

Coventry City Council

Equality Impact Assessment Report

1st April 2021 – 31st March 2022



<https://www.coventry.gov.uk/equality>

Contents Page:

Page 3	Introduction and Purpose of the report
Page 3	Coventry as a Marmot City
Page 4	Equality Impact Assessment Training
Page 5	Visual summary of EIA results
Page 6	Equality Impact Assessment analysis
Page 7	Summary of EIA's by Protected Characteristics as a %
Page 10	An example of EIAs April 2021 to March 2022 that resulted in a Positive Impact
Page 12	An example of an EIA that resulted in both a Positive and Negative Impact
Page 14	Appendix 1 – Equality Impact Assessments: April 21 – March 22

1.0 Introduction and purpose of report

The Equality Act 2010 includes the Public Sector Equality Duty, this duty requires public bodies to place equality at the heart of everything they do to meet the needs of those across all protected characteristics.

Coventry City Council is fully committed to ensuring a fair and equal service is provided to all, whether it is a service that is provided to Coventry citizens or to its employees in the context of its role as an employer. To ensure an equal service is provided, the Council makes effective use of the Equality Impact Assessment (EIA) tool.

The Equality Impact Assessment (EIA) tool ensures that the Council is paying due regard to the requirements of the general duty under the Public Sector Equality Duty. This has been done by considering the effect that existing / new policies, practices and decisions have on the different groups protected (see figure 1) from discrimination as defined within the Equality Act 2010 (section 2).

This report summarises the EIA's that were undertaken by the Council between **1st April 2021 to 31st March 2022** and provides analysis of the equalities impact identified in those EIAs on protected groups.

Protected Characteristics identified in the Equality Act 2010



Figure 1

2.0 Coventry as a Marmot City:

The requirement to consider the **impact on health inequalities in the city** was introduced in 2016 because of the commitment made by Coventry City Council and other statutory organisations to maintain the city status as a '**Marmot City**' to work together to reduce health inequalities.

Decisions made by the Council have the potential to impact significantly on the lives of Coventry residents, and often any negative impact is felt most by those in the lowest socio-economic groups, therefore contributing to increasing inequalities. It is therefore important that negative impact is recognised and mitigated where possible.

Therefore, in addition to the protected characteristics above, as part of the EIA process 2021-22 Coventry City Council have included questions relating to Health Inequalities.

3.0 Equality Impact Assessment Training

Coventry City Council provides detailed online / face to face training to support the Equality Impact Assessment process. The training covers:

- The equality legislation -Including the Equality Duty 2010 and The Public Sector Duty
- The role of teams in improving equality and diversity in service provision
- Benefits of completing EIA's
- Step By Step guide to completing EIA's
- Health Inequalities

During the period April 2021 to March 2022, 45 council employees completed EIA training as per the following table:

	Number of Staff completing training
Street Scene and Regulatory Services	4
Finance and Corporate Services	1
Adults	1
Education and Skills	6
Childrens Services	1
Human Resources	30
Health and Wellbeing	2

Table 1

Coventry City Council are further improving their EIA process this year. The team will be implementing an online form and including questions around Digital Inclusion. Including questions around Digital Inclusion will ensure groups such as age, income, unemployment homelessness, disability, level of educational qualification etc can access and use the information and services provided by the council.

4.0 Visual summary of the results of Equality Impact Assessments – 1st April 2020 to 31st March 2021

Positive Impact  Negative Impact  Both Impacts  Insufficient Data 

Name of function being assessed	Age 0-18	Age 19 - 64	Age 65 +	Disability	Gender Reassignment	Race	Religion	Sex	Sexual Orientation	Marriage & Civil Partnership	Pregnancy & Maternity	Health Inequalities	Internal Work force
Create a new Social Value & Sustainability Policy.	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
A new Recruitment policy	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Coventry City Council's Youth Justice Strategy and Plan - 2021-23	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Dementia Hub Consultation	Positive	Positive	Both	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
One Coventry Plan 2022-30	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Godiva Festival - Ticket Price Increase	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both
The making of a CPO by the Council to support the delivery of the Council's key regeneration project	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Enabling Attendance Policy	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Consultation for migrating all grade 5's onto a new JD	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Early Years Strategy	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Ed Sheeran - Free tickets	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Relocation Policy	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Supporting Employees who are Transgender	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Domestic Abuse Act 2021 Strategy Revision	Positive	Positive	Positive	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data
EIA Energy SPD	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
EIA Affordable Housing SPD	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
EIA Open Space SPD	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Creation of Day time Hub at Wilfred Spencer Centre	Positive	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both	Both
Leap	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
8 Yearly system update	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Monitoring and Evaluation of School Improvement Activity	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
New Talent Module	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Workforce D&I Policy	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Housing Enforcement Team Proposed Restructure	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Coaching Culture Platform	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive
Professional Registration Policy HR	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive	Positive

5.0 Equality Impact Assessment Analysis

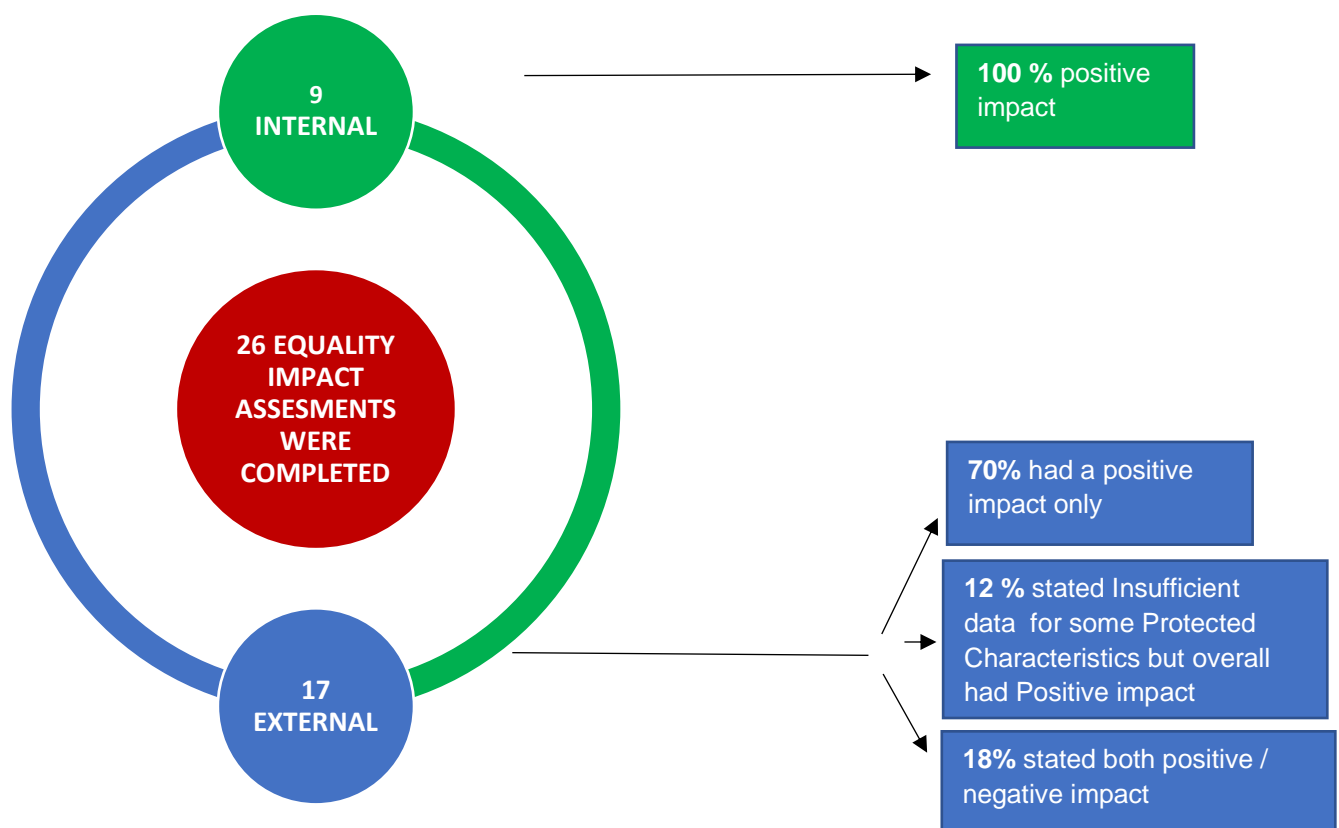
As shown below, between 1st April 2021 and 31st March 31st 2022, Coventry City Council completed **26 Equality Impact Assessments**, of which 9 were internal focused EIA's and 17 were external EIA's relating to service provision.

Figure 2, highlights 88% or 23 from 26 of the EIA's completed, positively impacted all 9 protected groups and other socio-economic groups considered. This means a positive **impact for** protected groups would be achieved by reshaping the service to target resources more effectively.

The remaining 12% of the EIA's identified both positive and negative impacts. This means re-shaping and re-thinking services often achieves both positive and negative impacts on the protected characteristics – for example, where services have been digitised this has resulted in positive impacts for many groups but sometimes negative impacts for older age groups and disabled people. However, Coventry City Council ensured by following the EIA process the negative impact was mitigated and that the services provided were fair and accessible to all.

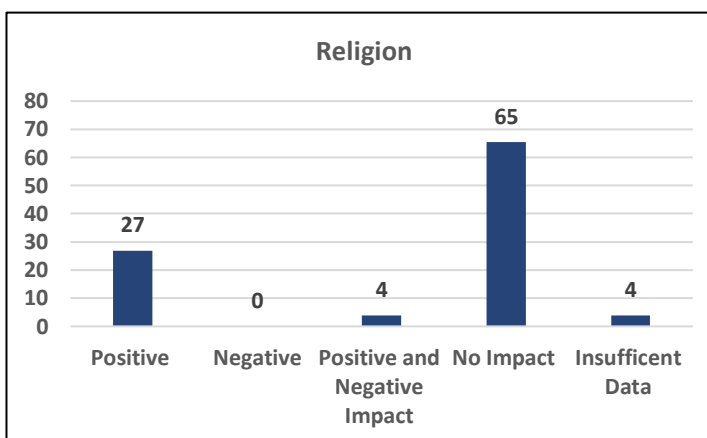
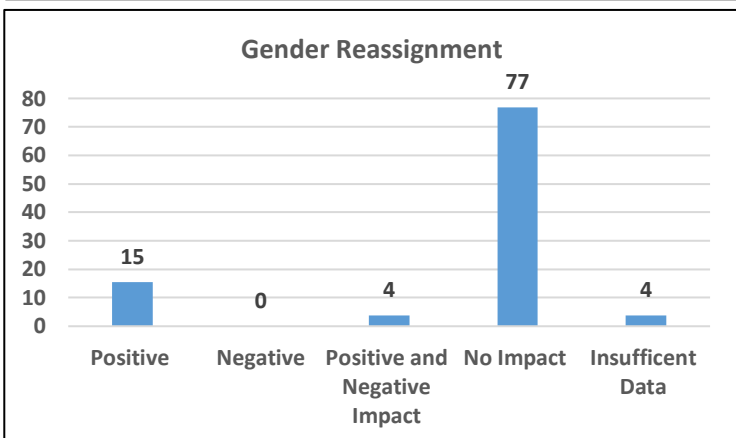
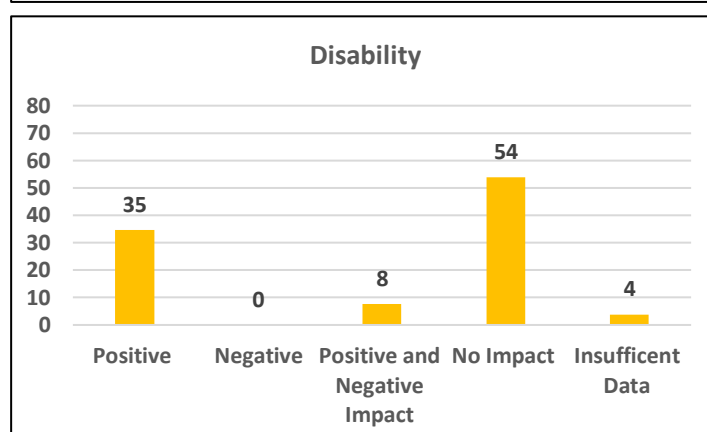
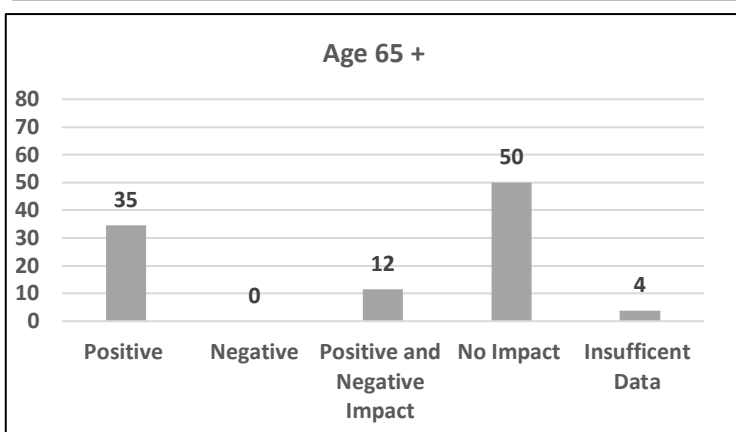
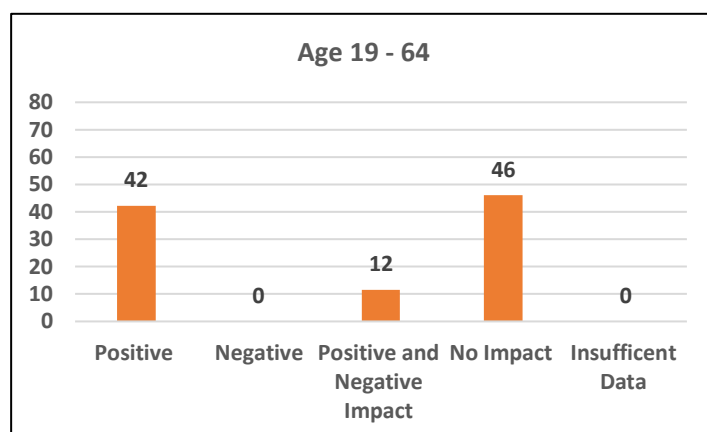
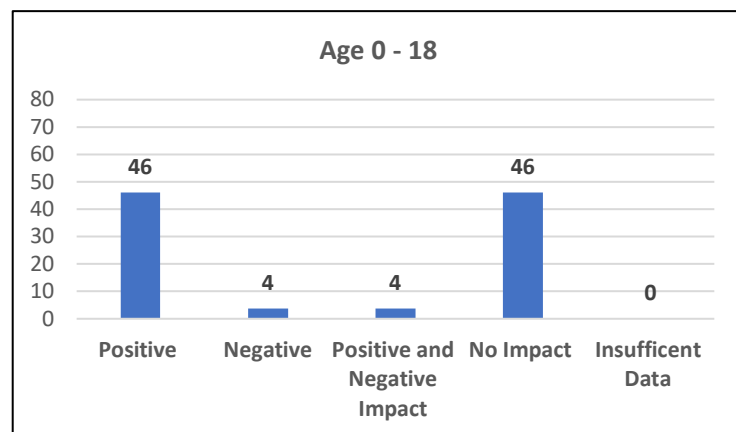
This analysis shows that due regard to equality has been paid in the development/ review of new policies, strategies and services.

