

PEOPLE IMPACT ASSESSMENT

People impact assessment helps you assess the contribution your proposal - strategy, policy, programme etc. - will make to addressing inequalities and socio-economic disadvantage. Identifying positive impact strengthens the case for approval of your proposal. Identifying potential adverse impact enables you to eliminate or mitigate negative effects in its delivery.

Most importantly this strengthens HIE's ability to influence and deliver inclusive growth, particularly those elements which relate to people and place.

It guides you through 3 stages:

- Screening: screens out proposals which do not need assessment
- Assessment: identifies how your proposal is likely to address inequality and socio-economic disadvantage
- Action Plan: identifies action you will take as a result of the assessment

PROPOSAL BEING ASSESSED

Title of the proposal being assessed:

Type of activity: at HIE's own hand third party intervention partnership activity
please tick as appropriate

Is your proposal: new existing and being revised
please tick as appropriate

Group or Area Team delivering the proposal:

SCREENING

QUESTION A1

Please tick any of the following which apply to your proposal:

a) it contributes to achieving one or more of HIE's equality outcomes 2021-25:

- increasing the diversity of leadership and workforce participation in the Highlands and Islands
- Positive community relations help sustain empowered, capable, and inclusive communities
- growing the working age population in every part of the Highlands and Islands

b) it contributes to the following in relation to any of the protected characteristics (age, disability, gender, gender-reassignment, marriage or civil partnership, maternity or pregnancy, race, religion or belief, sexual orientation)

- eliminating unlawful discrimination, victimisation or harassment
- advancing equality of opportunity:
 - by removing or minimising disadvantage for a group(s) of people
 - by meeting the needs of particular groups which differ from the needs of others
 - by encouraging participation in public life for a group(s) of people
 - by taking account of disabled people's impairments
- fostering good relations:
 - by tackling prejudice
 - by promoting understanding between groups of people

c) it addresses known areas of inequality such as the gender pay gap, youth out-migration, occupational segregation, in-work poverty, income inequality, inequalities in educational attainment

- d) it considers proposals of a strategic nature. Consider the impact of socio-economic disadvantage:
- in communities within particular disadvantaged places
 - within particular disadvantaged communities of interest such as disabled people, young people leaving care etc.
 - specifically for people in rural, remote and islands areas

a) If you have **ticked** any of the options a) to d) above proceed now to the Assessment on page 4.

d) If you have **not ticked** any of the options a) to d) this indicates that your proposal is not relevant to equality and not likely to address socio-economic disadvantage. You should sign off the screening below.

SIGNING OFF THE SCREENING

You must include in relevant approval papers:

- a) a statement to confirm that the proposal has been screened for impact in relation to equality and socio-economic disadvantage and that full assessment is not required
- b) a statement to confirm that proposals which include procurement activity where the Procurement Regulations apply (current thresholds are in excess of c.£180k for supplies/services and £4m for works) **must** have considered whether to include award criteria and/or performance conditions related to equality. HIE also considers this as good practice for lower valued contracts.

Assessment of your proposal ends at this stage.

Name of person who carried out the screening:

Job Title:

Date of decision:

This document must be retained with your strategy, policy or programme papers. Screening documentation is subject to the provisions of the Data Protection Act 2018 and Freedom of Information (Scotland) Act 2002.

ASSESSMENT TO ADDRESS INEQUALITY AND SOCIO-ECONOMIC DISADVANTAGE

Requirement to publish impact assessments

Impact assessments must be published, demonstrating that HIE has paid due regard to equality in the development and delivery of our functions. Assessments are subject to the provisions of the Data Protection Act 2018 and Freedom of Information (Scotland) Act 2002.

QUESTION B1

What is the purpose of the proposal; how will it achieve this; who will benefit from it?

The Graduate Placement Programme 2024-27 will be a 3-year rolling programme and aims to create approximately 60 graduate placements, specifically targeting HIE's Inclusive Growth areas.

The main objectives of the programme are:

- to support business and community development by creating meaningful, well paid graduate opportunities that align with HIE's ambition to build

QUESTION B2

What evidence do you have of the likely impact your proposal on different groups of people (younger or older people, men or women, disabled people etc.) or communities within particular disadvantaged places, including rural, remote or islands areas?

