



Cabinet Member (Policing and Equalities)

Time and Date

2.00 pm on Thursday, 4th September, 2014

Place

Committee Room 3 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 10)
 - (a) To agree the minutes of the Cabinet Member (Policing and Equalities) meeting held on 31st July, 2014.
 - (b) Matters arising
4. **Dog Control Orders** (Pages 11 - 20)

Report of the Executive Director, People
5. **The storage of wheelie bins on pavements** (Pages 21 - 26)

Report of the Executive Director, People
6. **Equality Strategy - Progress Report 2013/2014** (Pages 27 - 50)

Report of the Chief Executive
7. **Use of Covert Surveillance of Employees Policy and Procedure** (Pages 51 - 56)

Report of the Executive Director, Resources
8. **Outstanding Issues Report** (Pages 57 - 62)

Report of the Executive Director, Resources
9. **Any Other Business**

To consider any other items of business which the Cabinet Member decides to take as a matter of urgency because of the special circumstances involved.

Private Business

Nil

Chris West, Executive Director, Resources, Council House Coventry
Wednesday, 27 August 2014

Note: The person to contact about the agenda and documents for this meeting is Usha Patel, Governance Services, Tel: 02476 833198, Email: usha.patel@coventry.gov.uk

Membership: Councillors A Andrews (Shadow Cabinet Member), C Fletcher (Deputy Cabinet Member) and P Townshend (Cabinet Member)

By invitation: Councillor A Andrews (Shadow Cabinet Member)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

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Coventry City Council
Minutes of the Meeting of Cabinet Member (Policing and Equalities) held at 1.00
pm on Thursday, 31 July 2014

Present:

Members: Councillor Townshend (Cabinet Member)
Councillor Fletcher (Deputy Cabinet Member)

Other Members: Councillor N Akhtar
Councillor A Andrews (Shadow Cabinet Member)
Councillor D Galliers
Councillor D Skinner
Councillor D Welsh

Employees:

S Brake (People Directorate)
S Hutt (People Directorate)
L Knight (Resources Directorate)
H Lynch (Resources Directorate)
B Massey (People Directorate)
M Metcalf (People Directorate)
L Nagle (People Directorate)
C Parker (People Directorate)
S Roach (People Directorate)
N Woollorton (People Directorate)

Others Sgt T Roberts (WM Police)

Apologies: Councillor J O'Boyle

Public Business

8. Declarations of Interest

There were no declarations of interest.

9. Exclusion of Press and Public

RESOLVED to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 relating to the private reports in Minute 19: "Coroner's Service Update" on the grounds that the report involved the likely disclosure of information defined in Paragraphs 1 and 3 of Schedule 12A of the Act, as it contained information relating to an individual and the financial or business affairs of any particular person (including the authority holding that information) and that in all circumstances of the cases, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

10. **Minutes**

The minutes of the meeting held on 3rd July 2014 were agreed and signed as a true record.

There were no matters arising.

11. **Report in response to petition regarding anti-social behaviour in Thompsons Road, Keresley, Coventry**

The Cabinet Member considered a report of the Executive Director, People which provided a response to a petition requesting that action be taken by relevant agencies to address anti-social behaviour, particularly nuisance from off road motorbikes, taking place in Thompson's Road, Keresley.

The petition bearing 7 signatures was submitted on 14th August 2013 by Councillor Galliers, who attended the meeting and spoke on behalf of the petitioners. The petition organiser was unable to attend the meeting.

It was acknowledged that despite difficulties arising in relation to the land in question due to the mixed ownership of the land and the need to maintain access to a large bridle path running alongside the entire length of the land, a number of steps to address the problem had already been undertaken by the Community Safety Team and the Local Police Team. However, it was proposed that action to address the anti-social behaviour be continued.

RESOLVED that, the Cabinet Member (Policing and Equalities):

1. **Noted and endorsed the measures implemented by partner agencies to address the issues outlined in the petition and identified through further investigation by officers.**
2. **Requested Officers to monitor and review the effectiveness of initial actions taken and continue to work with residents and the wider community to improve the security to areas of land facilitating the nuisance behaviour, whilst taking action against the perpetrators.**
3. **Requested Officers to explore the most relevant legislation that may compel landowners to take or at least permit action to prevent access to their land and subsequent nuisance to residents.**
4. **Requested that the Local Neighbourhood Policing Team continue to meet with Councillor Galliers and the local residents affected, to continue to address the challenges identified within the report and to provide appropriate community reassurance.**
5. **Requested that the Community Safety Team consider the possibility of the urgent installation of mobile CCTV in the relevant area during the months of August, September and October 2014.**
6. **Request Officers to provide a report back on the outcome of recommendations 2 and 3 to the Cabinet Member meeting scheduled**

for 6th November 2014 in order to ensure the outcome of monitoring during the Summer months can be included in the report.