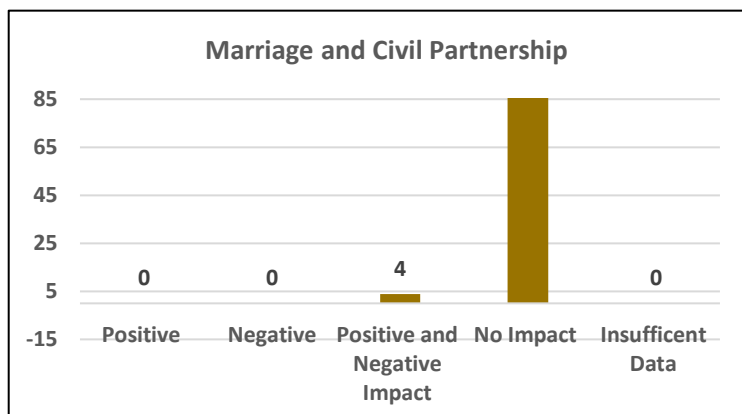
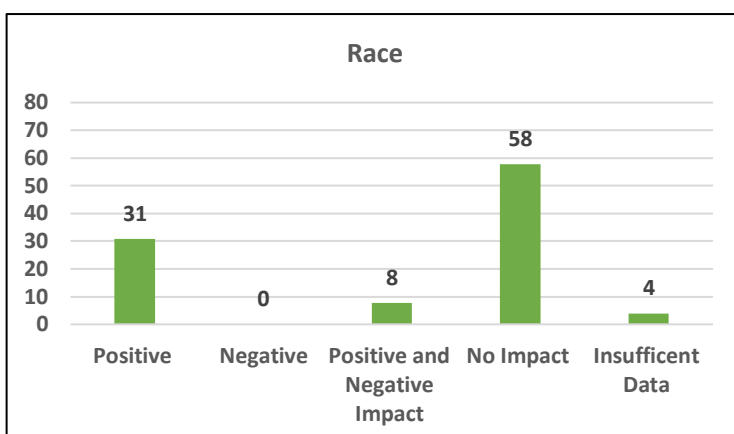
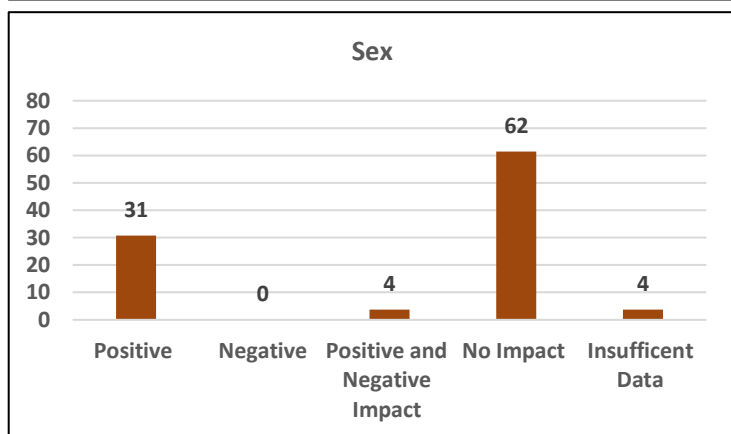
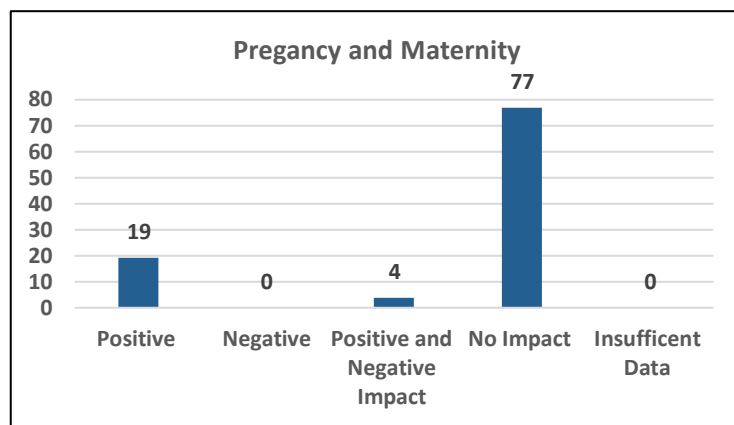
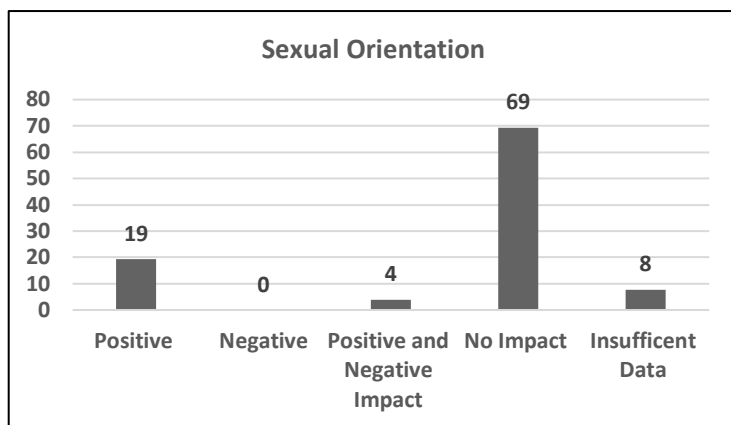
However, please note in some cases, data is not always available for all the protected characteristics / socio-economic groups - therefore the EIAs may not provide a comprehensive analysis.



5.1 Summary of EIA's by Protected Characteristics as a %:

A further analysis was undertaken to identify which protected characteristics were impacted the most negatively, positively or if they faced no impact. The impact has been illustrated below.





On average, 66% of the protected characteristics were not going to be potentially impacted either positively or negatively according to the EIA.

27% of the protected characteristic age 0 – 18 were positively impacted followed by Age 19 – 64. The most negatively impacted characteristics was also protected characteristic age 0 – 18. Please see figure 3 and 4.

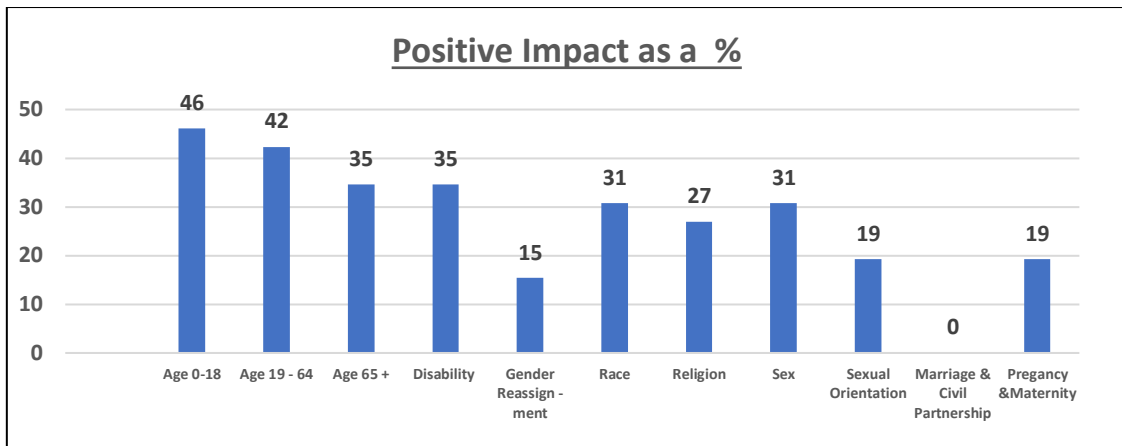


Figure 3

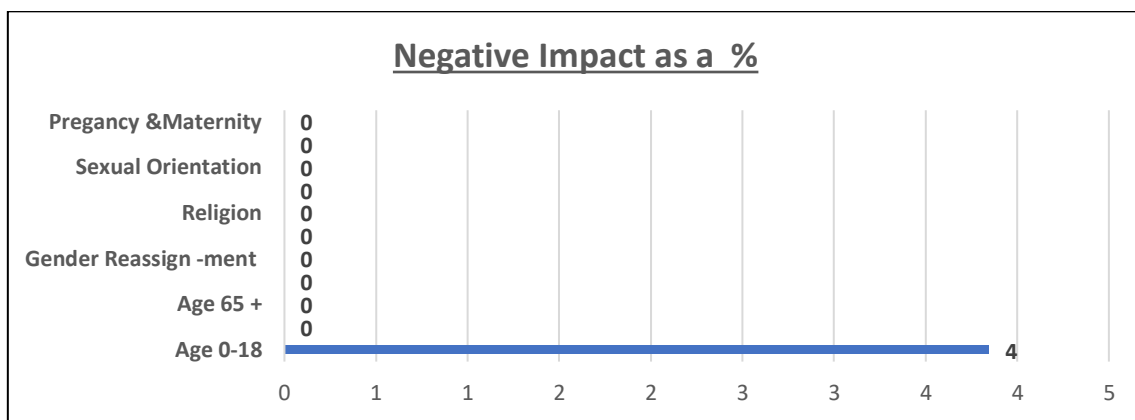


Figure 4

The top 2 protected characteristics that faced both positive and negative impact were age 0 – 18 and 19- 64. See Figure 5.

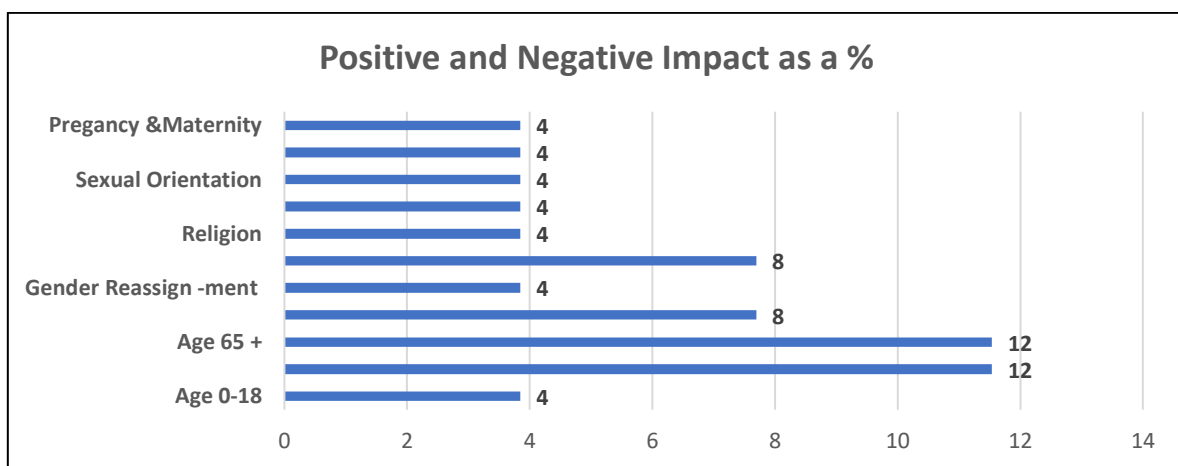


Figure 5

Finally, the analysis of EIAs shows that there was insufficient data for the protected characteristics race, religion and disability – so it could not be state whether the impact would be positive, negative or both.

However, Coventry City Council is committed to continuously improving data collection platforms to provide equal services that are accessible to all Coventry residents. The Council's commitment is demonstrated through the 2020 - 2022 Equality Objectives. Equality Objective 1 is to create a foundation to drive improved access to services through better use of equalities data. Please follow link:
https://www.coventry.gov.uk/info/132/equality_and_diversity/1272/equality_and_diversity/2

6.0 An example of EIA April 2020 to March 2021 that resulted in a Positive Impact:

Create a new Social Value & Sustainability Policy

Coventry City Council first Social Value Policy was implemented in 2014, following Publication of the Public Services (Social Value) Act 2012. The new proposed Social Value & Sustainability Policy is the second revision and has been updated to fall in line with the latest practices of evaluating, embedding and measuring Social Value and Sustainability.

The new policy is going to affect numerous external stakeholders. These external stakeholders included the following but was not limited to:

- Coventry residents
 - Inc. vulnerable and protected groups
- Coventry businesses and organisations
- Partners – City of Coventry Anchor Institutions
- Suppliers/Providers/Contractors e.g.
 - Local Small Medium Enterprises (SMEs),
 - Voluntary, Community and Social Enterprises (VCSEs) and community groups
 - Developers

The council proposed by introducing the new Social Value & Sustainability Policy **positive impact** was to be faced by the following protected groups.

Protected Characteristic	Impact type +, =, -	Nature of impact
Age 0-18	+	Through the Council's Childrens Services teams and the provision of subsequent third part contracts the Council will promote and the safeguarding and welfare of children, young people of vulnerable adults. There will also be support for young people into apprenticeships The Council's DWP team has been working with the DWP on their Mentoring Circles scheme for young people aged between 16-24. The mentoring circles supports jobseekers to break down perceived barriers to employment and build aspirations to work in organisations that may be seen as inaccessible.

Age 19-64	+	<p>Through the Council departments such as HR and the Employer Hub/Job Shop, there is support to connect local people with jobs in order to maximise knowledge, training opportunities and upskilling, including employment for the most vulnerable.</p> <p>The City Council has committed to pay its' staff directly employed, the Living Wage Foundation 'Real' Living Wage. The Council will be encouraging our sub-contractors and partners to also follow our lead to promote this objective.</p>
Age 65+	+	<p>Through Council's departments such as Public Health there will be improved the protection, health and wellbeing of local residents, inc. employees</p> <p>The Council will ensure through its own services and third party contracts environmental sustainability by retaining, protecting and enhancing the environment, along with the efficient and responsible use of resources into order to tackle climate change in Coventry. 65+ and the other age groups above will benefit from these environmental and sustainability strategies.</p> <p>All age groups would benefit from the social value delivered as a result of major developments within the City.</p>
Disability	+	<p>The Council will consider equality and diversity in the provision and operation of services, including a workforce that is representative of the communities we serve, where relevant and proportionate. There are various actions being taken by the Council such as a recruitment pilot with leading Equality, Diversity and Inclusion specialists Diversity by Design, which aims to increase the diversity of applicants. There is also the introduction of anonymised recruitment and re-launching of Employee Networks.</p>
Gender reassignment	+	
Race (Including: colour, nationality, citizenship ethnic or national origins)	+	
Religion and belief	+	
Sex	+	
Sexual orientation	+	<p>The Council will commit to meeting all parts of the Public Sector Equality Duty through incorporating equality and diversity into all stages of its commissioning and procurement activity. This will enable the Council to help deliver resource-efficient services to the people of Coventry, as well as encourage our partners / providers to deliver good equalities practice within their own organisations. The Council will also ensure that Equality Impact assessments are carried out regularly as part of the commissioning process, to ensure it remains transparent and responsive to the impact on protected groups.</p>

7.0 Examples of EIA that resulted in both a Positive and Negative Impact:

Dementia Hub Consultation

The service area was looking to convert Maymorn Day Service into a Single Multi agency Dementia Hub for Coventry.

Maymorn is currently an existing day service that has been reviewed with proposals to develop a new service from the centre. Two models were being explored where one included expanding the service to offer outreach, a social space and café for people with dementia and the 2nd model looked to reduce the former 5-day traditional service to 3 days a week offering outreach and drop-in sessions as alternatives.

The proposals were going to affect the staff working Maymorn and service users living with dementia and their carers.

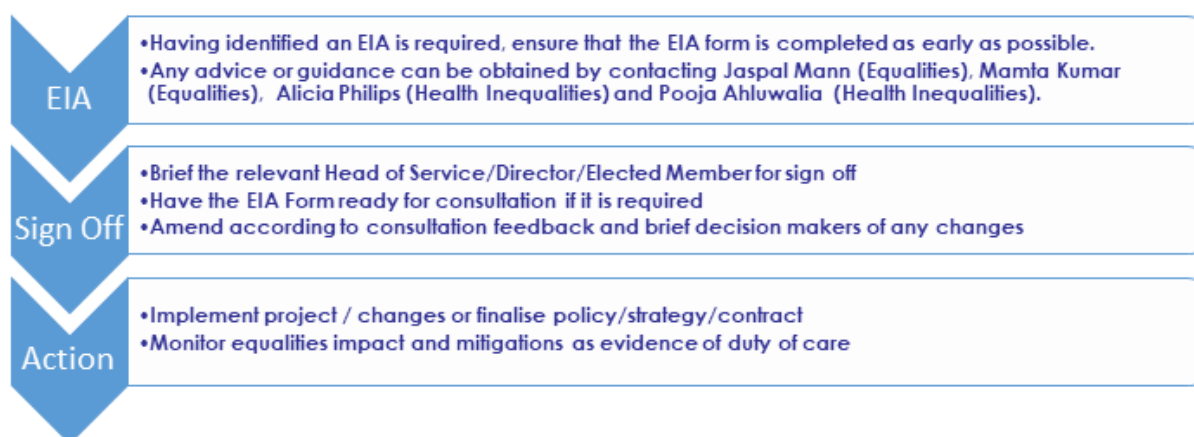
However, the service proposed by converting convert Maymorn Day Service into a Single Multi agency Dementia Hub **positive and negative impact** was be made to the following protected groups.

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	None
Age 19-64	P	Broader range of services would be available to people with dementia with some targeting young onset (new service) Outreach, drop in sessions, social space and a café would the broader options not currently available to them at present.
Age 65+	PN	Broader range of services would be available to people with dementia but fewer days of traditional day services. Broader options include Outreach, drop in sessions, social space and a café would the broader options not currently available to them at present.
Disability	NI	None
Gender reassignment	ID	Not known
Marriage and Civil Partnership	ID	Not known
Pregnancy and maternity	ID	Not known
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	An element of the service will be targeting people living with dementia and their carers from various ethnic minority backgrounds with the aim of setting up culturally sensitive activity sessions
Religion and belief	NI	None

Sex	P	There may be offers of gender specific sessions to respect cultural boundaries and enable people to access sessions which they would not be able to if mixed genders. Mixed gender sessions would still be available.
Sexual orientation	NI	None

Appendix 1: Equality Impact Assessments: April 21 – March 22

Title of EIA		Professional Registration Policy
EIA Author	Name	Nicole Powell
	Position	Interim Employee Relations Lead
	Date of completion	
Head of Service	Name	Susanna Newing
	Position	Director of HR and OD
Cabinet Member	Name	CLlr Richard Brown
	Portfolio	Resources and HR



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☒ Review of policy / strategy
- ☐ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

The Council's Professional Registration policy is being updated for 2022. Additions have been made to the previous policy. The updates include

- A clear process for those individuals who fail to renew or maintain their professional registration when it is a requirement of the role.