What does the evidence tell you

The programme provides recent graduates with much needed work experience in the H& I area, and also increases their employment prospects post placement. Over 60% of graduates are retained within their organisation post-placement. The graduates have a positive impact by passing on/enhancing skills, increasing confidence and retention of staff.

The programme provides businesses and community organisations, often in less connected areas, with an opportunity to employ a graduate and introduce fresh thinking into their organisation, who may not have been able to afford to without the financial support.

There has been a big reduction in the working age population in the H & I region, specifically in the Inclusive Growth focus areas, and a new graduate programme will help address this in the areas where it is needed most.

There is evidence to suggest that more local tailoring of interventions is necessary to ensure more

Source of evidence

Direct feedback from participants in previous programmes and from a recent evaluation on previous programmes carried out by Ekosgen in January 2024.

Direct feedback from graduate participants in previous programmes and from a recent evaluation on previous programmes carried out by Ekosgen.

Significant statistical and research based evidence undertaken by HIE.

Young People and the Highlands and Islands:

QUESTION B3

If there are evidence gaps which prevent you from understanding the likely impact on groups of people or communities affected, how will you fill the gaps?

No particular evidence gaps identified, there is significant statistical and research information that has been undertaken by HIE to deliver the programme, along with evidence from the evaluation on the previous graduate programmes.

QUESTION B4

Note below any positive or adverse impact which may occur as a result of the planned delivery of your proposal. Leave blank any groups you consider will not be disproportionately affected.

Nature of anticipated impact for groups of people likely to be affected *(please tick as appropriate)*

Age – younger or older people, people of a particular age

Positive impact identified

There is no age limit on graduates/students, as long as they have graduated within the last 4 years. While the eligibility criteria ensures that graduates of all ages are able to apply, the graduate population is more likely to be in the age ranges 21-25 years so is likely to be of particular relevance to younger people.

Adverse impact identified

Disability - people who have a disability (physical or mental health condition, long term illness)

Positive impact identified

Adverse impact identified

Gender - men or women

Positive impact identified

On reviewing the previous graduate programmes, the gender split for graduates undertaking the placements has been more or less equal. This reflects the wide variety of placements in different sectors. Equalities monitoring for the new programme will help to highlight if there are any areas where a particular gender may

Adverse impact identified

Gender-reassignment - people who have undergone or plan to undergo gender re-assignment

Positive impact identified

Adverse impact identified

Marriage or civil partnership - people who are married or in a civil partnership

Positive impact identified

Adverse impact identified

Pregnancy and maternity - women who are pregnant or linked to maternity

Positive impact identified

Adverse impact identified

Race - people of diverse race, nationality or ethnicity

Positive impact identified

Adverse impact identified

Religion or belief - people of diverse faiths or beliefs

Positive impact identified

Adverse impact identified

Sexual orientation – lesbian, gay, bisexual or transgender people

Positive impact identified

Adverse impact identified

QUESTION B5

General equality duty

In what way will your proposal contribute to:

- eliminating unlawful discrimination, victimisation or harassment
- advancing equality of opportunity (by removing/minimising disadvantage, meeting the needs of particular groups, encouraging participation in public life, taking account of disabled people's impairments)
- fostering good relations (by tackling prejudice or promoting understanding)

This programme will target Inclusive Growth focus areas, where opportunities are more limited owing to more rural geographical location. This programme is a strategic response to a structural issue, aiming to increase equality of opportunity for both graduates and employers, by increasing skills and supporting growth plans.

The programme embeds one of the cross-cutting themes in HIE's Operating Strategy 2023-28, of Fair and Inclusive Growth:

- Supporting interventions which create higher paying, fair employment and increase average wages in the region
- Supporting interventions to attract and retain young people in the region

A client guidance leaflet will be given to employers early in the engagement process and will include a link to the ACAS website with information on using protected characteristics when recruiting.

It advises that in some circumstances protected characteristics can be used to help a disadvantaged or an underrepresented group, helping organisations to be more diverse and representative, as well as widening the talent pool.

QUESTION B6

Economic, social and cultural (human) rights

HIE is well placed to create the conditions in which economic, social and cultural rights can be realised, such as working towards:

- an adequate standard of living e.g. Minimum Income Standard, addressing poverty
- access to well-paid employment for all e.g. job creation, income levels
- just and favourable work conditions e.g. encouraging inclusive workforce practices
- social participation and community confidence e.g. inclusive capacity building and representation

In what way will your proposal help people realise their economic, social or cultural rights?