12. Progress report in response to a petition regarding the amount of dog fouling and littering in the Westwood Ward

Further to Minute 93/13 of the former Cabinet Member (Community Safety and Equalities), the Cabinet Member considered a report of the Executive Director, People, which provided a progress update following the submission of a petition regarding the amount of dog fouling and littering in the Westwood Ward.

The petition bearing 32 signatures had been submitted on 11th December 2013 by Councillor Skinner, who attended the meeting. The petition organiser was unable to attend the meeting.

It was noted that work had been undertaken to identify the 20 most affected streets within the Ward and a Local Environment Quality Survey (LEQ) was undertaken of these streets in an attempt to provide a baseline evaluation to determine the effectiveness of works being carried out in the area. Over the following three months, officers patrolled these hot spot areas, erected 'no dog fouling' signs on lamp posts in the streets and stencilled pavements with 'no dog fouling' signs. In addition doors were knocked and postcards hand delivered requesting information from residents and seeking information on who was causing the problem.

Although very little intelligence was received from local people during the initiative, two fixed penalty notices were issued for dog fouling. A further LEQ was carried out on the same streets and the average grade given had risen, indicating that the action taken had been worthwhile. It was therefore proposed that officers continue to patrol the areas and take action when appropriate.

RESOLVED that the Cabinet Member (Policing and Equalities):-

- 1. Acknowledge and endorse the work carried out in Westwood Ward to reduce incidences of dog fouling and littering.**
- 2. Instruct officers to continue patrols in these areas and to take action as appropriate, including enforcement and publicity.**

13. Progress report on action being taken in Hillfields to address Community Safety Issues highlighted by a number of petitions previously submitted over the last eighteen months

Further to Minute 94/13 of the former Cabinet Member (Community Safety and Equalities), the Cabinet Member considered a report of the Executive Director, People, which provided a performance update on the measures implemented against an action plan drawn up following the submission of a number of petitions during 2012/13 relating to public place nuisance behaviour and problematic households.

The report set out the locations and hot spots for particular issues, including anti-social behaviour, criminal/offending behaviour, sex working, alleged drug dealing,

street drinking, environmental and street cleaning, parking, nuisance from residential premises, noise, chaotic lifestyle and scrap dealing. Further information was provided on the action undertaken in each of the areas for the issues identified, the lead agencies involved and the progress made to date.

RESOLVED that, the Cabinet Member:-

- 1. Noted and endorsed the measures taken by Officers to date as outlined in the report and progress against the action plan attached as Appendix 1.**
- 2. Requested members of the St Michael's Safer Neighbourhood Group to continue to deliver against and monitor, regularly review, and update the action plan in accordance with local issues identified and reported incidents.**
- 3. Requested Police to continue to dedicate patrols to hotspot locations within the Hillfields area, responding swiftly to any issues raised or identified and to take appropriate action including use of their powers to obtain identities and disperse individuals in groups that are likely to cause public nuisance and/or offending behaviour, should it become necessary.**
- 4. Requested officers of the Council and the West Midlands Police to continue to contact and communicate with relevant community leaders and invite them to meet with professionals and Ward Members, with a view to reviewing tactics and approaches being applied.**
- 5. Acknowledged that a monthly schedule of Community Payback work has been agreed with the Probation Service and requested that these efforts be applied principally to the cleaning up of alleyways, entries and public spaces.**
- 6. Requested the Head of Community Safety to draft a letter to be sent from the Cabinet Member (Policing and Equalities) to Licensing opposing all and any applications for 24-hour licensing in the Hillfields area.**
- 7. Requested the Deputy Cabinet Member (Policing and Equalities) to oversee an up to date assessment of work undertaken by the Council and West Midlands Police and other Statutory and Voluntary Agencies to address issues of the presence of sex workers in the Hillfields area.**
- 8. Formally recorded thanks to Council officers, Ward Councillors and West Midlands Police for the work carried out to date to address these problems.**
- 9. Requested a report back in respect of the additional recommendations to the Cabinet Member meeting scheduled for 6th November 2014.**

14. **Proposed Continued Authorisation of the West Midlands Scambusters Team**

The Cabinet Member considered a report of the Assistant Director Communities and Health, which set out proposals for the continued authorisation of the West Midlands Scambusters Team to investigate rogue traders operating across the West Midlands regarding matters that arise in Coventry.