- Reflect changes for SWE and to include all registration professions , including NMC

1.3 Who are the main stakeholders involved? Who will be affected?

- Directors of Human Resources, Director of Adult Services and Director of Children Services
- Trade Union colleagues
- Council employees, specifically those with professional registration
- Professional Leads

1.4 Who will be responsible for implementing the findings of this EIA?

- Susanna Newing, Director of HR and OD
- Nicole Powell, Interim Employee Relations Lead

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

There is a potential impact as there is a high proportion (81.25%) of the workforce who are female in the job roles affected by this policy but is in line with our workforce overall

Due to the small numbers of those employees who have failed to register or re-register we are unable to publish the data and they will become identifiable

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)

- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	
Age 19-64	NI	
Age 65+	NI	
Disability	NI	
Gender reassignment	NI	
Marriage and Civil Partnership	NI	
Pregnancy and maternity	NI	
Race (Including: colour, nationality, citizenship ethnic or national origins)	NI	
Religion and belief	NI	
Sex	NI	
Sexual orientation	NI	

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p>
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<p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section, please contact Alicia Philips or Pooja Ahluwalia in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	Response: NI	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p>	

	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups e.g. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

NI

2.5 How will you monitor and evaluate the effect of this work?

- Consistency in how the policy is being applied in different service areas
- Professional body feedback
- Feedback from trade union colleagues

2.6 Will there be any potential impacts on Council staff from protected groups?

93.9% of employees that could be affected by this policy are within this age bracket, the qualification required to work in these areas mean that the workforce tends to be 24+

It is acknowledged that 30% of employees who work in areas that require a professional registration are Black, Asian, Ethnic, Minority. This is disproportionate compared to the overall Council figure of 17.9%. We will monitor and review how this policy is implemented when required

It is acknowledged due to the higher % of females working in the professions that are affected by this policy there may be a disproportional, however the overall numbers is not out of line with the Councils Workforce Profile.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: Nicole.Powell@coventry.gov.uk

Headcount: 528

Sex: **Age:**

Female	448
Male	74
16-24	27
25-34	143
35-44	123
45-54	136
55-64	94
65+	10

Disability:

Disabled	39
Not Disabled	402
Prefer not to state	5
Unknown	90

Ethnicity: Religion:

Any other	10
Buddhist	1
Christian	183
Hindu	8
Jewish	0
Muslim	22
No religion	131
Sikh	15
Prefer not to state	23
Unknown	154

White	271
Black, Asian, Minority Ethnic	226
Prefer not to state	4
Unknown	0

Sexual Orientation:

Heterosexual	354
LGBT+	14
Prefer not to state	16
Unknown	161

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

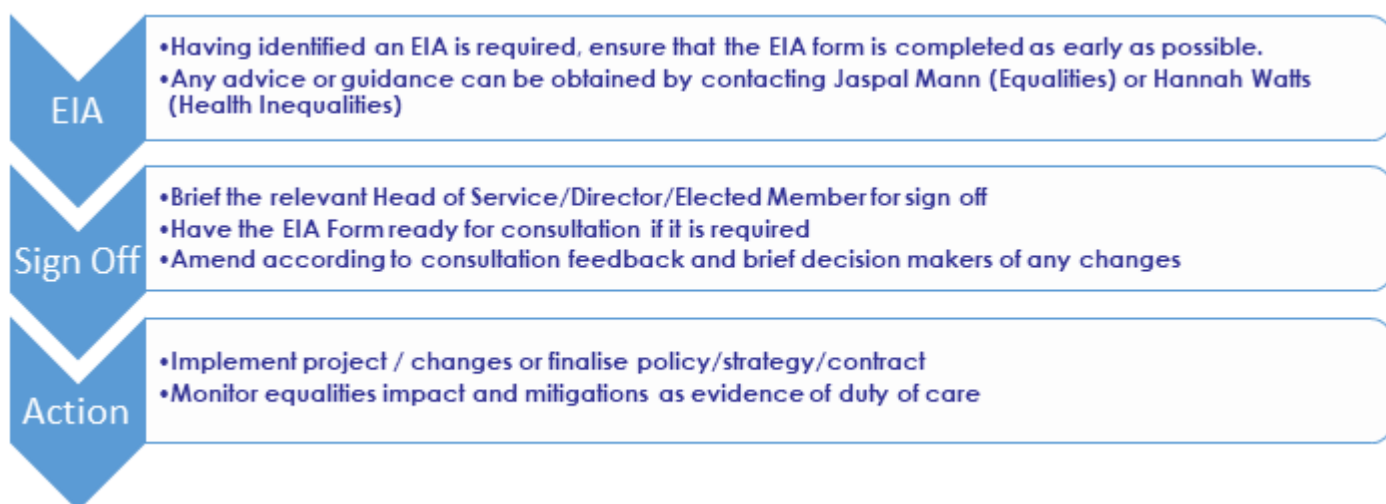
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: <i>Nicole Powell</i>	Date: 11.02.22
 Director: Susanna Newing	Date sent to Director: 10.02.22
Name of	
Name of Lead Elected Member:	Date sent to Councillor:

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Proposals for Housing Options Job Description
EIA Author	Name	Mandeep Chouhan
	Position	Customer Service Manager
	Date of completion	3 rd September 2021
Head of Service	Name	Jim Crawshaw
	Position	Head of Housing and Homelessness
Cabinet Member	Name	Cllr David Welsh
	Portfolio	Housing and Communities



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☐ Review of policy / strategy
- ☒ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

Frontline grade 5 officers support households who make a homeless application under the Housing Act 1996.

In 2018 the Homelessness Reduction Act was introduced, at the time there was an increase in grant funding to the council to support the expected increase in homeless applications.

This funding was used to create new posts 'Homelessness Prevention Officer' that would work along side the existing grade 5 officers 'Housing Assessment Officer'.

Once the service went live with the Homelessness Reduction Act it became clear that having 2 officers managing different parts of the application was not an efficient way of working and impacted on the customer journey. A decision was made that both officer roles would work in the same way and pick up cases from the start of a household approaching right through to making a statutory homeless decision.

A new job description was created to mirror this approach 'Housing Solutions Officers' and new recruits were recruited to this new job description.

The service has been through a transformation journey for the last 2 years that saw a new Head of Service recruited and in post April 2019 as well as setting up an accommodation team within the service. As part of these changes the management team reviewed job descriptions and created a new grade 5 officer job description 'Housing Options Officer'.

This change will have no impact on customers as there will be no changes to how customers approach the service and how they are supported with their case by officers.

1.3 Who are the main stakeholders involved? Who will be affected?

Housing assessment officers
Homelessness Prevention Officers
Housing Solutions Officers

1.4 Who will be responsible for implementing the findings of this EIA?

Mandeep Chouhan

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	
Age 19-64	NI	
Age 65+	NI	
Disability	NI	
Gender reassignment	NI	
Marriage and Civil Partnership	NI	
Pregnancy and maternity	NI	
Race (Including: colour, nationality, citizenship ethnic or national origins)	NI	
Religion and belief	NI	
Sex	NI	
Sexual orientation	NI	

HEALTH INEQUALITIES

2.3	Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.
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<p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	Response:	
	No impact as customers will see no change in service	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
	Response:	

	<p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>No impact as customers will see no change in service</p>
	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>No impact as customers will see no change in service</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

No action required

2.5 How will you monitor and evaluate the effect of this work?

Reviewed with Head of Service quarterly

2.6 Will there be any potential impacts on Council staff from protected groups?

Council staff will not be impacted, we are liaising with HR on how we will be moving staff onto the new JD

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	

45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:

No impact has been identified for one or more protected groups ☒

Positive impact has been identified for one or more protected groups ☐

Negative impact has been identified for one or more protected groups ☐

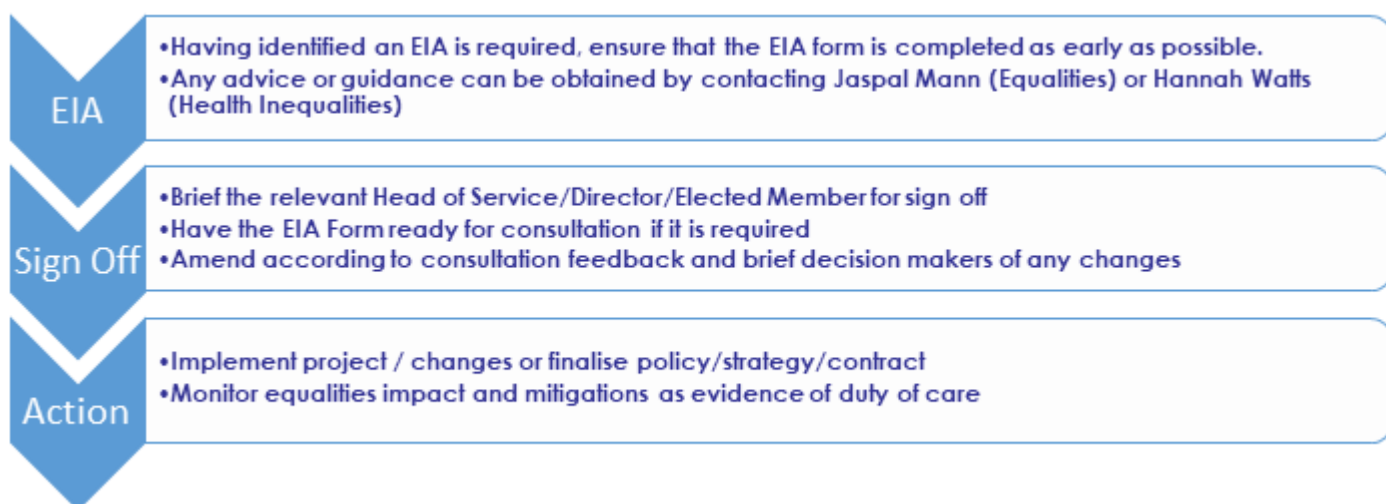
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: Jim Crawshaw	Date: 03/09/21
Name of Director: Martin Reeves	Date sent to Director: 03/09/21
Name of Lead Elected Member: Cllr David Walsh	Date sent to Councillor: 03/09/2021

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Enabling Attendance Policy
EIA Author	Name	Kate Eales
	Position	Human Resources Advisor
	Date of completion	August 2021
Head of Service	Name	Susanna Newing
	Position	Director of Human Resources
Cabinet Member	Name	Richard Brown
	Portfolio	Strategic Finance and Resources



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
☐ New service
☒ Review of policy / strategy
☐ Review of service
☐ Commissioning
☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

The Council is required to review its policies and procedures on a regular basis to ensure that they are compliant with employment law and ACAS guidelines. The Council's Promoting Health at Work Policy has not been reviewed since December 2010 and is overdue a review

Coventry City Council is committed to having an enabling attendance culture. We want to positively support employees at work, by supporting their health and well-being through our actions, policies, and practices to actively encourage attendance at work in a fair, transparent, and supportive way whilst ensuring an employee's individual needs are taken into consideration with due regard to the Equalities Act 2010.

1.3 Who are the main stakeholders involved? Who will be affected?

- Director of Human Resources
- Senior Management Board
- Corporate Leadership Team
- Trade Union colleagues
- Council employees

1.4 Who will be responsible for implementing the findings of this EIA?

Susanna Newing

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

In last 12 months up to September 2021

2042 employees absent from work totalling 42211 working days

Average sickness rate of 10.45 days per employee

73% of absence last in excess of 30 days (Long Term)

25% of employee absence is due to stress depression and anxiety

Currently unable to break down absence figures into protected characteristics due to a changeover of data recording system.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	Policy relates to Coventry City Council staff only
Age 19-64	NI	Policy relates to Coventry City Council staff only
Age 65+	NI	Policy relates to Coventry City Council staff only
Disability	NI	Policy relates to Coventry City Council staff only
Gender reassignment	NI	Policy relates to Coventry City Council staff only
Marriage and Civil Partnership	NI	Policy relates to Coventry City Council staff only
Pregnancy and maternity	NI	Policy relates to Coventry City Council staff only
Race (Including: colour, nationality, citizenship ethnic or national origins)	NI	Policy relates to Coventry City Council staff only
Religion and belief	NI	Policy relates to Coventry City Council staff only
Sex	NI	Policy relates to Coventry City Council staff only
Sexual orientation	NI	Policy relates to Coventry City Council staff only

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>	
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>The new Enabling Attendance Policy will aid in ensuring a fair and consistent application of attendance management to meet the needs of all employees who would otherwise be disadvantaged by disability, language skills or other ‘protected characteristics’ within the meaning of the Equality Act 2010.</p> <p>CCC’s data doesn’t currently correlate with higher absence levels being at lower grades. We will continue to</p>	

	<p>monitor all absence levels and report by grade / job title to ensure we continue to monitor absence levels for all employees and address any potential inequalities.</p> <p>OH do provide access to health treatment for MSK issues where waits are excessive or have not been progressed by GP's , this information is monitored by grade.</p>
<p>2.3b How might your work affect HI (positively or negatively).</p> <p>How might your work address the needs of different groups that share protected characteristics</p>	<p>Consider and answer below:</p> <ul style="list-style-type: none"> • Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income • Consider what the unintended consequences of your work might be
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>HR do hold data on employees postcodes in order to consider what health help and support we can give as an employer as part of health and well-being group that is attended by OH, PH , HR and the unions</p>
	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups e.g. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>c.</p> <p>The new Enabling Attendance Policy will aid in ensuring a fair and consistent application of attendance management to meet the needs of all employees who would otherwise be disadvantaged by disability, language skills or other 'protected characteristics' within the meaning of the Equality Act 2010.</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

Please see above, currently our data does not correlate with the above statement in 2.3 but we will continue to monitor and identify mitigations if required.

2.5 How will you monitor and evaluate the effect of this work?

The policy will be interim reviewed in November 2022.

A full formal review of the policy will take place 3 years after implementation, November 2024.

HR will monitor and evaluate the effect of the new policy by monitoring return to work submissions, reviewing comments and complaints from all levels of employees, and feedback from managers implementing the new process

Feedback on policy will also be gained from key stakeholders:

- Director of Human Resources
- Senior Management Board
- Corporate Leadership Team
- Trade Union colleagues
- Health and Well-Being Group

2.6 Will there be any potential impacts on Council staff from protected groups?

The implementation of a new Enabling Attendance Policy will have a positive effect on council staff from protected groups. The purpose of the policy is to:

- Provide a clear framework to support employees who have health conditions to remain in work and/or to improve and enable them to remain at work.
- To enable a manager and employee to agree an appropriate amendment to working practices to support employees to attend work and develop, where needed, an effective return to work and recovery programme.
- To be clear on the responsibilities of all involved in health and wellbeing at work, including ensuring fair and appropriate application of the policy.

It is important to us, that this process is used fairly and supportively so the appropriate decisions are made at the right time in order to support the health and well-being of employees.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:**Sex: Age:**

Female	3198
Male	1557
16-24	167
25-34	751
35-44	1005
45-54	1333
55-64	1301
65+	198

Disability:

Disabled	281
Not Disabled	3689
Prefer not to state	64
Unknown	721

Ethnicity: Religion:

Any other	100
Buddhist	7
Christian	1469
Hindu	89
Jewish	3
Muslim	126
No religion	1055
Sikh	185
Prefer not to state	222
Unknown	1499

White	3315
Black, Asian, Minority Ethnic	811
Prefer not to state	23
Unknown	606

Sexual Orientation:

Heterosexual	2726
LGBT+	120
Prefer not to state	254
Unknown	1655

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

Both positive and negative impact has been identified for one or more protected groups ☐

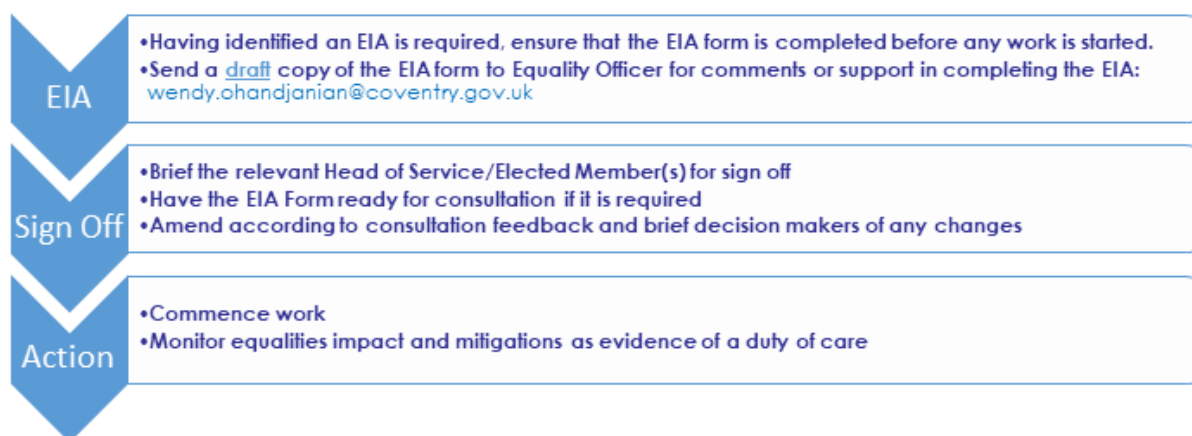
4.0 Approval

Signed: Head of Service:	Date:
Name of Director:  Susanna Newing	Date sent to Director: 27/04/2022
Name of Lead Elected Member:	Date sent to Councillor:

Email completed EIA to equality@coventry.gov.uk

EIA Author	Name	Mick Burn and Emma Franklin
	Title	Head of Procurement & Commissioning and Category Officer

	Date of completion	11/02/2021
Head of Service	Name	Mick Burn
	Title	Head of Procurement & Commissioning
Cabinet Member	Name	Richard Brown
	Portfolio	Cabinet Member (Strategic Resources & Finance)



SECTION 1 – Context & Background

1.1 What is the area of work for the EIA?

The Social Value policy is being updated to create a new Social Value & Sustainability Policy. The EIA is on the new Social Value & Sustainability Policy, of which is currently going through an approval process. The new Social Value & Sustainability Policy will be launched and published on the Council's website, following all the necessary consultations and approvals.

