbox"/>	<u>Name</u>	<u>Role on Task Group</u> (e.g. service user, manager or service specialist)	<u>Contact Number</u>
1.	Melanie Wood	Chair Person	0121 675 7128
2.	Zoe Bignell	Project Lead	0121 675 6367
3.	Sharon Frederick	HR Advisor	0121 303 6890