Through the National Trading Standards Board, Birmingham City Council receives funding from the Department for Business, Innovations and Skills for a project aimed at targeting rogue trading and scams that operate across the 14 local authorities of the Central England Region. Known as CEntSA Scambusters, a regional Trading Standards team was set up to tackle issues relating to dishonest traders who operate across local authority boundaries in the West Midlands using fraud, dishonesty, high pressure selling and other deceptive practices to the detriment of both consumers and honest businesses. It was necessary to delegate enforcement powers to officers from Birmingham City Council to allow CEntSA Scambusters to investigate any offences that were committed in Coventry.

RESOLVED that, the Cabinet Member:-

1. **Approved the delegation of authority to Birmingham City Council to enforce (save for the prosecution of certain offences) the legislation specified in the Appendix to the report submitted by virtue of Regulation 5 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 and/or Sections 9D to 9EB of the Local Government Act 2000 until further notice;**
2. **Authorised officers, in consultation with the Cabinet Member (Policing and Equalities), to negotiate and sign the terms of any protocol and ancillary legal agreements with Birmingham City Council to facilitate the arrangements in accordance with the Council's Constitution.**

15. **Community Grant Fund - Round One Award Decisions**

The Cabinet Member considered a report of the Executive Director, People which provided recommendations on applications received during round one of the Community Grant Fund.

The Community Grant Fund was launched in September 2013 and was managed by the Community Development Team within the People Directorate. The process for managing the fund had evolved over recent months and had built upon lessons learned from a previous evaluation of processes and procedures and amendments to the criteria for the Fund were approved by the Cabinet Member in May 2014. These amendments included dividing the funding into two distinct rounds with clear closing dates for applications; a decision making process requiring the Cabinet Member to approve all grant wards; and a maximum grant award of £5,000 with organisations restricted to one award per funding round.

It was noted that allocating funds via two rounds ensured that the process was clear to applicants who wanted to plan for events or projects over the year. It also enabled the Council to allocate funds to those projects that most closely met the criteria and objectives, through being able to scrutinise all applications that met the

deadline. The report set out the grant awards proposed and Appendix 1 of the report detailed the criteria used to assess applications.

RESOLVED that, the Cabinet Member:

- 1. Approved payment of grants as recommended by the Panel.**
- 2. Requested a further report on the recommendations for the second round of grants at the Cabinet Member meeting on 22nd January 2015.**

16. Coroner's Service Update

The Cabinet Member considered a report of the Assistant Director of Legal and Democratic Services, which provided an update in relation to the new arrangements within the Coroner's service for Coventry.

A corresponding private report detailing confidential commercial aspects of the proposal had also been submitted to the Cabinet Member for consideration.

In May 2014, changes to the delivery of the Coroner's service in Coventry were approved. This included the recruitment of Assistant Coroners solely for the Coventry area and the transfer of the Coroner's office from the West Midlands Police to the Council, along with interim arrangements until the transfer was formally concluded. In addition, the setting up of an out of hours rota was agreed using those Assistant Coroners who were already retained by the Council.

It was noted that a recruitment process had been set up for the appointment of four Assistant Coroners with interviews scheduled for 18th September 2014. All new Assistant Coroners would be required to take part in the out of hours rota. In addition, whilst some of the existing Assistant Coroners had undertaken some out of hours service cover, this had not been on a formal basis. The Cabinet Member was advised that letters were to be sent to all current Assistant Coroners asking for their support for a rota and their responses would be collated. It was not anticipated that there would any cost implications as a result of the proposed out of hours provision but this would be reviewed and a further report submitted once the financial implication of the level of support have been considered.

RESOLVED that the Cabinet Member:

- 1. Noted the transfer of staff from the West Midlands Police to the Council which became effective on 1st July 2014.**
- 2. Noted the up to date position on the recruitment of new Assistant Coroners to support service delivery in Coventry and the out of hours service rota.**

17. Outstanding Issues Report

The Cabinet Member noted a report of the Executive Director, Resources that identified those issues on which further reports had been requested and were outstanding, so that progress could be monitored.