1.2 In summary, what is the background to the planned change? Why is this change being considered?

Coventry City Council implemented its first Social Value Policy in 2014, following Publication of the Public Services (Social Value) Act 2012. The new Social Value & Sustainability Policy is the second revision and has been updated to fall in line with the latest practices of evaluating, embedding and measuring Social Value and Sustainability.

1.3 Who has primary responsibility for delivery?

The Council's Procurement & Commissioning Services Team has primary responsibility for delivery of the new Social Value & Sustainability Policy.

1.4 Who are the main stakeholders? Who will be affected?

There are internal and external stakeholders affected by this policy.

Internal

Numerous internal stakeholder departments have contributed to the update of the Policy, in order to create the new Social Value & Sustainability Policy. These internal stakeholders include the following but not limited to:

- Procurement & Commissioning Services
- Public Health
- Economic Development Service
- Community Resilience
- Sustainability & Low Carbon
- HR & Organisational Development

External

Numerous external stakeholders are affected by the new Social Value & Sustainability Policy. These external stakeholders include the following but not limited to:

- Coventry residents
 - Inc. vulnerable and protected groups
- Coventry businesses and organisations
- Partners – City of Coventry Anchor Institutions
- Suppliers/Providers/Contractors e.g.
 - Local Small Medium Enterprises (SMEs),
 - Voluntary, Community and Social Enterprises (VCSEs) and community groups
- Developers

SECTION 2 – Consideration of Impact

2.1 In order to assess your area of work for relevance to the Equality Act 2010 and the Public Sector Equality Duty, please answer the following questions:

Does this area of work have due regard to the need to: -

- a. Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- b. Advance equality of opportunity between two persons who share a relevant protected characteristic

- c. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

Yes (X) No ()

If No please state the reason/s below:

2.2 Baseline data and information (sources and dates if applicable)

The Council will consider equality and diversity in the provision and operation of services, including a workforce that is representative of the communities its serve, where relevant and proportionate. There are various actions being taken by the Council such as a recruitment pilot with leading Equality, Diversity and Inclusion specialists Diversity by Design, which aims to increase the diversity of applicants. There is also the introduction of anonymised recruitment and re-launching of Employee Networks.

The Council will commit to meeting all parts of the Public Sector Equality Duty through incorporating equality and diversity into all stages of its commissioning and procurement activity. This will enable the Council to help deliver resource-efficient services to the people of Coventry, as well as encourage our partners / providers to deliver good equalities practice within their own organisations. The Council will also ensure that Equality Impact assessments are carried out regularly as part of the commissioning process, to remain transparent and responsive to the impact on protected groups.

2.3 On the basis of evidence, has the potential impact of the area of work been judged to be positive (+), neutral (=) or negative (-) for each of the equality groups below and in what way?

*Please outline the impact on the Council workforce in question 2.8 – **not below***

Protected Characteristic	Impact type +, =, -	Nature of impact
Age 0-18	+	Through the Council's Childrens Services teams and the provision of subsequent third part contracts the Council will promote and the safeguarding and welfare of children, young people of vulnerable adults. There will also be support for young people into apprenticeships

		The Council's DWP team has been working with the DWP on their Mentoring Circles scheme for young people aged between 16-24. The mentoring circles supports jobseekers to break down perceived barriers to employment and build aspirations to work in organisations that may be seen as inaccessible.
Age 19-64	+	<p>Through the Council departments such as HR and the Employer Hub/Job Shop, there is support to connect local people with jobs in order to maximise knowledge, training opportunities and upskilling, including employment for the most vulnerable.</p> <p>The City Council has committed to pay its' staff directly employed, the Living Wage Foundation 'Real' Living Wage. The Council will be encouraging our sub-contractors and partners to also follow our lead to promote this objective.</p>
Age 65+	+	<p>Through Council's departments such as Public Health there will be improved the protection, health and wellbeing of local residents, inc. employees</p> <p>The Council will ensure through its own services and third party contracts environmental sustainability by retaining, protecting and enhancing the environment, along with the efficient and responsible use of resources into order to tackle climate change in Coventry. 65+ and the other age groups above will benefit from these environmental and sustainability strategies.</p> <p>All age groups would benefit from the social value delivered as a result of major developments within the City.</p>
Disability	+	<p>The Council will consider equality and diversity in the provision and operation of services, including a workforce that is representative of the communities we serve, where relevant and proportionate. There are various actions being taken by the Council such as a recruitment pilot with leading Equality, Diversity and Inclusion specialists Diversity by Design, which aims to increase the diversity of applicants. There is also the introduction of anonymised recruitment and re-launching of Employee Networks.</p>
Gender reassignment	+	
Race (Including: colour, nationality, citizenship ethnic or national origins)	+	
Religion and belief	+	
Sex	+	
Sexual orientation	+	

		The Council will commit to meeting all parts of the Public Sector Equality Duty through incorporating equality and diversity into all stages of its commissioning and procurement activity. This will enable the Council to help deliver resource-efficient services to the people of Coventry, as well as encourage our partners / providers to deliver good equalities practice within their own organisations. The Council will also ensure that Equality Impact assessments are carried out regularly as part of the commissioning process, to ensure it remains transparent and responsive to the impact on protected groups.
Pregnancy and maternity	=	There is no direct identified impact on this group
Marriage and Civil Partnership	=	There is no direct identified impact on this group

2.4 Does the area of work have any potential impact on the most deprived/vulnerable people and their families known as health inequalities/Marmot implications of this proposal. If you need assistance in establishing impact contact: Tracy Richards (tracy.richards@coventry.gov.uk) or Karen Lees (karen.lees@coventry.gov.uk) in Public Health for more information

Protected Characteristic	Impact type +, =, -	Nature of impact
Deprivation	+	<p>This policy aims to reduce health inequalities through the Council, partners and contractors implementing processes and policies which will benefit residents through approaches such as recruitment of local people, use of apprenticeship places and payment of the Real Living Wage where possible. Improvements to public realm and communities which are sustainable and reduce environmental risks such as air pollution will benefit residents overall, but should see the biggest improvements in areas of greatest deprivation where risks and impacts are generally higher.</p> <p>The Marmot Steering Group (attended by our Public Health team) aims to ensure opportunities arising through Social Value work are targeted appropriately and result in equitable benefit, including for those people that live in deprived areas.</p> <p>The Community Resilience Team's role is to meet with and link developers to local</p>

		groups/organisations in the city that may benefit from some support. This support can be in a variety of ways (i.e. financially, provision of materials, volunteering staff time). The team provide the developers with a list of groups they work with and suggestions of support that could be offered to them. Alongside this, the team will also identify any other groups that the developer may have a specific interest in (i.e. men's groups, homelessness groups).
Looked after Children	+	As per 2.3, through the Council's Childrens Services teams and the provision of subsequent third part contracts the Council will promote and the safeguarding and welfare of children, young people of vulernable adults. There will also be support for young people into apprenticeships
Armed Forces	=	There is no direct identified impact
Carers	=	There is no direct identified impact

2.5 How will the impact of the area of work in 2.3 and 2.4 be monitored?

Third party contracts and susbquent Social Value & Sustainability offered by suppliers/providers and contractors, is monitored during contract management meetings attended by the contract manager and/or procurement representatives. For some larger value contracts a new social value tool will be used to put a monetary value on against the social value measures delivered.

The Marmot Steering Group work is monitored through the multi-agency Marmot Partnership Group, which reports into the Coventry Health & Wellbeing Board.

2.6 Who will be responsible for monitoring?

The Council's Public Health team through the Marmot Steering Group, monitor the impact of the Group's work and how it has improved Coventry residents' lives such as those living in areas of high deprivation .

The Council's Childrens Services teams will monitor the work they do with regards to Looked after Children

For Third party contracts the Council's appointed contract manager will be responsible for monitoring the contracts and Social Value & Sustainability delivered.

2.7 If any potential negative impacts, have been identified what mitigating actions will be put in place if possible?

No negative impacts have been identified

2.8 Are there any potential impact(s) of this area of work on Council staff from protected groups? Please summarise:

As per 2.3 –

- The Council will consider equality and diversity in the provision and operation of services, including a workforce that is representative of the communities we serve, where relevant and proportionate. There are various actions being taken by the Council such as a recruitment pilot with leading Equality, Diversity and Inclusion specialists Diversity by Design, which aims to increase the diversity of applicants. There is also the introduction of anonymised recruitment and re-launching of Employee Networks.
- Through Council departments such as HR and the Employer Hub/Job Shop there is support to connect local people with jobs in order to maximise knowledge, training opportunities and upskilling, including employment for the most vulnerable.

You should only include the following data if this area of work will potentially have an impact on Council staff: This can be obtained from:
andy.hyland@coventry.gov.uk

This section has not been completed, since there is no direct change on the composition of the Council's workforce, as a result of this Policy update.

Headcount:

Contract count:

Contract status:

Full-time	
Part-time	

Sex:

Female	
--------	--

Male	
------	--

Age:

16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity:

White	
BAME	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

2.9 Completion Statement. Put and X in the appropriate box

NOTE: (to be completed after the EIA is completed but, before the area of work commences)

As the appropriate Head of Service for this area, I confirm that in this EIA the potential equality impact is:

No impact has been identified for one or more equality groups ☐

Positive impact has been identified for one or more equality groups ☒

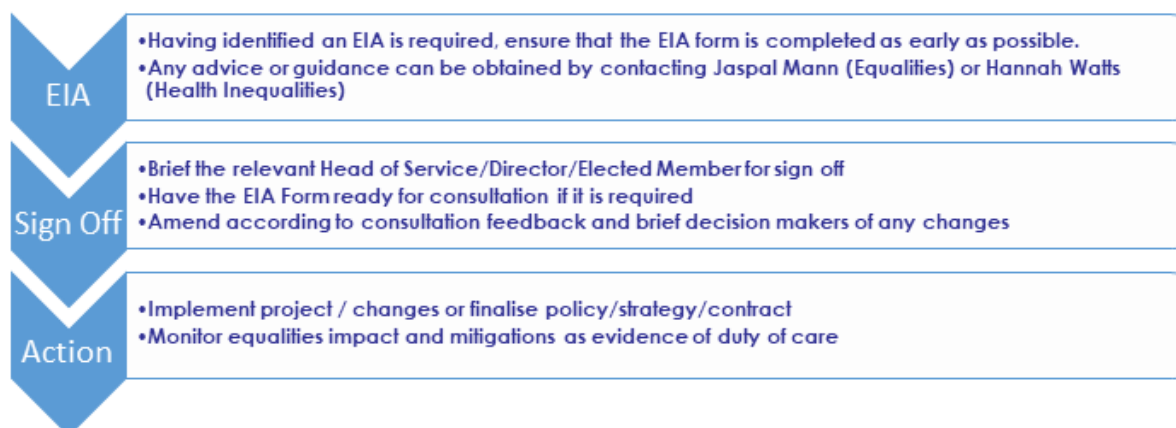
Negative impact has been identified for one or more equality groups ☐

Both positive and negative impact has been identified for one or more equality groups ☐

Signed Head of Service :	Date: 11/02/2021
If applicable complete information below:	
Name of Councillor: Richard Brown	Date sent to Councillor: 22/07/2021
Name of Director: Julie Newman	Date sent to Director: 22/07/2021

Title of EIA	Creation of Day time Hub at Wilfred Spencer Centre
---------------------	---

EIA Author	Name	Gerda Dunn
	Position	Service Manager
	Date of completion	20.08.2021
Head of Service	Name	Tracey Denny
	Position	Head of Service
Cabinet Member	Name	Mal Mutton
	Portfolio	Adult Social Care



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☐ Review of policy / strategy
- ☒ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

We are looking to amalgamate the Community Zone, a day service for Adults with a Learning Disability (LD) currently run out of the Annexe at Frank Walsh House with Wilfred Spencer Day Center (WSC) into a Day Time Hub for adults with a LD.

1.3 Who are the main stakeholders involved? Who will be affected?

Adults with a LD currently attending the Zone and WSC; their family carers; staff support teams (workforce)

1.4 Who will be responsible for implementing the findings of this EIA?

Gerda Dunn, Service Manager and Rose O'Brien, Support Co-ordinator

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

People attending: 57 adults with moderate to severe LD; 27 female, 30 male; 9 people from Black and minority ethnic backgrounds; the age ranges from 23 to 74.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type	Nature of impact and any mitigations required
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	P, N, PN, NI or ID	
Age 0-18	NI	None
Age 19-64	PN	<p>The plans will mean change for people, some of whom usually do not cope with change very well; due to the COVID pandemic, previous patterns were already interrupted. Service users have already been attending at WSC, since that was one of the bases we were able to re-open safely during the ongoing pandemic.</p> <p>The new environment will be an upgrade on the previous base and offer many more choices for day time activities for people.</p>
Age 65+	PN	<p>The plans will mean change for people, some of whom usually do not cope with change very well; due to the COVID pandemic, previous patterns were already interrupted. Service users have already been attending at WSC, since that was one of the bases we were able to re-open safely during the ongoing pandemic.</p> <p>The new environment will be an upgrade on the previous base and offer many more choices for day time activities for people.</p>
Disability	PN	<p>The plans will mean change for people, some of whom usually do not cope with change very well; due to the COVID pandemic, previous patterns were already interrupted. Service users have already been attending at WSC, since that was one of the bases we were able to re-open safely during the ongoing pandemic.</p> <p>The new environment will be an upgrade on the previous base and offer many more choices for day time activities for people.</p>
Gender reassignment	ID	Not known
Marriage and Civil Partnership	ID	Not known
Pregnancy and maternity	ID	Not known

Race (Including: colour, nationality, citizenship ethnic or national origins)	PN	The plans will mean change for people, some of whom usually do not cope with change very well; due to the COVID pandemic, previous patterns were already interrupted. Service users have already been attending at WSC, since that was one of the bases we were able to re-open safely during the ongoing pandemic. The new environment will be an upgrade on the previous base and offer many more choices for day time activities for people
Religion and belief	ID	ID for customers
Sex	NI	
Sexual orientation	ID	Not known

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>
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Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> • Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) • Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	Response: People with learning disabilities often have additional health issues and often poorer general health. The life expectancy for people with LD is still lower than average.	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	Consider and answer below: <ul style="list-style-type: none"> • Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income • Consider what the unintended consequences of your work might be 	
	Response: a. Potential outcomes including impact based on socio-economic status or geographical deprivation Better facilities, location is a more inclusive community, more personalised options for people leading to better outcomes. Options for improving and educating to promote healthy lifestyle.	b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing

homelessness, prison leavers, young people leaving care, members of the armed forces community.

Not applicable.

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

Individual personalised support for affected service users and their families; gradual introductions

2.5 How will you monitor and evaluate the effect of this work?

Observations of peoples' reactions, behaviours; monitoring of well being; regular contact with families and carers to monitor
Supervisions for staff, open door from managers for any concerns/ queries

2.6 Will there be any potential impacts on Council staff from protected groups?

For workforce: The data included within the form is the workforce data extracted from Resource link on 2nd August 2021, for Jenner8, Community Zone and Wilfred Spencer, as the data would become identifiable if the staff in Community Zone were the only staff group to be included.