Identify any areas where there is risk of preventing individuals from realising their human rights. Provide justification where this is considered a proportionate response to achieving the overall aim of the proposal.

The programme will help address inequality of opportunities across the HIE region - by focusing primarily on Inclusive Growth areas where well paid opportunities for young people are fewer and creating placements that adhere to the Fair Work Criteria.

It will help with talent attraction and retention in these areas by encouraging organisations to recruit a graduate, helping to grow and develop communities where graduates can participate socially and integrate into them.

QUESTION B7

Socio-economic impact

Public authorities, including HIE, are expected to consider how to address socio-economic disadvantage, when taking decisions of a strategic nature, such as economic development strategy, setting budgets for key investment choices, city / region deals etc. Consider how this might impact on:

- communities within particular disadvantaged places
- particular disadvantaged communities of interest (e.g. young people leaving care; disabled people; people from minority ethnic communities)
- people in rural, remote and islands areas

Disadvantaged places

In what way does your proposal address socio-economic disadvantage in communities within particular disadvantaged places?

This programme will focus on HIE's Inclusive Growth areas which encompasses the more disadvantaged parts of the region, and will offer them a higher % intervention rate than non-inclusive growth area, as an incentive for a graduate placement. The programme is aiming for 50% of placements to be within IG areas.

Disadvantaged communities of interest

In what way does your proposal address socio-economic disadvantage within communities of interest not already outlined in question 5 above?

Rural, remote and islands areas

In what way does your proposal address the specific nature of socio-economic disadvantage experienced by people in rural, remote and islands areas?

As above, by specifically targeting Inclusive Growth areas

Social inclusion - “to ensure that economic growth and tackling exclusion go hand in hand to help people overcome multiple barriers to employment and realise their full potential”

Demonstrate how the proposal will reconcile a commitment to social inclusion with a focus on improving the competitiveness and economic performance of the locality. Outline how it will reduce inequalities between the least advantaged communities and the rest of society. Outline how the proposal will overcome any potential barriers to access to participation and how policies in place will make a positive difference.

By prioritising Inclusive Growth areas it will assist areas where economic growth is lagging behind the rest of the region, and where there are more limited opportunities for young people. This will also even out the more populated and less populated areas.

To assist with this, intervention rates will be adjusted accordingly, on assessment of impact - 40% to 60% of graduate's salary.

All employers will adopt the Fair Work First Criteria, the key points of which are:
 Payment of the real living wage
 No inappropriate use of zero-hour contracts

PEOPLE IMPACT ASSESSMENT: ACTION PLAN TO ADDRESS INEQUALITY AND SOCIO-ECONOMIC DISADVANTAGE

Title of the proposal assessed:

Financial and resource allocation decisions must take into account potential equality impact and, for strategic decisions, socio-economic impact. Proposals which include procurement activity where the Procurement Regulations apply (current thresholds are in excess of c.£180k for supplies/services and £4m for works) must have considered whether to include award criteria and/or performance conditions related to equality. HIE also considers this as good practice for lower valued contracts.

The following summarises actions to be taken as a result of People Impact Assessment and should be submitted with relevant approval papers.

Summary of impact identified and action to be taken to ensure inequalities and socio-economic disadvantage are addressed

Potential impact to be addressed	Action to be taken	By whom	When
Participation across all of HIE's geographical areas, but particularly Inclusive Growth areas.	Monitor for uptake in Inclusive Growth areas, and strengthen targeting in these areas through area teams if required.	Lesley Wigglesworth	Review quarterly.
Equalities monitoring	Evaluation of equalities to be undertaken half way through the programme to assess if there are any particular focus areas for the rest of the		18 months into the programme
Equalities Data Collection	Equalities monitoring form to be issued to graduates at the start of their placements	Lesley Wigglesworth	Ongoing

Arrangements to monitor and review impact over time

Monitoring and review arrangements		By whom	When
Quarterly progress reports to be submitted with each quarterly claim.	Reports to be reviewed for satisfactory progress and approved.	Lesley Wigglesworth	ongoing throughout programme

PROCUREMENT

Proposal involves procurement activity at OJEU level Yes No

Award criteria to be included in tender

How criteria will be evaluated

Contract performance criteria

How delivery of performance criteria will be monitored

The full signed assessment is held with proposal papers and published on the HIF website.

Date of signing off completed assessment: 19/08/2024