18. **Any Other Business**

Councillor Galliers advised the Cabinet Member of an incident which had occurred the previous evening in respect of a public nuisance on the Birmingham Road. Upon contacting the out of hours service to request the attendance of a Noise Abatement Officer, a member of the public had been told there was nobody on duty at that time. Councillor Galliers expressed concern regarding the lack of service provision, particularly during the early hours of the morning.

The Cabinet Member indicated that, as a resident of Birmingham Road, he would not be able to investigate this matter but requested that the Head of Community Safety investigate the matters identified and, in consultation with the Deputy Cabinet Member (Policing and Equalities), make appropriate recommendations for urgent implementation. It was noted that, should these recommendations require formal approval, that a report be prepared for submission to Cabinet.

RESOLVED that the Cabinet Member requested the Head of Community Safety to investigate the matters identified and, in consultation with the Deputy Cabinet Member (Policing and Equalities), make appropriate recommendations for urgent implementation.

(NOTE: This matter was considered as urgent business, the reason for urgency being the need to investigate the lack of service provision at the earliest opportunity.)

19. **Coroner's Service Update**

Further to Minute 16 above, the Cabinet Member considered a report of the Assistant Director of Legal and Democratic Services, which provided confidential and commercially sensitive information in relation to an update on the new arrangements within the Coroner's service for Coventry.

RESOLVED that, the Cabinet Member:

1. **Noted the transfer of staff from the West Midlands Police to the Council which became effective on 1st July 2014, including the signing of the contract transferring the service**
2. **To note the up to date position on the recruitment of new Assistant Coroners to support service delivery in Coventry and the out of hours service rota.**

20. **Any Other Business**

There were no other items of private business.

(Meeting closed at 2.35 pm)

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Public report
Cabinet Member

Scrutiny Co-ordinating Committee
Cabinet Member (Policing & Equalities)

16 July 2014
04 September 2014

Name of Cabinet Member:

Policing and Equalities - Councillor Townshend

Director Approving Submission of the report:

Executive Director – People

Ward(s) affected:

All

Title:

Dog Control Orders

Is this a key decision?

No

Executive Summary:

During the last twelve months the Council has received complaints concerning dogs in public places which are not adequately supervised by their owners; the majority of dog owners take their responsibilities seriously but unfortunately there remains a minority who do not.

The City Council can adopt Dog Control Orders to assist in dealing with this issue and most neighbouring local authorities have taken this route.

This report explores the various 'Orders' available and proposes that the Council conduct a public consultation exercise to determine which 'Orders' should be adopted and over which areas of land.

Recommendations:

The Scutiny Co-ordinating Committee is recommended to:

- (1) Review the report and make recommendations to Cabinet Member (Policing & Equalities)

The Cabinet Member is requested to:

- (1) Consider any recommendations made by the Scrutiny Co-ordinating Committee

- (2) Instruct Officers to Publically consult:
- a. On a proposal to adopt the following four Dog Control Orders (in addition to the current "Fouling of Land by Dogs" Order): The Dogs on Leads Order; the Dogs on Leads by Direction Order; the Dogs (Specified Maximum) Order; and the Dogs Exclusion Order.
 - b. On the question of whether the five proposed Dog Control Orders should apply to all areas of the City or only some and if so which.
- (3) Approve the increase in the level of the fixed penalty to £80 for breach of any of the Dog Control Orders, with provision for this to be reduced to £50 if paid within 10 days of issue. This is an increase from the current level of £75, reduced to £50 if paid within 10 days of issue.
- (4) Report the findings of the public consultation to a future meeting of the Cabinet Member.

List of Appendices included:

Appendix One: Dog Control Orders in use elsewhere in the country.