There are no contract changes.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	77%
Male	23%

16-24	0%
25-34	6%
35-44	23%
45-54	32%
55-64	35%

65+	3%
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Disability:

Disabled	3%
Not Disabled	94%
Prefer not to state	3%
Unknown	0%

Ethnicity: Religion:

Any other	3%
Buddhist	0%
Christian	42%
Hindu	0%
Jewish	0%
Muslim	0%
No religion	29%
Sikh	0%
Prefer not to state	0%
Unknown	26%

White	90%
Black, Asian, Minority Ethnic	6%
Prefer not to state	0%
Unknown	3%

Sexual Orientation:

Heterosexual	68%
LGBT+	0%
Prefer not to state	6%
Unknown	26%

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:

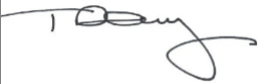
No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☐

Negative impact has been identified for one or more protected groups ☐

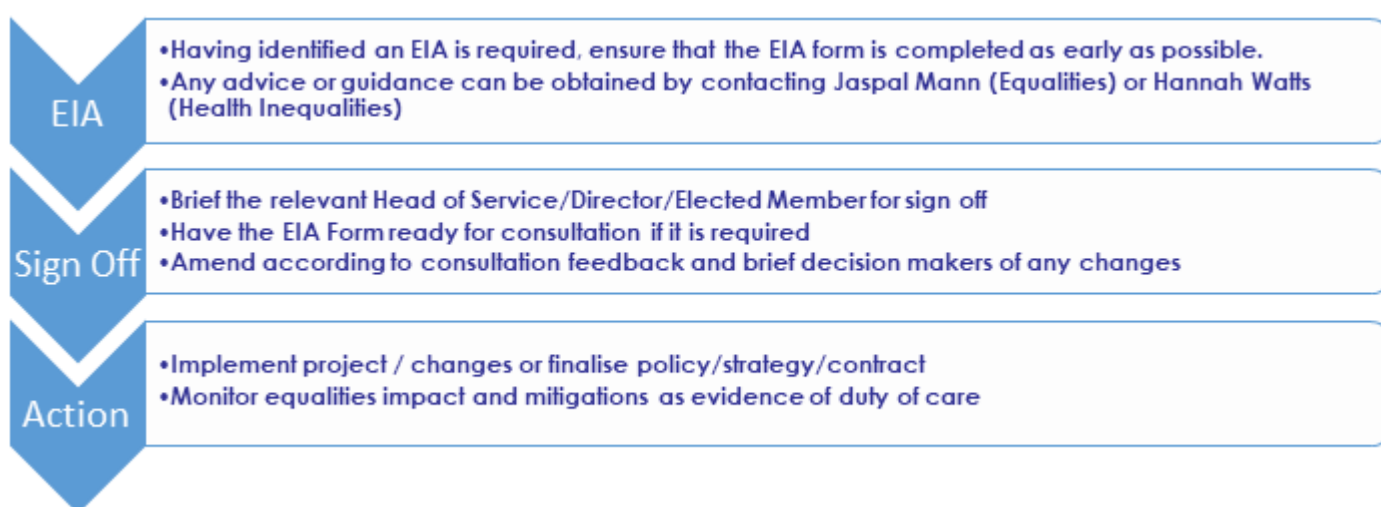
Both positive and negative impact has been identified for one or more protected groups
x

4.0 Approval

Signed: Head of Service: 	Date: 30/09/2021
Name of Director: Pete Fahy	Date sent to Director: 30/09/2021
Name of Lead Elected Member: Mal Mutton	Date sent to Councillor: 30/09/2021

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Coventry City Council's Youth Justice Strategy and Plan - 2021-23
EIA Author	Name	
	Position	Operational Lead – Coventry Youth Offending Service – Help & Protection, Children's Services
	Date of completion	4th Aug 2021
Head of Service	Name	
	Position	Operational Lead – Coventry Youth Offending Service – Help & Protection, Children's Services
Cabinet Member	Name	
	Portfolio	Children and Young People



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☒ Review of policy / strategy
- ☐ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

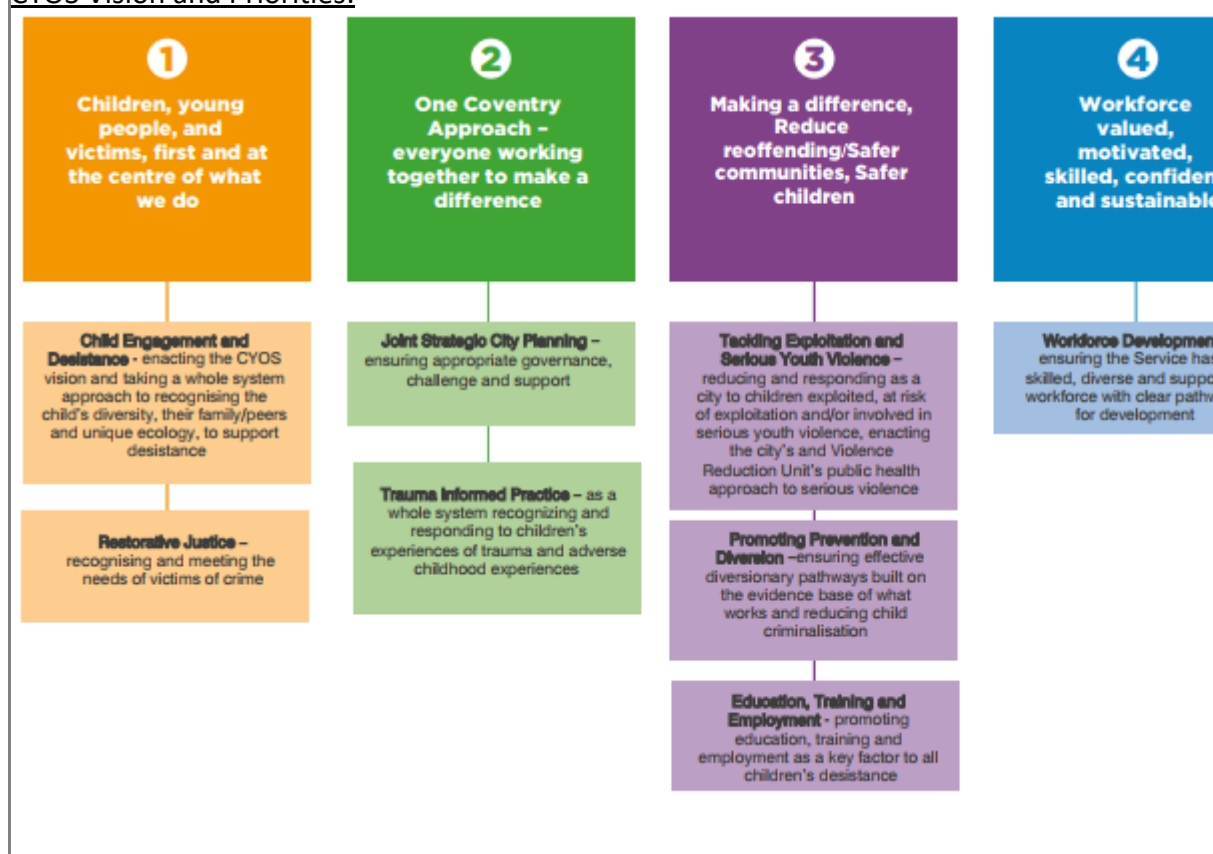
Local authorities have a statutory duty to submit an annual youth justice (YJ) plan relating to their provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth offending partnership's responsibilities in producing a plan. It states that it is

the duty of each local authority, after consultation with the partner agencies, to formulate and implement an annual youth justice plan, setting out:

- how youth justice services in their area are to be provided and funded
- how the youth offending team (YOT) or equivalent service will be composed and funded, how it will operate, and what functions it will carry out.

This plan outlines the priorities for Youth Justice Services in Coventry over the next 2 years following on from the self-evaluation against key performance indicators, and consultations with the partnership, children/families and the team. This framed the formation of Coventry Youth Offending Service Vision, a local adaption of the Youth Justice Board's 'Child First, Offender Second' approach. This plan builds upon an improvement plan formed following the self-assessment against the national standards for youth justice services, as well as consolidating approaches taken during the Covid 19 pandemic and the plan detailed in last year's Contingency and Recovery Plan.

CYOS Vision and Priorities:



1.3 Who are the main stakeholders involved? Who will be affected?

CYOS is a multi-agency team with a Management Board that includes key stakeholder partners and includes statutory partners in the Local Authority, Police, Probation and Health, alongside the Youth Panel Chair for Coventry and Warwickshire Courts, Service Manager for Positive Choices (Substance Misuse Agency), Operations Manager for Coventry & Warwickshire Prospects Service, and the Programme Manager for the Violence Reduction

Unit, alongside attendance from relevant Secure Estates, Chair of the Coventry Youth Partnership and agencies as required for updates.

The plan is jointly formed by the team, Management Board and engagement with children/young people and parents/carers open to the Service.

1.4 Who will be responsible for implementing the findings of this EIA?

Nick Jeffreys, Operational lead

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed, and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

- Page 21 of the plan details the services demographic picture:

There is an over-representation of White British, Black and Mixed Heritage children in the YOS cohort, and a large under-representation of Asian children. The groupings used as per defined by the Youth Justice Board for aggregated national comparisons. The ethnic makeup of the group was 53% White British, 9% White Ethnic Minority, 17% Black, 3% Asian, 14% Mixed Heritage, and 4% Refused or Unknown. As of January 2021, Coventry secondary schools had a population makeup of 47% White British, 9% White Ethnic Minority, 13% Black, 21% Asian, 7% Mixed Heritage, 2% Chinese / Other, and 1.0%.

Plan link to be added once published.

- page 22 there is an explicit section looking at disproportionality with a particular focus on children sentenced to custody and ethnicity

For children receiving custodial sentences, children identified as Black or Mixed Heritage' were significantly overrepresented. Although findings were consistent with the mentioned

YJB report (<https://www.gov.uk/government/publications/ethnic-disproportionality-in-remand-and-sentencing-in-the-youth-justice-system>), in that disposal outcomes were proportionate with offence type, circumstances, and pre-convictions, there remains work to understand the overrepresentation with this group; this is why disproportionality remains a priority across the next two years, and is a standing agenda item at Management Board. There is further data analysis information available on page 62 of the plan, which details over and under representation by ethnicity for the YOS cohort (compared to second school ethnicity data) and children sentenced to custody.

Based on this evidence, addressing disproportionality is identified as a key priority area with an improvement/business plan specific to this on pages 51 and 52.

Actions are:

Service open and honest – listening, responsive, effective and safe				YJB Child First Principles: Principle 3 & 4 YJB Strategic Pillars: Pillar 3, Priority 3 & 4 National Standards 1 - 5		
Addressing Disproportionately - Overall Leads - Abi Jones and Stacey Brown						
	Action	Lead	By When	Outcomes	Indicator	Relates Plans/Papers/Source Documents
1.	Actions against the service self-assessment as part of the regional Girls Working Group – actions tracked and monitored through Management Board	Abi Jones (Team Manager)	End of Q3	Improved transition arrangements	Reduced re-offending/arrest Reduced use of custody	National Standard Self-Assessment
2.	Leaflets in Police custody to be available in multiple languages.	Nick Jeffreys (Operational Lead)	End of Q2	Reduced disproportionality	Reduced number of first-time entrants	Lammy Review (2017) YJB Disproportionality Assessment (2021)
3.	Start of the in person 'levelling the playing field' mentoring offer and clear mentoring pathway defined between CYOS and Horizon.	Stacey Brown (Senior Practitioner)	End of Q2	Increased engagement with the 3 rd sector	Reduced re-offending/arrest Reduced number of first-time entrants	Domain 1 Self-assessment Mentoring and Peer Mentoring (2021) HMIP
4.	Continuation of disproportionality project and subsequent actions tracked and progressed through management Board, with explicit consideration to the recommendations the actions in 'Tackling racial disparity in the criminal justice system: 2020/21' and findings for CYOS that white children are more likely to receive out of court disposals	Stacey Brown (Senior Practitioner)	End of Q4 2022/23	Reduced disproportionality	Reduced re-offending/arrest Reduced use of custody Reduced number of first-time entrants	Tackling racial disparity in the criminal justice system: 2020/21 Lammy Review (2017) YJB Disproportionality Assessment (2021)
5.	Team awareness session on 'critical dialogue on anti-racism' facilitated by Dr Gurnam Singh	Nick Jeffreys (Operational Lead)	End of Q2	Reduced disproportionality	Reduced re-offending/arrest Reduced use of custody Increased and improved child/family/parent feedback	Interim Quality Assurance Review Action Domain 1 Self-assessment Tackling racial disparity in the criminal justice system: 2020/21
6.	The procurement of St Giles and Guiding Young Minds (Youth Engagement projects) for the coming year 2021-21, to improve the diversity of offer to children	Nick Jeffreys (Operational Lead)	End of Q4 2022/23	Improved diversity of offer	Reduced number of first-time entrants Reduced re-offending/arrest Reduced use of custody	Workforce Development Analysis and Strategy
7.	Review CYOS and Through Care processes to ensure appropriate provision particularly for care leavers and looked after children leaving custody.	Natasha Stirling (Operational Lead-Through Care)	End of Q2	Improved outcomes for children leaving custody	Reduced re-offending/arrest Reduced use of custody	Resettlement Strategy – recommendations. Reducing the unnecessary criminalisation of looked after children

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)

- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	The strategy and plan seek to outline how the Service will deliver on the CYOS vision, which will see the delivery of the service putting children at the centre of decision making.
Age 19-64	NI	
Age 65+	NI	
Disability	P	The improvement plan details much activity around ensuring appropriate health and education support for children, with a specific plan around improving the access to Speech and Language Therapists.
Gender reassignment	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including gender and gender reassignment.
Marriage and Civil Partnership	NI	
Pregnancy and maternity	P	The improvement plan includes a specific project around responding to girls within the youth justice system, which will explicitly consider support around pregnancy and maternity.
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	The service has commissioned a disproportionality project looking largely ethnic disproportionality and the business/improvement plan pages 51/52 details this.
Religion and belief	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including region and belief.
Sex	P	The plan on pages 51/52 details a current regional project looking at how YOTs can best respond to the needs of girls within the criminal justice system. The overrepresentation of boys to girls is reflective of the national youth justice system – comparative national data is available through

		the Youth Justice Board's Youth Justice Application Framework.
Sexual orientation	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including sexual orientation.

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics, and experiences, such as age, gender, disability, and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>	
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>The strategy outlines an improvement plan, which will aim to improve service delivery to children and support more children to improved</p>	

	outcomes and desistance, including addressing structural barriers and inequalities.
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> • Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income • Consider what the unintended consequences of your work might be
	<p>Response:</p> <p>The progression of the plan is expected to positively impact in the intergenerational transmission of ecological factors for families and a whole family offer will be made where parenting support is identified, through the CYOS Parenting Lead. The assessment framework used for all children takes a whole system approach and supports in identifying areas of structural inequality, which will then be addressed via a child's intervention plan.</p> <p>The plan outlines how children within the youth justice system are a group of children who have experienced trauma, and this has been outlined within the Punishing Abuse Report as detailed on page 21:</p> <p>Punishing Abuse Report- 2021(1) <i>The report presents the findings of a targeted review of 80 children across 11 authorities in the West Midlands (including Coventry) and West Mercia. The research began in 2018 co-funded by the West Midlands Combined Authority and West Midlands Police and Crime Commissioner (PCC) and has identified recommendations across the sector and those relevant to CYOS are reflected in the 2021-23 business and improvement plan. The report starkly highlights how children in the youth justice system have experienced early childhood abuse, loss, and structural inequalities.</i></p> <p>There is a specific priority on resettlement and looking at the whole system response to children exiting custody; it is expected that actions, as per the improvement plan, will support in this area of development.</p>

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2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

Actions outlined in the improvement and business plan.
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2.5 How will you monitor and evaluate the effect of this work?

Progression of the plan is monitored/evaluated via the quarterly CYOS Management Board through a quarterly update paper prepared by Nick Jeffreys Operational Lead for CYOS; the Management Board is made up of statutory and non-statutory leads who oversee the youth justice services within Coventry. The plan is also tracked operationally via CYOS's Management Meeting, which includes statutory partners.
--

2.6 Will there be any potential impacts on Council staff from protected groups?

The plan outlines CYOS's current workforce demographic and a graphic is viewable on page 54, with actions on pages 49, 50 and 51. Pages 16/17 of the plan detail progressive actions over the last year and a link to the plan will be added once published.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:

No impact has been identified for one or more protected groups ☐


Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

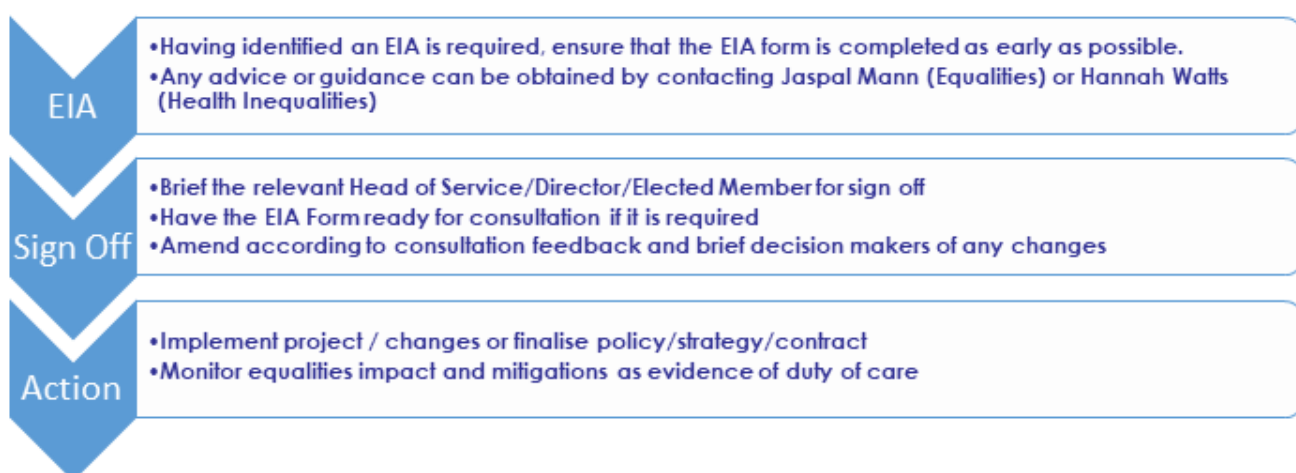
Signed: Head of Service:	Date:
	27.08.2021

	
Name of Director: John Gregg	Date sent to Director: 27.08.2021
Name of Lead Elected Member: Councillor P Seaman	Date sent to Councillor: 27.08.2021

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Coventry City Council's Youth Justice Strategy and Plan - 2021-23
EIA Author	Name	

	Position	Operational Lead – Coventry Youth Offending Service – Help & Protection, Children’s Services
	Date of completion	4 th Aug 2021
Head of Service	Name	
	Position	Operational Lead – Coventry Youth Offending Service – Help & Protection, Children’s Services
Cabinet Member	Name	
	Portfolio	Children and Young People



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☒ Review of policy / strategy
- ☐ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

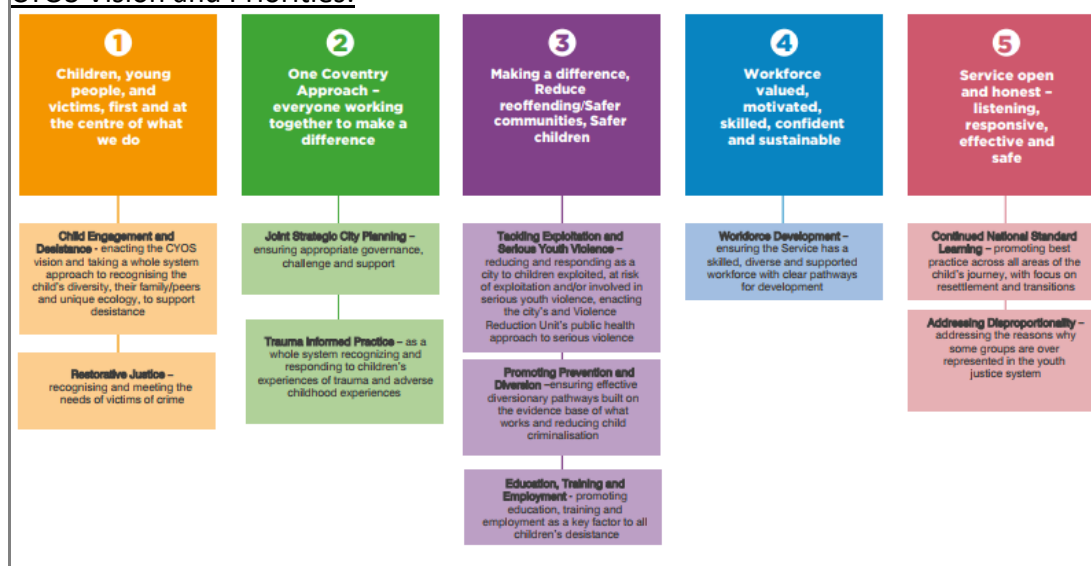
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1.3 Who are the main stakeholders involved? Who will be affected?

