

**SECTION 1: CIA SUMMARY**
**Community Impact Assessment: Summary**
**1. Name of service, policy, function or criteria being assessed:**

**CYC Apprenticeships and Future Workforce Strategy**

**2. What are the main objectives or aims of the service/policy/function/criteria?**

- **To increase representation of younger people in the CYC workforce.**
- **To increase Year 1 apprentice pay, and introduce an annual review of apprentice pay in line with CYC pay processes.**
- **To provide good quality apprenticeships, serving as a role model for other employers in the city.**
- **To increase provision of work placements in order to fill an identified need for individuals not yet at a stage to take on an apprenticeship.**
- **To increase collaboration between HR and Children's Services, ensuring that CYC upholds its responsibility as Corporate Parent through access to work placements and support to undertake apprenticeships.**

**3. Name and Job Title of person completing assessment:**

**Emily Taylor, Talent & Resourcing Advisor**

**4. Have any impacts been Identified? (Yes/No)**

Yes

**Community of Identity affected:**

Age  
Race  
Disability  
Lower income

**Summary of impact:**

Year 1 apprentice pay increase will impact current apprentices and apprentices joining CYC, and will be back paid effective from 1<sup>st</sup> Oct 2015.

Alignment and allocation of apprenticeships to the council's future skills requirements should increase uptake and provide longer-term prospects for apprentices.

Introduction of supported work placements will increase opportunities for communities of

		interest to access work and training.
<b>5. Date CIA completed: 7 October 2015</b>		
<b>6. Signed off by: Emily Taylor</b>		
<b>7. I am satisfied that this service/policy/function has been successfully impact assessed.</b> Name: Position: Date:		
<b>8. Decision-making body:</b> City of York council Executive	<b>Date:</b> 29 October	<b>Decision Details:</b>
Send the completed signed off document to <a href="mailto:ciasubmission@york.gov.uk">ciasubmission@york.gov.uk</a> It will be published on the intranet, as well as on the council website. Actions arising from the Assessments will be logged on Verto and progress updates will be required		

## Community Impact Assessment (CIA)


### Community Impact Assessment Title:

What evidence is available to suggest that the proposed service, policy, function or criteria could have a negative (N), positive (P) or no (None) effect on quality of life outcomes? (Refer to guidance for further details)

Can negative impacts be justified? For example: improving community cohesion; complying with other legislation or enforcement duties; taking positive action to address imbalances or under-representation; needing to target a particular community or group e.g. older people. **NB. Lack of financial resources alone is NOT justification!**

### Community of Identity: Age

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>The recommendations in this report build upon and strengthen current policy, for which the following CIA was undertaken. Recommendations have been made following consultation with HRMT, directorate leadership teams, CCNC, Show Me That I Matter panel, colleagues in support services and including feedback from current and previous apprentices, attendance at recruitment fairs. Recommendations also include those based on a Veritau audit of apprenticeship provision within CYC.</p>	<p>Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life</p>	P	P

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Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
<p>Increased representation of younger people in workforce.</p> <p>Higher rate of pay for apprentices has a greater impact on younger members of the CYC workforce, and introduces a mechanism to review apprentice pay in line with other groups.</p>	Y	<p>CYC workforce age profile is not representative of city residents.</p> <p>Increased provision of apprenticeships allows for longer-term succession planning.</p> <p>No age restrictions are placed on applicants.</p>	Emily Taylor	7/10/15

### Community of Identity: Carers of Older or Disabled People

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
As above	Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	P	P

<b>Details of Impact</b>	<b><i>Can negative impacts be justified?</i></b>	<b>Reason/Action</b>	<b>Lead Officer</b>	<b>Completion Date</b>
Access to supported work placements will reduce burden of care on carers of disabled people who are successful in gaining placements.	<b>n/a</b>		<b>Emily Taylor</b>	<b>7/10/15</b>

**Community of Identity: Disability**

<b>Evidence</b>	<b>Quality of Life Indicators</b>	<b>Customer Impact (N/P/None)</b>	<b>Staff Impact (N/P/None)</b>
As above	Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	<b>P</b>	<b>P</b>

<b>Details of Impact</b>	<b><i>Can negative impacts be justified?</i></b>	<b>Reason/Action</b>	<b>Lead Officer</b>	<b>Completion Date</b>
Access to supported work placements will allow disabled residents to gain skills, experience of work, references and will build confidence and self-reliance.	<b>n/a</b>		<b>Emily Taylor</b>	<b>7/10/15</b>

The increased apprentice year 1 pay rate will have a positive impact upon living standards for that group.				
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### Community of Identity: Gender

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Selection will be based on best practice to ensure equality of access to opportunities.		Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	None	None
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
None	n/a		Emily Taylor	7/10/15

### Community of Identity: Gender Reassignment

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Selection will be based on best practice to ensure equality of access to opportunities.		Access to services and employment Education	None	None

		Standard of living Productive and valued activities Individual, family and social life		
<b>Details of Impact</b>	<i>Can negative impacts be justified?</i>	<b>Reason/Action</b>	<b>Lead Officer</b>	<b>Completion Date</b>

**Community of Identity: Marriage & Civil Partnership**

<b>Evidence</b>		<b>Quality of Life Indicators</b>	<b>Customer Impact (N/P/None)</b>	<b>Staff Impact (N/P/None)</b>
Selection will be based on best practice to ensure equality of access to opportunities.		Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	<b>None</b>	<b>None</b>
<b>Details of Impact</b>	<i>Can negative impacts be justified?</i>	<b>Reason/Action</b>	<b>Lead Officer</b>	<b>Completion Date</b>

**Community of Identity: Pregnancy / Maternity**

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Selection will be based on best practice to ensure equality of access to opportunities.		Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	<b>None</b>	<b>None</b>
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date

**Community of Identity: Race**

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Selection will be based on best practice to ensure equality of access to opportunities. We will however, target attraction to increase representation of BME and under-represented community groups.		Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	<b>P</b>	<b>P</b>



Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
None	n/a		Emily Taylor	7/10/15

**Community of Identity: Religion / Spirituality / Belief**

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)	
Selection will be based on best practice to ensure equality of access to opportunities. We will however, target attraction to increase representation of BME and under-represented community groups, where there is a higher diversity of religion or belief.	Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	P	P	
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
None	n/a		Emily Taylor	7/10/15

**Community of Identity: Sexual Orientation**

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
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Selection will be based on best practice to ensure equality of access to opportunities.		Access to services and employment Education Standard of living Productive and valued activities Individual, family and social life	None	None
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
None	n/a		Emily Taylor	7/10/15