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

Yes, Scutiny Co-ordination Committee – 16th July 2014

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Page 3 onwards

**Report title:
Dog Control Orders**

1. Context (or background)

- 1.1 The Council has powers under the Clean Neighbourhood & Environment Act 2005 to create Dog Control Orders (DCOs).
- 1.2 In 2007, the Council created a DCO which allowed Authorised Officers to issue Fixed Penalty Notices to dog foul offenders on any land in the area of the Council, which is open to the air, and to which the public are entitled or permitted to have access.
- 1.3 In recent times the Council has received complaints concerning the anti-social behaviour of a minority of irresponsible dog owners. The Council has powers under this same legislation to create additional DCOs to ensure that owners, in certain parts of the City:-
 - Keep their dog on a lead.
 - Put their dog on a lead if instructed to do so by an Authorised Officer from the Council.
 - Restrict dogs from going into certain places i.e. children's play areas.
 - To limit the number of dogs a person has with them at any one time (which would include professional dog walkers). A number of local authorities have already introduced such DCOs (see Appendix One).
- 1.4 This report explores the options open to the Council in adopting further DCOs.

2. Options considered and recommended proposal

- 2.1 The Council has powers to create a variety of DCOs to help curb the anti-social behaviour by a minority of irresponsible dog owners. Details of the various Orders are listed below and where they can be applied. These Orders are currently in force in the following neighbouring local authorities: Birmingham City Council; Nuneaton & Bedworth Borough Council; Rugby Borough Council; and Warwick District Council.
 - 2.1.1 **The Fouling of Land by Dogs Order.** The Council has already adopted this power. It relates to the dog foul offences on any land in the area of the Council, which is open to the air, and to which the public are entitled or permitted to have access. Failure to clear up after a dog can result in a £75 Fixed Penalty Notice which is reduced to £50 if paid within ten days of issue. The Government grants local authorities discretion in setting the level of Fixed Penalty Notices within a specified range; the maximum permitted fine within the range applicable to Dog Control Order offences is £80.
 - 2.1.2 **The Dogs on Leads Order.** The Council has the power to create an Order which necessitates dogs being kept on a lead at all times in a prescribed area which might be:-
 - formal gardens within the city's parks;
 - all churchyards and graveyards;
 - car parks;
 - all pavements and verges adjoining the highway (as defined by section 142 of the Road Traffic Regulations Act 1984);
 - all sports grounds, fields, parks, and pitches not subject to a Dogs Exclusion Order, when in use for authorised sporting matches;

- 2.1.3 The Dogs on Leads by Direction Order.** In some cases an irresponsible owner may be allowing their dog to cause a nuisance. This Order would require the owner to keep their dog on a lead when told to do so by an Authorised Council Officer, on any land to which the public have access within the City boundary and which is open to the air (including land which is covered but open to the air on at least one side).
- 2.1.4 The Dogs Exclusion Order.** There are parts of the City where the public would expect dogs to be excluded for public health and other specific reasons. This Order would allow the Council to prohibit dogs from specific areas for example: enclosed children's play areas, multi-use games areas, basketball courts, tennis courts, 5-a-side, or skate park sites signed as a "Dog Exclusion Zone". This Order would not apply to those who are Registered Blind or who utilise an Assistance Dog from Dogs for the Disabled, Support Dogs, Canine Partners for Independence, or Hearing Dogs for Deaf People.
- 2.1.5 The Dogs (Specified Maximum) Order.** This particular Order can restrict the number of dogs a person has under their control, on any land to which the public have access within the City boundary and which is open to the air (including land which is covered but open to the air on at least one side).
- 2.1.6 Penalties.** It is proposed that the amount of the Fixed Penalty in relation to any offence in relation to the above mentioned proposed DCOs be the sum of £80 to be paid within 14 days, reduced to £50 if paid within 10 days (£80 is the maximum charge that can be levied by the City Council). If the Fixed Penalty Notice is not paid, it is the Council's policy to prosecute the offender in the Magistrates' Court, where the maximum fine is currently £1000.
- 2.1.7 Recommendation.** It is recommended that the City Council:
- Publically consults:
 - On a proposal to adopt the following four Dog Control Orders (in addition to the current "Fouling of Land by Dogs" Order: The Dogs on Leads Order, the Dogs on Leads by Direction Order, the Dogs (Specified Maximum) Order and the Dogs Exclusion Order;
 - On the question of whether the five proposed Dog Control Orders should apply to all areas of the City or only some and if so which;
 - Approve the increase in the level of the fixed penalty to £80 for breach of any of the Dog Control Orders, with provision for this to be reduced to £50 if paid within 10 days of issue. This is an increase from the current level of £75, reduced to £50 if paid within 10 days of issue.
 - Report the findings of the public consultation to Cabinet Member in a further report at the end of the consultation period.