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The plan is jointly formed by the team, Management Board and engagement with children/young people and parents/carers open to the Service.

1.4 Who will be responsible for implementing the findings of this EIA?

Nick Jeffreys, Operational lead

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

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- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

- Page 21 of the plan details the services demographic picture:

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Plan link to be added once published.

- page 22 there is an explicit section looking at disproportionality with a particular focus on children sentenced to custody and ethnicity

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Based on this evidence, addressing disproportionality is identified as a key priority area with an improvement/business plan specific to this on pages 51 and 52.

Actions are:

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Addressing Disproportionately - Overall Leads - Abi Jones and Stacey Brown						
	Action	Lead	By When	Outcomes	Indicator	Relates Plans/Papers/Source Documents
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3.	Start of the in person 'levelling the playing field' mentoring offer and clear mentoring pathway defined between CYOS and Horizon.	Stacey Brown (Senior Practitioner)	End of Q2	Increased engagement with the 3 rd sector	Reduced re-offending/arrest Reduced number of first-time entrants	Domain 1 Self-assessment Mentoring and Peer Mentoring (2021) HMIP
4.	Continuation of disproportionality project and subsequent actions tracked and progressed through management Board, with explicit consideration to the recommendations the actions in 'Tackling racial disparity in the criminal justice system: 2020/21' and findings for CYOS that white children are more likely to receive out of court disposals	Stacey Brown (Senior Practitioner)	End of Q4 2022/23	Reduced disproportionality	Reduced re-offending/arrest Reduced use of custody Reduced number of first-time entrants	Tackling racial disparity in the criminal justice system: 2020/21 Lammy Review (2017) YJB Disproportionality Assessment (2021)
5.	Team awareness session on 'critical dialogue on anti-racism' facilitated by Dr Gurnam Singh	Nick Jeffreys (Operational Lead)	End of Q2	Reduced disproportionality	Reduced re-offending/arrest Reduced use of custody Increased and improved child/family/parent feedback	Interim Quality Assurance Review Action Domain 1 Self-assessment Tackling racial disparity in the criminal justice system: 2020/21
6.	The procurement of St Giles and Guiding Young Minds (Youth Engagement projects) for the coming year 2021-21, to improve the diversity of offer to children	Nick Jeffreys (Operational Lead)	End of Q4 2022/23	Improved diversity of offer	Reduced number of first-time entrants Reduced re-offending/arrest Reduced use of custody	Workforce Development Analysis and Strategy
7.	Review CYOS and Through Care processes to ensure appropriate provision particularly for care leavers and looked after children leaving custody.	Natasha Stirling (Operational Lead-Through Care)	End of Q2	Improved outcomes for children leaving custody	Reduced re-offending/arrest Reduced use of custody	Resettlement Strategy – recommendations. Reducing the unnecessary criminalisation of looked after children

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type	Nature of impact and any mitigations required
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	P, N, PN, NI or ID	
Age 0-18	P	The strategy and plan seek to outline how the Service will deliver on the CYOS vision, which will see the delivery of the service putting children at the centre of decision making.
Age 19-64	NI	
Age 65+	NI	
Disability	P	The improvement plan details much activity around ensuring appropriate health and education support for children, with a specific plan around improving the access to Speech and Language Therapists.
Gender reassignment	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including gender and gender reassignment.
Marriage and Civil Partnership	NI	
Pregnancy and maternity	P	The improvement plan includes a specific project around responding to girls within the youth justice system, which will explicitly consider support around pregnancy and maternity.
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	The service has commissioned a disproportionality project looking largely ethnic disproportionality and the business/improvement plan pages 51/52 details this.
Religion and belief	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including region and belief.
Sex	P	The plan on pages 51/52 details a current regional project looking at how YOTs can best respond to the needs of girls within the criminal justice system. The overrepresentation of boys to girls is reflective of the national youth justice system – comparative national data is available through the Youth Justice Board's Youth Justice Application Framework.
Sexual orientation	P	The improvement plan details activity to support children in recognising and responding to a child's unique identity, including sexual orientation.

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics, and experiences, such as age, gender, disability, and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>	
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	Response:	<p>The strategy outlines an improvement plan, which will aim to improve service delivery to children and support more children to improved outcomes and desistance, including addressing structural barriers and inequalities.</p>
2.3b How might your work affect HI (positively or negatively).	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income 	

How might your work address the needs of different groups that share protected characteristics	<ul style="list-style-type: none"> Consider what the unintended consequences of your work might be
	<p>Response:</p> <p>The progression of the plan is expected to positively impact in the intergenerational transmission of ecological factors for families and a whole family offer will be made where parenting support is identified, through the CYOS Parenting Lead. The assessment framework used for all children takes a whole system approach and supports in identifying areas of structural inequality, which will then be addressed via a child's intervention plan.</p> <p>The plan outlines how children within the youth justice system are a group of children who have experienced trauma, and this has been outlined within the Punishing Abuse Report as detailed on page 21:</p> <p>Punishing Abuse Report- 2021(1) <i>The report presents the findings of a targeted review of 80 children across 11 authorities in the West Midlands (including Coventry) and West Mercia. The research began in 2018 co-funded by the West Midlands Combined Authority and West Midlands Police and Crime Commissioner (PCC) and has identified recommendations across the sector and those relevant to CYOS are reflected in the 2021-23 business and improvement plan. The report starkly highlights how children in the youth justice system have experienced early childhood abuse, loss, and structural inequalities.</i></p> <p>There is a specific priority on resettlement and looking at the whole system response to children exiting custody; it is expected that actions, as per the improvement plan, will support in this area of development.</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

Actions outlined in the improvement and business plan.

2.5 How will you monitor and evaluate the effect of this work?

Progression of the plan is monitored/evaluated via the quarterly CYOS Management Board through a quarterly update paper prepared by Nick Jeffreys Operational Lead for CYOS; the Management Board is made up of statutory and non-statutory leads who oversee the youth justice services within Coventry. The plan is also tracked operationally via CYOS's Management Meeting, which includes statutory partners.

2.6 Will there be any potential impacts on Council staff from protected groups?

The plan outlines CYOS's current workforce demographic and a graphic is viewable on page 54, with actions on pages 49, 50 and 51. Pages 16/17 of the plan detail progressive actions over the last year and a link to the plan will be added once published.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	

Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

Both positive and negative impact has been identified for one or more protected groups ☐

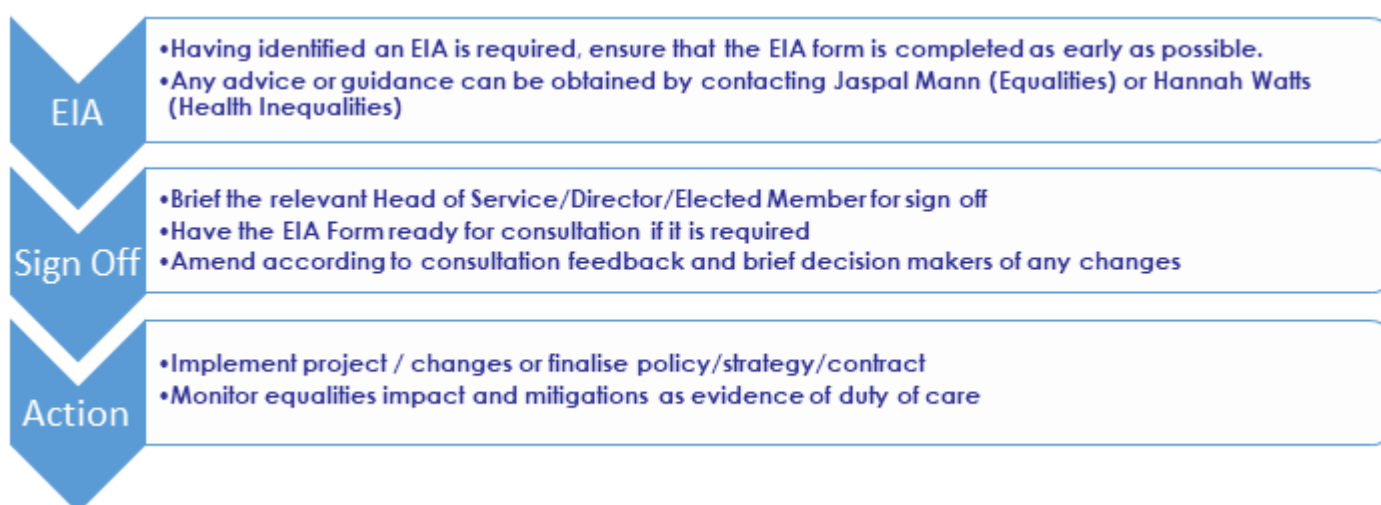
4.0 Approval

Signed: Head of Service: 	Date: 27.08.2021
Name of Director: John Gregg	Date sent to Director: 27.08.2021
Name of Lead Elected Member: Councillor P Seaman	Date sent to Councillor: 27.08.2021

Email completed EIA to equality@coventry.gov.uk

Title of EIA	Housing Enforcement Team Proposed Restructure
EIA Author	Name Carmen Palmer/ Adrian Chowns

	Position	HR Advisor/ Property Licensing and Housing Enforcement Manager
	Date of completion	2 nd November 2021
Head of Service	Name	Andrew Walster
	Position	Director Streetscene and Regulatory Services
Cabinet Member	Name	Councillor D Welsh and A S Khan
	Portfolio	Housing and Communities and Policing and Enforcement



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☐ Review of policy / strategy
- ☒ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

The following reasons explain in more detail the need for deleting the Housing Enforcement Officers posts and replacing them with Environmental Officer posts, while also restructuring the team to secure other posts for delivering the additional key services.

1. The Service needs sufficient experienced Environmental Health Officers as the future activities of the Housing Enforcement Team will be more varied and predominantly more enforcement based.
2. The service area has reduced significantly over the past few years as a result of budget savings and ER/VR. It is necessary to review the current resource to ensure it is being used in the most efficient way.
3. There is a higher demand for enforcement work, in particular new powers relating to tenants rights etc.
4. There are limited career progression opportunities for some roles. The deletion of the Housing Enforcement Officer posts at Grade 5 and creating an Empty Dwellings Officer post at Grade 6 and Environmental Health Officer posts at Grade 7 will assist lines of progression for junior staff along with providing a saving against the salary budget.
5. The proposal supports the continued development of highly skilled officers able to tackle the serious and complex problems causing the most detriment to our communities.
6. The proposal will enable greater resilience with the expectation that the EHOs will undertake a wide range of enforcement duties, reflecting their wider qualification and higher grading.

1.3 Who has primary responsibility for delivery?

Davina Blackburn

1.4 Who are the main stakeholders involved? Who will be affected?

Employees in the Regulatory Services Team
Members of the public to whom we provide services
Trades Unions

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The proposal will mean that there is a change in who delivers the frontline services so there will be no loss of service provision to customers. The change in staff will provide a positive outcome because the EHOs will be able to provide a more varied service using a wider range of powers. EHOs by profession also have a detailed understanding of the link between poor housing and poor health which will benefit service users when they are dealing with their concerns. It will be expected that EHOs will also improve service delivery by streamlining processes and procedures to make the services more efficient and effective, which in turn will benefit service users.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	PN	The Service does not currently collect data so cannot identify specific impacts for specific groups however it is expected that when the changes are introduced that the additional skills, knowledge and experience of the postholders within the proposed new structure will enable the team to gather such information
Age 19-64	PN	As above
Age 65+	PN	As above

Disability	PN	As above
Gender reassignment	PN	As above
Marriage and Civil Partnership	PN	As above
Pregnancy and maternity	PN	As above
Race (Including: colour, nationality, citizenship ethnic or national origins)	PN	As above
Religion and belief	PN	As above
Sex	PN	As above
Sexual orientation	PN	As above

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at</p>
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https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>There is a strong association between poor housing and poor health. Housing is a key determinant of health and those living in the private rented sector from lower socio- economic groups are more affected by poor housing conditions. The services provided assist in addressing poor housing conditions for of the most vulnerable in society. The following link provides access to the Indices of Multiple Deprivation mapping system http://dclgapps.communities.gov.uk/imd/iod_index.html By using this you can see the link between dperivation and certain parts of the city where there is a higher concentration of privately rented properties.</p> <p>The proposals relate to an internal change of structure and will enable the Team to make the service more efficient, focussed and effective therefore providing a positive impact to service users.</p>	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>There will be no significant change to services and, if anything more services will be provided therefore improving the service offering and</p>	

	<p>the impact on all groups. Vulnerable groups and those typically from lower socio-economic areas are generally living in poor conditions in the Private Rented Sector. The service therefore impacts on the outcomes of these groups by improving their living conditions and standards of living.</p>
	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>There will be no significant change to services and, if anything more services will be provided therefore improving the service offering and the impact on all groups. Homeless people and other vulnerable members of society are generally housed by the Council in privately rented properties. As part of a multi agency approach the service ensures that those properties are meeting minimum property standards and therefore provide safe and healthy living accommodation.</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

The service will aim to gather data during its inspection process about its service users to understand the impact the action it takes has on equality and health inequalities.

2.5 How will you monitor and evaluate the effect of this work?

The service will aim to begin collecting equalities data during the inspection process to determine information about the different service users and whether particular groups are being adversely affected by the service provided and the accommodation provided to them by the landlords. This will be developed with the Public Health team to ensure that information about all of the relevant protected characteristics is gathered.

2.6 Will there be any potential impacts on Council staff from protected groups?

The Team that is likely to be affected by the proposals is five members of staff (three male and two female). The specifics regarding the equalities data has not been included here because the group affected is a small one and therefore identifying protected characteristics would be possible.

Men make up 60% of the employees that may be affected by the proposals. The whole group including women are all in a pool carrying out the same duties and all of them will be provided with the same opportunity to apply for ring fenced/redeployment posts. Implementation for all affected employees will be in accordance with Coventry City Council's Security of Employment Agreement.

There are no disproportionate affects based on other protected characteristics.

All of the identified staff potentially affected are permanent employees and there are no externally contracted employees in the Housing Enforcement Team.