3. Results of consultation undertaken

The introduction of DCOs is likely to generate a great deal of public interest and there will be suggestions as to where the 'Orders' should and should not apply; therefore the Council proposes to hold a 30-day consultation period to gather views from the public and partners. If the Council subsequently decides to introduce new DCOs or to amend the existing DCO, then it must publish a Statutory Notice of Intent in a local newspaper and on its website, specifying where the DCOs will apply. The public will then have a further 28 days on which to comment.

4. Timetable for implementing this decision

Paragraph 3 specifies the appropriate timetable for consultations. If the Council decides to proceed with a new or revised DCO, it can be implemented at the end of the statutory 28 day notice period. If the Council decides to further amend the Order(s), then a further statutory 28 day notice period will follow. The aim of the initial public consultation is to gather as many views as possible at an early stage to shape the ultimate DCOs.

5. Comments from the Executive Director, Resources

Finance: No additional resource will be required if, in due course, further Dog Control Orders are adopted. Any additional income generated by the adoption of further Dog Control Orders will be difficult to estimate and will also depend on the actual Orders adopted following consultation. Any extra increase in income will contribute towards Council resources.

Legal: The provisions for creating DCOs are specified in sections 56(4 and 5) of the Clean Neighbourhood and Environment Act 2005 and Regulation 3 of the Dog Control Order (Procedures) Regulations 2006. The DCOs can be introduced and enforced within existing resources.

6. Other implications

None

6.1.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

6.1.2 There are clear research findings that show that the local environmental quality in a person's living environment has a significant impact on their health and well-being. Residents in areas which have a low environmental quality often have an increased "fear of crime". This particular tool will contribute to the Council's key objectives to 'create an attractive, cleaner and greener city' and 'make communities safer together with the police, to reduce crime and anti-social behaviour'.

6.2 How is risk being managed?

None

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

None

6.5 Implications for (or impact on) the environment

See 6.1.1

6.6 Implications for partner organisations?

If the DCOs are adopted then colleagues in the Police Service will also have powers to issue fixed penalty notices under these 'Orders'.

Report author(s): Craig Hickin

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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
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Graham Hood	Head of Street Scene & Green Spaces	Place Directorate	16.05.14	27.05.14
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Usha Patel	Governance Services Officer	Resources Directorate	16.05.14	16.05.14
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Finance: Diane Jones	Lead Accountant	Resources Directorate	16.05.14	16.05.14
Legal: Andrew Burton	Solicitor	Resources Directorate	24.04.14	24.04.14
Sara Roach for Brian Walsh	Deputy Director	People Directorate	27.05.14	28.05.14
Members: Councillor Phillip Townshend		Policing and Equalities		

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Appendix One: Dog Control Orders in use elsewhere in the country.

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Type of Order	Rugby BC	Manchester CC	Nuneaton BC	Birmingham CC	Preston CC	Leicester CC	Hackney BC	Plymouth CC	Bristol CC	Leeds CC	Cheltenham CC
1. Fouling of Land by Dogs Order	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2. Dogs on Leads Order	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
- All public roads, adjoining footways and verges.	✓	✓	✓	✓	✓		✓			✓	✓
- Council owned cemeteries	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
- All churchyards	✓	✓	✓	✓	✓		✓	✓		✓	
- Specific areas of Council parks	✓	✓	✓	✓	✓		✓	✓	✓		
- Car parks			✓	✓			✓	✓	✓		
3. Exclusion of Dogs from Land Order	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
- Enclosed children's play areas	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
- School grounds		✓		✓	✓	✓	✓	✓	✓	✓	
- Multi-use games areas and sports courts		✓		✓	✓	✓	✓	✓			✓
- Designated areas in parks		✓	✓		✓	✓	✓	✓	✓	✓	✓
- Marked pitches where games are in play		✓			✓	✓	✓	✓	✓		
4. The Dogs on Leads by Direction Order	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
5. The Dogs(Specified Maximum) Order		✓		✓							
- More than 4 dogs on open land		✓		✓							

To: Cabinet Member Policing and Equalities

Date: 4 September 2014

Subject: Dog Control Orders

1 Purpose of the Note

- 1.1 To inform the Cabinet Member Policing and Equalities of the outcome of the discussions that took place at the meeting of the Scrutiny Co-ordination Committee held on 16th July 2014.