Consultation meetings will be held which will set out the options available to each employee, including, redeployment, early retirement and/or voluntary redundancy. The proposals could therefore result in job losses.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Head Count

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:

No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☐

Negative impact has been identified for one or more protected groups ☒

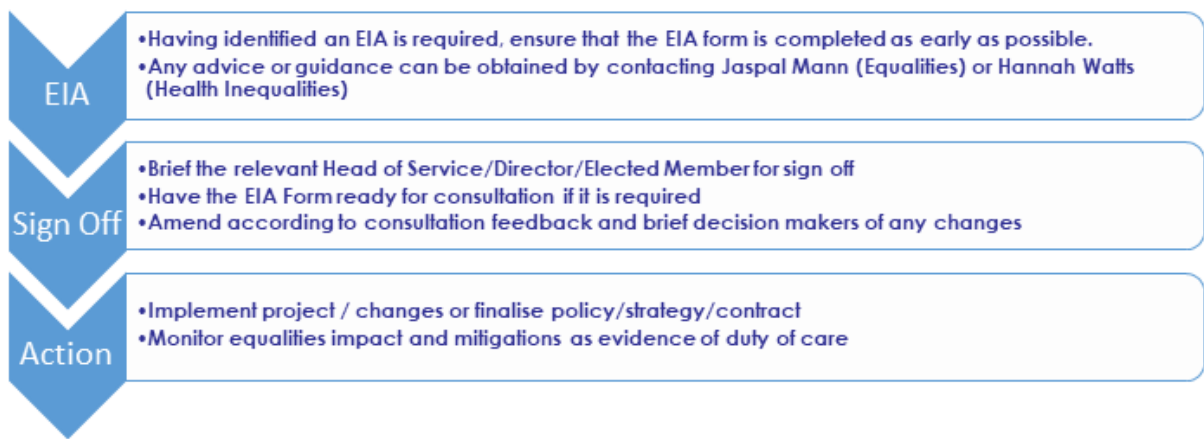
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: Davina Blackburn	Date: 5/11/2021
Name of Director: Andrew Walster	Date sent to Director: 5/11/2021
Name of Lead Elected Member: Councillor D Welsh and A S Khan	Date sent to Councillor:

Email completed EIA to equality@coventry.gov.uk

Title of EIA		EIA Affordable Housing SPD
EIA Author	Name	Clare Eggington
	Position	Principal Town Planner (Planning Policy)
	Date of completion	04/02/2022
Head of Service	Name	David Butler
	Position	Head of Planning Policy and Environment
Cabinet Member	Name	Councillor David Welsh
	Portfolio	Housing and Communities



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
☐ New service
☐ Review of policy / strategy
☐ Review of service
☐ Commissioning
☒ Other project (*please give details*) *Supplementary Planning Document for Affordable Housing*

1.2 In summary, what is the background to this EIA?

The Affordable Housing Supplementary Planning Document (SPD) adds further details to the Local Plan which was adopted on 6th December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the adopted Coventry Local Plan. The aim of this SPD is to facilitate the delivery of affordable homes as set out in the plan and in compliance with the most up to date national policy as set out in the National Planning Policy Framework.

The additional guidance provided within the SPD sets out the different types of affordable housing as defined by Government and provides the detail on how these should be delivered. This includes setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

1.3 Who are the main stakeholders involved? Who will be affected?

Developers who are required to deliver affordable housing, providers of affordable housing, and those members of the community who need to access affordable homes. The National Planning Policy Framework (NPPF) defines affordable housing as 'housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/ or is for essential local workers)'. Further detail on the definition can be found here <https://www.gov.uk/government/publications/national-planning-policy-framework--2> : this includes detail on the different types of product including affordable housing for rent, starter homes, discounted market sales housing and other affordable routes to home ownership.

1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence including a Strategic Housing Market Assessment. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here <https://www.coventry.gov.uk/localplan>

This SPD details how the policy will be delivered, setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*


Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	Affordable housing is aimed at those whose needs are not met by the market. Whilst those aged 0-18 would generally not be directly able to access affordable products, many will live in households where their parents and carers will not be able to afford open market homes and thus they will indirectly benefit from the policy. 22.5% of children live in low income families which is above the regional and national average (20.2% and 17% respectively) ¹
Age 19-64	P	Affordable housing is aimed at those whose needs are not met by the market. The average gross disposable household income for Coventry is below the regional and national average (£15,353 per head per annum compared to £18,222 and £21,609 respectively in 2018), and the average house price was £185,000 (October 2019 to September 2020 figures). Currently the claimant count stands at 15,320 (ONS July 2021) compared to 8,000 in March 2020. As well as the affordable housing for rent

		product, the government is promoting a variety of routes to home ownership including starter homes and discounted market sales housing which are most likely to apply to this age group.
Age 65+	P	See above in terms of disposable household income and average house prices. Some affordable housing products (as defined by the Government in the National Planning Policy Framework) will be applicable depending upon the individual / household circumstances
Disability	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Gender reassignment	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Marriage and Civil Partnership	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Pregnancy and maternity	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Race (Including: colour, nationality, citizenship ethnic or national origins)	ID	No direct impact although Coventry has a diverse population and affordable products will be applicable depending upon the individual / household circumstances
Religion and belief	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Sex	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Sexual orientation	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances

HEALTH INEQUALITIES

2.3	Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for
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<p>good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information.</p> <p>More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>The Affordable Housing SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See https://www.coventry.gov.uk/localplan</p> <p>This was supplemented by a Health Impact Assessment SPD which provided further detail and guidance including that in relation to affordable housing. See https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd</p>	
2.3b How might your work affect HI (positively	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income 	

<p>or negatively).</p> <p>How might your work address the needs of different groups that share protected characteristics</p>	<ul style="list-style-type: none"> Consider what the unintended consequences of your work might be
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>The Health Impact Assessment SPD referred to above includes the following:</p> <div data-bbox="373 931 424 1048">  </div> <p>b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>Ensuring access to a range of affordable housing products to meet a range of needs and circumstances is a key aim of the Local Plan housing policies and the SPD provides the further detail to ensure that policy can be delivered.</p> <p>Whilst the SPD cannot directly influence the detail of the end-user of the product (as this is for the registered providers / developers who deliver the products to determine in terms of prioritisation and access to the product), Policy H6 of the Local Plan (upon which this SPD elaborates) sets the context for deciding what type of affordable housing product would be more appropriate in a particular area of the city. For example, Policy H6 requires an affordable tenure split of 10% Social/Affordable Rent and 15% Intermediate Provision in areas with existing high concentrations of social housing. This is to both ensure that there is no over-concentration of social rent, but also to promote affordable home ownership in areas where there is a shortfall of opportunity to get on the housing ladder. This will therefore positively benefit first time buyers on low incomes.</p>

Policy H6 of the Local Plan sets out the context, and the SPD provides the detail for ensuring that the developer delivers an appropriate type of affordable product and that this is then secured via legal agreement.

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively. The Local Plan (Policy H6) requires that developers should provide 25% of all dwellings as affordable homes (on developments of 25 homes or more or on sites larger than 1ha) unless robust evidence is given to demonstrate a lower figure or an alternative means of delivery.

The government's definition of 'affordable housing' in a planning context (as set out in the National Planning Policy Framework glossary) is very broad and includes affordable housing for rent, starter homes, discounted market sales housing and 'other affordable routes to home ownership'

To ensure the delivery of homes that are affordable for members of every community within Coventry, the city's affordable housing policy H6 also responds to spatial considerations that reflect the existing housing stock in areas of the city. This is to avoid over-concentration of particular tenures of affordable housing to secure diverse communities and also to provide homes in areas of the city where the market cannot.

It is the objective of Policy H6 to promote varying tenure mixes in the city to ensure that residential proposals more appropriately reflect their locations in Coventry. For example, Policy H6 requires an affordable tenure split of 10% Social/Affordable Rent and 15% Intermediate Provision in areas with existing high concentrations of social housing. This is to both ensure that there is no over-concentration of social rent, but also to promote affordable home ownership in areas where there is a shortfall of opportunity to get on the housing ladder. This will therefore positively benefit first time buyers on low incomes.

In addition to the housing types and tenures the SPD also makes recommendations in terms of securing appropriate design and space standards to ensure that the occupants are fully integrated into the wider community

The SPD elaborates on adopted Policy H6 and provides detailed guidance for developers to ensure that affordable housing of an appropriate type and tenure is delivered in relation to the part of the city to which the application relates in order to meet the needs of those communities. Once that detail has been agreed with the Council's housing, planning and legal teams (which would be on a case by case basis at that stage) the commitment to deliver would be secured via a Section 106 legal agreement.

2.5 How will you monitor and evaluate the effect of this work?

The Local Plan already includes monitoring indicators which keep track of how much affordable housing is delivered annually. However, the SPD provides clarity to the process which will assist with more efficient delivery. The S106 legal agreements are monitored so it can be seen where contributions are being secured. However there is scope to improve the monitoring process and this is an action which will be undertaken by the planning policy team to consider moving forwards. In terms of the outcomes of further monitoring, if there

are issues which are emerging, this can then be fed into a review of the wider local Plan policies.

2.6 Will there be any potential impacts on Council staff from protected groups?

No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
-------	--

Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

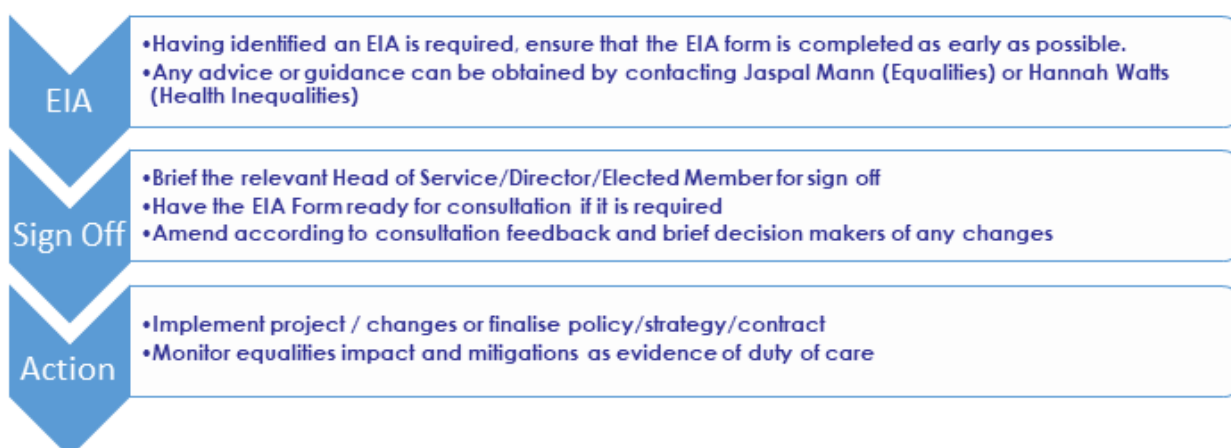
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: David Butler 	Date: 07/02/2022
Name of Director: Andrew Walster	Date sent to Director: 16/02/2022
Name of Lead Elected Member: Councillor D Welsh	Date sent to Councillor: 16/02/2022

Email completed EIA to equality@coventry.gov.uk

Title of EIA		EIA Open Space SPD
EIA Author	Name	Clare Eggington
	Position	Principal Town Planner (Planning Policy)
	Date of completion	01/09/2021
Head of Service	Name	David Butler
	Position	Head of Planning Policy and Environment
Cabinet Member	Name	Councillor David Welsh
	Portfolio	Housing and Communities



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

☐ New policy / strategy

☐ New service

☐ Review of policy / strategy

☐ Review of service

☐ Commissioning

☒ Other project (*please give details*) *Supplementary Planning Document for Open Space*

1.2 In summary, what is the background to this EIA?

The Open Space Planning Document (SPD) adds further details to the Local Plan which was adopted on 6th December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

The purpose of the Open Space SPD is to set out the Council's approach towards the provision of public open space in new residential development. It supplements Policy GE1 of the adopted Local Plan, which states that: "new development proposals should make provision

for green infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation”.

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery.

1.3 Who are the main stakeholders involved? Who will be affected?

Developers who are required to deliver open spaces as part of their proposals, those who deliver and maintain the open space, and those members of the community who will use the open space.

1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence including the Green Infrastructure Study and Green Space Strategy. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be found sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here <https://www.coventry.gov.uk/localplan>

This SPD details how the policy will be delivered, providing clear information for developers about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	Almost a fifth of Coventry City Council's residents are aged 0-15. Access to open space, including suitable play facilities, is a fundamental need for development, health and wellbeing. 22.5% of children live in low income families which is above the regional and national average (20.2% and 17% respectively) ¹ . Ensuring that developments provide appropriate, safe, accessible, well designed and good quality play and recreation facilities is essential.
Age 19-64	P	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. 67% of Coventry City Council's residents are aged between 16 and 64. Being of working age, these are the largest group likely to be accessing homes on new developments and will directly benefit from the provision of safe and well designed open space in relation to that development.
Age 65+	P	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. 13.5% of Coventry City Council's residents are aged 65 and over and will benefit from a range of good quality, safe and well designed accessible open spaces including those relating to new developments.
Disability	P	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. Safe and well designed

		open spaces can positively contribute to mental and physical wellbeing. 17.7% of Coventry City Council's residents have a limiting long term health problem or disability and appropriate open space provision may have a positive impact.
Gender reassignment	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Marriage and Civil Partnership	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Pregnancy and maternity	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Religion and belief	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Sex	P	No direct impact although individuals may still benefit from safe and well designed open space provision
Sexual orientation	P	No direct impact although individuals may still benefit from safe and well designed open space provision

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p>
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<p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>The Open Space SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See https://www.coventry.gov.uk/localplan This was supplemented by a Health Impact Assessment SPD which provided further detail and guidance including that in relation to open space. See https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd</p>	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
	Response:	

a. Potential outcomes including impact based on socio-economic status or geographical deprivation

The Health Impact Assessment SPD referred to above includes the following:

Category 3: Access to open space and nature

Providing secure, convenient and attractive open/green space can lead to more physical activity and reduce levels of heart disease, strokes and other ill-health problems that are associated with both sedentary occupations and stressful lifestyles. There is growing evidence that access to parks and open spaces and nature can help to maintain or improve mental health.

The patterns of physical activity established in childhood are perceived to be a key determinant of adult behaviour; a growing number of children are missing out on regular exercise, and an increasing number of children are being diagnosed as overweight and obese. Access to play spaces, community or sport facilities such as sport pitches can encourage physical activity. There is a strong correlation between the quality of open space and the frequency of use for physical activity, social interaction or relaxation.

Considerations	Negative effects	Positive Effects	Relevant Local Plan Policies and Supplementary Planning Documents
<ul style="list-style-type: none"> • Opportunities for physical activity • Access to open and natural space, including water fronts • Formal and informal outdoor play spaces • Maintenance of open space and sports facilities • Integration with other outdoor uses such as growing food 	<p>Failing to protect local green spaces and playing fields near to communities can limit opportunities for physical activity.</p> <p>Green spaces that are of poor quality, feel unsafe, or are inaccessible will discourage physical activity and social interaction</p> <p>Failing to provide a range of different types of open and play spaces may place pressure on</p>	<p>The provision of publicly accessible blue space, green spaces and play spaces can encourage physical activity and maintain or improve mental health</p> <p>A growing population, particularly an increase in children will require a range of formal and informal play spaces and equipment</p> <p>Natural spaces and tree cover provide areas of shade and can improve air quality in urban areas</p>	<ul style="list-style-type: none"> • DE1: Ensuring High Quality Design • DS3: Sustainable Development Policy • EM4: Flood Risk Management • EM5: Sustainable Drainage Systems (SuDS) • H3: Provision of New Housing • GE1: Green Infrastructure • GE2: Green Space • IM1: Developer Contributions for Infrastructure
<ul style="list-style-type: none"> • Maximising green infrastructure in urban environments (including green roof systems and gardens and green walls) 	<p>existing spaces where formal and informal activities may conflict with each other</p>	<p>There may be opportunities to integrate play spaces with other related health and environmental programmes such as food growing and increasing biodiversity</p> <p>Green walls can also provide insulation or shading and cooling</p> <p>Green infrastructure can reduce flood risk</p>	<ul style="list-style-type: none"> • R2: Coventry City Centre – Development Strategy • Community Infrastructure Levy

b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.

Ensuring access to a range of suitable open spaces in relation to new developments will meet a range of needs and circumstances: this is a key aim of the Local Plan housing and green infrastructure policies and the SPD provides the further detail to ensure that those policies can be delivered.

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively

2.5 How will you monitor and evaluate the effect of this work?

The Local Plan includes monitoring indicators which includes monitoring new green infrastructure in line with the Green Space Strategy

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2.6 Will there be any potential impacts on Council staff from protected groups?

No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	

Unknown	
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Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

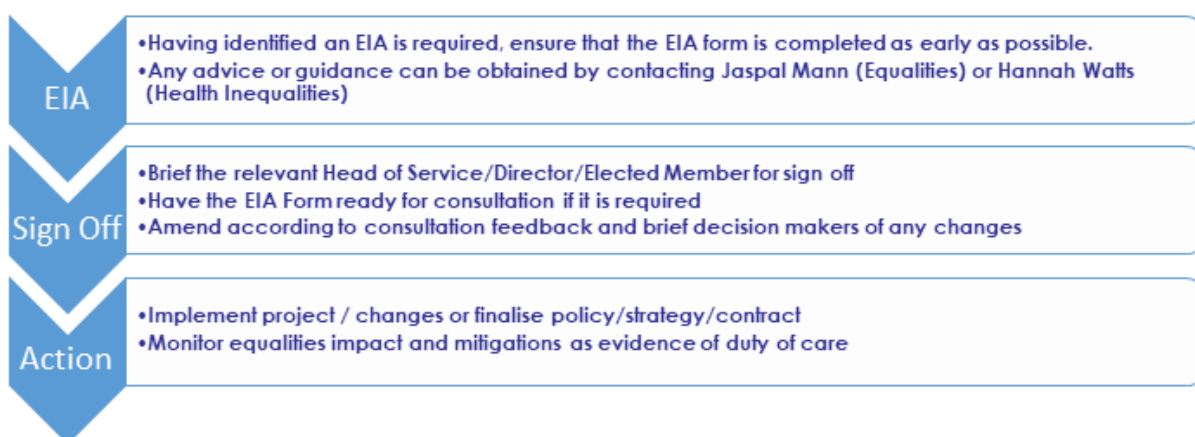
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: David Butler 	Date: 07/02/2022
Name of Director: Andrew Walster	Date sent to Director: 10/02/2022
Name of Lead Elected Member: Councillor David Welsh	Date sent to Councillor: 15/02/2022

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Relocation Policy
EIA Author	Name	Bob Perks
	Position	Senior HR Manager
	Date of completion	14th September 2021
Head of Service	Name	Sue Newing
	Position	Director of HR
Cabinet Member	Name	Richard Brown
	Portfolio	Strategic Finance & Resources



PLEASE REFER TO EIA GUIDANCE FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☒ Review of policy / strategy
- ☐ Review of service
- ☐ Commissioning
- ☐ Other project (*please give details*)

1.2 In summary, what is the background to this EIA?

This EIA relates to some relatively minor revisions to the Relocation Policy whereby, in certain cases, the expenses associated with relocation to within 15 miles of Coventry city centre are reimbursed for new employees. The policy applies to posts grade 5 and above and will only impact upon hard to fill roles. Eg Childrens Social Workers.