2 Recommendations

- 2.1 The Scrutiny Co-ordination Committee welcomed the report and supported the recommendations on the approach to consultation on the adoption of the four additional Dog Control Orders and the increase in the level of the fixed penalty to £80 for breach of any of the Dog Control Orders, with provision for this to be reduced to £50 if paid within 10 days of issue.
- 2.2 In addition, the Committee recommended that the Cabinet Member Policing and Equalities:
 - a) lobby the government to seek an increase in the maximum level of the fixed penalty notice for dog fouling, considering that it is a biohazard ;
 - b) encourage local authorities to adopt the same policies in relation to dealing with irresponsible dog owners to ensure consistency of approach.

3 Information/Background

- 3.1 The Scrutiny Co-ordination Committee considered the report which sets out how the Council could adopt Dog Control Orders to manage problems associated dogs in public places and a proposed approach to consultation.
- 3.2 The Committee recognised the concerns raised in the report and were supportive of both the proposal to adopt an additional four Dog Control Orders and the planned consultation exercise. They questioned officers on a range of issues relating to the national framework, the options open to the authority on how this can be applied locally and the problems faced by Coventry and its neighbouring councils.
- 3.3 The Committee discussed the extent of the flexibility available to local authorities in relation to the maximum level of fixed penalty notice and any reduction for early payment. Members were disappointed that the maximum level of the fine is fixed by government at £80 which they felt did not recognise the relative severity of dog fouling compared to, for example, paper littering. They would like councils to be given more scope to increase the level of fine and recommended that the Cabinet Member lobby the government to this effect.

- 3.4 The Committee discussed at length the advantages and disadvantages of applying a reduction for early payment, an approach which is standard practice across the country and encouraged in government guidance. They explored whether this undermines the message that the Council takes the issue very seriously. After careful consideration, a majority of the Committee Members expressed their support for retaining the reduction for early payment. They did, however, ask that the Cabinet Member also consider the minority view expressed that the early payment reduction be removed for fixed penalty notices specifically in relation to dog fouling.
- 3.5 The Committee questioned officers on the application of Dog Control Orders by other neighbouring councils. They recognised that some other authorities had already applied the Orders which Coventry is now considering. They discussed examples of where dog walkers living just outside the boundary were known to travel into Coventry's parks to avoid restrictions and the Committee recognised the benefits of a common approach. They asked that the Cabinet Member encourage a consistent approach with neighbouring authorities. The benefits of the Police also adopting the enforcement powers was raised, although it was noted that the authority of the Police was generally enough to ensure owners kept their dogs under control.
- 3.6 The Committee discussed the variations and restrictions that could be applied in introducing the Dog Control Orders, including types of location, numbers of dogs and length of leads. They also considered how complaints are dealt with, deployment of enforcement officers and the challenges associated with enforcement. They were happy to accept the considered advice of officers in relation to the detailed application of recommendations.
- 3.7 The Committee asked that Friends of Parks groups be included in the consultation exercise.

Adrian West
Scrutiny Team
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Public report

Cabinet Member

Cabinet Member (Policing & Equalities)

04 September 2014

Name of Cabinet Member:

Policing and Equalities - Councillor Townshend

Director Approving Submission of the report:

Executive Director – People

Ward(s) affected:

All

Title:

The storage of wheelie bins on pavements

Is this a key decision?

No

Executive Summary:

In some areas of the City the pavements are permanently obstructed by wheelie bins, which can cause a number of problems for the blind, disabled and parents with pushchairs. It also encourages fly tipping and makes the streets difficult to clean. These cluttered streets generate many customer complaints who claim that it makes their streets look uncared for and also contributes to an area feeling unsafe.

This report provides a range of options for approaching this issue.

Recommendations:

The Cabinet Member is requested to instruct Officers to:

- (1) Implement Option 3 to control the storage of wheelie bins on the pavement between refuse collections, using the stated fly tipping qualification for a street's inclusion in this initiative, or at the direction of the relevant Cabinet Member.
- (2) Follow the proposed amended enforcement protocol, from that used in the 'Care 4 Our Area' project in tackling the storage of wheelie bins on the pavement between refuse collections.