1.3 Who are the main stakeholders involved? Who will be affected?

Those who will be affected are new employees joining the Council, who currently live more than 30 miles from Coventry city centre, and as a consequence of their new employment with the Council need to relocate.

1.4 Who will be responsible for implementing the findings of this EIA?

HR

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The effect of the revised policy is a modest improvement for all new employees joining the Council to whom the Relocation Policy is applied. This improvement will be the same for all new employees regardless of protected characteristics.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Please

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	
Age 19-64	NI	
Age 65+	NI	
Disability	NI	
Gender reassignment	NI	
Marriage and Civil Partnership	NI	
Pregnancy and maternity	NI	
Race (Including: colour, nationality, citizenship ethnic or national origins)	NI	
Religion and belief	NI	
Sex	NI	
Sexual orientation	NI	

HEALTH INEQUALITIES

2.3	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p>
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<p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response: The improvements made to the Relocation Policy will have a positive impact on the health and well-being of those to whom it is applied in that it will assist new employees to move nearer to their workplace, thus avoiding the negative impacts of long commutes and / or living away from home during the working week. The improvements will also help us to recruit to 'hard to fill' posts, many of which are directly concerned with the delivery of social care, particularly in Children's Services.</p>	
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
	<p>Response:</p>	

	<p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>The Relocation Policy particularly assists those new employees who are moving from lower housing cost areas</p>
	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>n/a</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

N/A

2.5 How will you monitor and evaluate the effect of this work?

Take up of the policy will be monitored after an appropriate period.

2.6 Will there be any potential impacts on Council staff from protected groups?

Yes there is potentially a positive impact across all protected groups

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

(the figures below relate to applicants to join the Council during the first quarter of 2021/22)

Sex: Age:

Female	n/a
Male	n/a
16-24	996

25-34	1441
35-44	1058
45-54	870
55-64	406
65+	24

Disability:

Disabled	4374
Not Disabled	362
Prefer not to state	97
Unknown	

Ethnicity: Religion:

Any other	n/a
Buddhist	n/a
Christian	n/a
Hindu	n/a
Jewish	n/a
Muslim	n/a
No religion	n/a
Sikh	n/a
Prefer not to state	n/a
Unknown	n/a

White	2838
Black, Asian, Minority Ethnic	1905
Prefer not to state	92
Unknown	

Sexual Orientation:

Heterosexual	4196
LGBT+	324
Prefer not to state	314
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

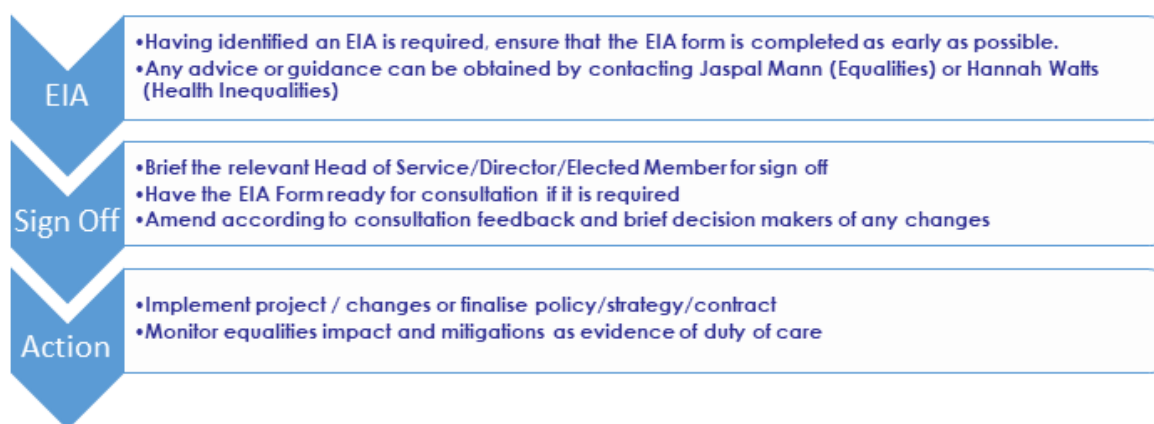
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service:	Date:
Robert Perks	27/09/2021
Name of Director: 	Date sent to Director:
	16/09/21
Name of Lead Elected Member:	Date sent to Councillor:
A minor change to the policy, therefore not required to be signed off by the elected member.	

Email completed EIA to equality@coventry.gov.uk

Title of EIA		EIA Energy SPD
EIA Author	Name	Clare Eggington
	Position	Principal Town Planner (Planning Policy)
	Date of completion	04/02/2022
Head of Service	Name	David Butler
	Position	Head of Planning Policy and Environment
Cabinet Member	Name	Councillor David Welsh
	Portfolio	Housing and Communities



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
- ☐ New service
- ☐ Review of policy / strategy
- ☐ Review of service
- ☐ Commissioning
- ☒ Other project (*please give details*) *Supplementary Planning Document for Energy*

1.2 In summary, what is the background to this EIA?

The Energy Supplementary Planning Document (SPD) adds further details to the Local Plan which was adopted on 6th December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

Providing further guidance on building standards as they relate to carbon reduction and climate change over the Plan period to 2031 is a key commitment set out in Policy EM2 (Building Standards) of the adopted Coventry Local Plan. The aim of this SPD is to provide

technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city.

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development.

1.3 Who are the main stakeholders involved? Who will be affected?

Developers of proposed schemes which require planning applications, local communities including people who will live or work in the proposed developments, other stakeholders including those developing technologies to address climate change and those organisation involved in dealing with matters of climate change and sustainability.

1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence and information including the Building Regulations and Building for Life standards. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be found sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here

<https://www.coventry.gov.uk/localplan>

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the

council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	More efficient use of energy contributes to reduction in carbon emissions and addressing the impacts of climate change. The SPD is legally only allowed to provide further guidance to adopted policy, and is only able to encourage developers to follow its recommendations in terms of good practice so it is not possible to quantify what the direct impact will be on this group. 19.5% of Coventry City Council residents are aged 15 and under and children and young people stand to gain the most benefit from the policies dealing with the implementation of sustainable energy practices over the long term.
Age 19-64	P	More efficient use of energy contributes to reduction in carbon emissions and addressing the impacts of climate change. The SPD is legally only allowed to provide further guidance to adopted policy, and is only able to encourage developers to follow its recommendations in terms of good practice so it is not possible to quantify what the direct impact will be on this group. Coventry has a higher than average number of residents of working age (67% compared to 61.7% for the West Midlands and 62.4% for England) however so it stands to reason that a significant portion of the population will positively benefit from the implementation of policies which encourage sustainable energy practices. This is especially pertinent for those households currently identified as being in fuel poverty: 2019 figures show that at 18.8% overall this is significantly above the regional average of 17.5 % and 13.4% for England.
Age 65+	P	13.5% of Coventry's population are aged 65+ (compared to 18.6% and 18.4% for the West Midlands and England)

		respectively). As above, all sectors of the population will benefit from more sustainable energy practices although because of the scope of the SPD it is not possible to quantify this. See above regarding comments on fuel poverty which also applies here.
Disability	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Gender reassignment	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Marriage and Civil Partnership	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Pregnancy and maternity	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Race (Including: colour, nationality, citizenship ethnic or national origins)	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Religion and belief	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Sex	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Sexual orientation	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.

HEALTH INEQUALITIES

2.3	Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for
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<p>good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
	<p>Response:</p> <p>The Energy SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See https://www.coventry.gov.uk/localplan This was supplemented by a Health Impact Assessment SPD which provided further detail and guidance including that in relation to climate change. See https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd</p>	
2.3b How might your work affect HI (positively or negatively).	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman on a high income 	

<p>How might your work address the needs of different groups that share protected characteristics</p>	<ul style="list-style-type: none"> Consider what the unintended consequences of your work might be
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>The Health Impact Assessment SPD referred to above states (pages 18 / 19):</p> <p>‘There is a clear link between climate change and health. Coventry is a Marmot City and the Marmot Review is clear that local areas should prioritise policies and interventions that ‘reduce health inequalities and mitigate climate change’ because of the likelihood that people with the poorest health would be hit hardest by the impacts of climate change.</p> <p>The planning system is at the forefront of both trying to reduce carbon emissions and to adapt urban environments to cope with higher temperatures, more uncertain rainfall, and more extreme weather events and their impacts such as flooding. Poorly designed homes can lead to fuel poverty in winter and overheating in summer, contributing to excess winter and summer deaths. For example homes which are poorly insulated or badly orientated will cost more to heat which will disproportionately affect those on low incomes especially as gas and electricity prices rise. Developments that take advantage of sunlight, tree planting and accessible green/brown roofs have the potential to contribute towards the mental wellbeing of residents, as well as their physical wellbeing and this is particularly important in deprived areas where access to open space and the natural environment may be more limited.</p> <p>Proposed developments can exacerbate the impacts of climate change by failing to consider relevant influences such as location, materials, designs or technologies that could help to reduce energy consumption or reduce the environmental impact of energy generation.</p> <p>Proposed developments can help to reduce greenhouse gas emissions by requiring lower energy use in buildings and transport, and by encouraging renewable energy sources’.</p>

	The Energy SPD provides further guidance on how to practically address these matters.
	<p>b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.</p> <p>Please see above: the environmental impact of energy generation affects all groups.</p>

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively.

2.5 How will you monitor and evaluate the effect of this work?

The Local Plan includes a monitoring framework which includes the need to monitor the number of new homes built each year above required building standards to achieve improved energy efficiency in line with the SPD.

2.6 Will there be any potential impacts on Council staff from protected groups?

No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	
Male	
16-24	
25-34	
35-44	
45-54	
55-64	
65+	

Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity: Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:


No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☒

Negative impact has been identified for one or more protected groups ☐

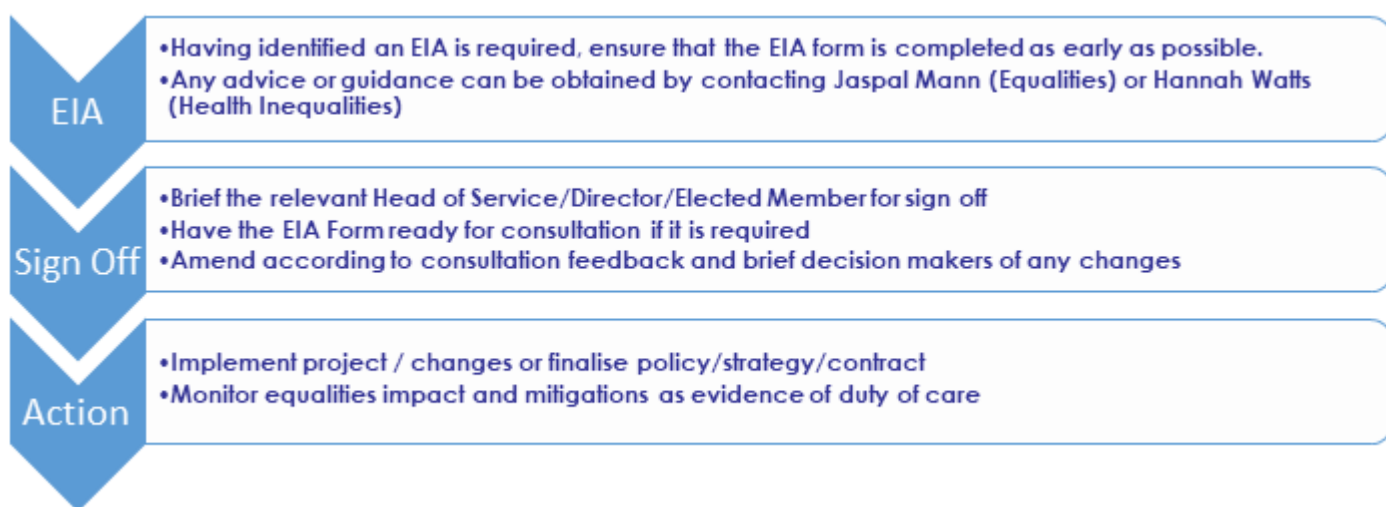
Both positive and negative impact has been identified for one or more protected groups ☐

4.0 Approval

Signed: Head of Service: David Butler 	Date: 07/02/2022
Name of Director: Andrew Walster	Date sent to Director: 10/02/2022
Name of Lead Elected Member: Councillor D Welsh	Date sent to Councillor: 15/02/2022

Email completed EIA to equality@coventry.gov.uk

Title of EIA		Talent Management Module
EIA Author	Name	Julia McGinley
	Position	Digital Transformation Manager
	Date of completion	4 November 2021
Head of Service	Name	Grace Haynes
	Position	Head of People & Culture
Cabinet Member	Name	CLlr Richard Brown
	Portfolio	Strategic Finance & Resources



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- ☐ New policy / strategy
☐ New service
☐ Review of policy / strategy
☐ Review of service
☐ Commissioning
☒ Other project (*please give details*) Implementation of the Resourcelink Talent Management Module

1.2 In summary, what is the background to this EIA?

The Council is developing a Talent Management Framework to be implemented over the coming months.

In terms of business systems to support the Framework, there is currently aged in-house system for managing and reporting on the appraisal process. A new system is required to properly support the implementation and use of the Talent Management framework, to include appraisals within it.

In accordance with the Council's ICT and Digital Strategy, it has been decided to purchase and implement the Talent Management Module on Resourcelink, the corporate HR & Payroll system. Work will commence on the configuration and implementation of this module in November, 2021, to be ready for the next appraisal window commencing in April 2021.

1.3 Who are the main stakeholders involved? Who will be affected?

All employees of the Council

1.4 Who will be responsible for implementing the findings of this EIA?

Grace Haynes, Head of People & Culture

SECTION 2 – Consideration of Impact

Refer to guidance note for more detailed advice on completing this section.

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

Not applicable

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

Any impact on the Council workforce should be included under question 2.6 – **not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	NI	
Age 19-64	NI	
Age 65+	NI	
Disability	NI	
Gender reassignment	NI	
Marriage and Civil Partnership	NI	
Pregnancy and maternity	NI	
Race (Including: colour, nationality, citizenship ethnic or national origins)	NI	
Religion and belief	NI	
Sex	NI	
Sexual orientation	NI	

HEALTH INEQUALITIES

2.3	Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.
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<p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (hannah.watts@coventry.gov.uk) in Public Health for more information. More details and worked examples can be found at https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</p>		
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>) Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation 	
		Response: No impact
2.3b How might your work affect HI (positively or negatively). How might your work address the needs of different groups that share protected characteristics	<p>Consider and answer below:</p> <ul style="list-style-type: none"> Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income Consider what the unintended consequences of your work might be 	
		Response:
		<p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>No Impact</p>

b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.

No Impact

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

Not applicable

2.5 How will you monitor and evaluate the effect of this work?

This will be monitored and evaluated by feedback from managers and employees who will all be using the new system.

2.6 Will there be any potential impacts on Council staff from protected groups?

The implementation of the Talent Management Framework will have a positive impact on all employees.

It is positive that the Resourcelink module is being used as the majority of users will be familiar with the look and feel of the system overall.

The only people affected will be those with a disability, in the use of screens, eg, font size, background colours, and the assistive technology in place already can continue. Where users do not use Resourcelink currently the Council's standard approach to requesting assistive technology can be used to request this, and the project team will be able to provide support in the access to this.

There may be an impact on some people in the older age groups, or across the range of age groups, in adapting to a new system, and appropriate training and support will be put in place during implementation to support them.

Page Break

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: lucille.buckley@coventry.gov.uk

Headcount:

Sex: Age:

Female	3237
Male	1604
16-24	186
25-34	772

35-44	1010
45-54	1346
55-64	1326
65+	201

Disability:

Disabled	288
Not Disabled	3768
Prefer not to state	65
Unknown	720

Ethnicity: Religion:

Any other	110
Buddhist	8
Christian	1507
Hindu	86
Jewish	4
Muslim	134
No religion	1111
Sikh	194
Prefer not to state	226
Unknown	1461

White	3374
Black, Asian, Minority Ethnic	848
Prefer not to state	28
Unknown	591

Sexual Orientation:

Heterosexual	2836
LGBT+	132
Prefer not to state	262
Unknown	1611

3.0 Completion Statement

As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:

No impact has been identified for one or more protected groups ☐

Positive impact has been identified for one or more protected groups ☐

Negative impact has been identified for one or more protected groups ☐

Both positive and negative impact has been identified for one or more protected groups ☒

4.0 Approval

Signed: Head of Service: Grace Haynes	Date: 17 November 2021
Name of Director: Susanna Newing	Date sent to Director: 25 November 2021
Name of Lead Elected Member: Councillor Brown	Date sent to Councillor: 12 January 2022

Email completed EIA to equality@coventry.gov.uk