List of Appendices included:

None

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No,

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title:

The storage of wheelie bins on pavements

1. Context (or background)

- 1.1 In some areas of the City the pavements are permanently obstructed by wheelie bins, which can cause a number of problems. The pavements are difficult to negotiate for the blind, disabled and parents with pushchairs. It gives the street a cluttered and uncared for appearance which generates many customer complaints and also contributes to an area feeling unsafe.
- 1.2 These congested pavements also encourage the depositing of side waste and fly tipping between the bins. Side waste is often ripped open by animals creating more litter. This generally untidy environment makes the dropping of litter more likely.
- 1.3 In 2010, the 'Care 4 Your Area' project was launched in particular parts of the City, which suffered from high levels of fly tipping, littering, dog fouling and areas where rear alley ways were blocked by rubbish. The project was designed to remove and control the storage of wheelie bins on the street and was successful in this aim and improving the local environment. This was achieved through promoting behaviour change and encouraging greater public ownership of the street scene. Face to face education, persuasion and the use of a pictorial leaflet was the major facet of this project. Any enforcement action, if required, was used as an absolute last resort after all avenues to seek compliance had been explored. However, this deterrent was important to secure the continued support of the vast majority of citizens who were keen for this initiative to succeed.

2. Options considered and recommended proposal

- 2.1 The City Council receives many complaints from residents concerning the inconsiderate storage of wheelie bins on the pavement between weekly collections.
- 2.2 The 'Care 4 Our Area' project has proven that streets cluttered by wheelie bins encourage fly tipping, the depositing of side waste and the proliferation of litter. In addition, the numerous wheelie bin obstructions on the pavement make the cleansing of the streets, more laborious, expensive and less effective. The following suggestions give a range of options in dealing with this issue.
- 2.3 **Option 1. Reserved for Care 4 Our Area:** The resource required to tackle this issue is high and should only be reserved for areas where there are a number of different compounding environmental issues. The City Council should only tackle the issue of wheelie bins left on the pavement, between collections, where they meet the current 'Care 4 Our Area' criteria' i.e. the street in question suffers from high levels of fly tipping, littering, dog fouling and the rear privately owned alley ways are frequently fly tipped with rubbish.
- 2.4 In areas of the City where streets fail to meet the above mentioned criteria. The following service responses will apply:
 - a) Where there are complaints concerning wheelie bins left on streets, the Street Scene and Green Spaces service will continue to respond to them in the usual way on a case by case basis. This approach will be informal and letters will be sent to perpetrators requesting their support.
 - b) The Environment & Housing Enforcement Team will continue to take enforcement action against fly tippers where there is sufficient evidence to clearly identify the offenders. The same action will apply regardless of whether the land is private, public or an alleyway.
 - c) Litter and dog foul offences will continue to be enforced by the use of Fixed Penalty Notices.
- 2.5 **Option 2. City Wide approach:** The City Council should operate a zero tolerance policy towards residents leaving wheelie bins on the streets between collections. However, it should also be recognised that in some areas of the City, residents are not able to store their wheelie bins within the curtilage of their own property because it is not reasonably practical to do so, or

there are physical barriers. There will also be residents who for a range of reasons may not be capable of presenting bins for collection. In all of these cases, exemptions will need to be granted for leaving the wheelie bins on the street and 'assisted lifts' arranged for residents who are physically incapable of moving their bins; this will be a sizable administrative task.

- 2.6 This City wide approach would be popular in certain electoral wards, but it will have acute resource implications. In practice, it is likely to divert enforcement resources away from tackling environmental crime problems in the Priority Locations.
- 2.7 **Option 3 (Recommended). City Wide but with strict qualifying criteria:** This option is seen as a middle way between the strict criteria used for the 'Care 4 Our Area' project (Option 1) and a whole City approach (Option 2).
- 2.8 With the finite resources available to the City Council it would make sense to use these resources in parts of the city where they are needed most. It is suggested that the qualification criteria for this initiative should be where a particular street suffers 10 or more fly tips per annum (assuming the average road is 100M long and where the road is longer appropriate adjustments are made to this ruling), or at the discretion of the relevant Cabinet Member.
- 2.9 **Enforcement process.** At the Cabinet Member meeting on 1st March 2011 permission was granted to use Fixed Penalty Notice enforcement where residents had failed to comply with a Notice issued under S.46 Environmental Protection Act 1990 directing that a wheelie bin should not be stored on the pavement. The issuing of a Fixed Penalty Notice was only permitted within the 'Care 4 Our Area' and then only after reference to the Assistant Director responsible for this area of service and the relevant Cabinet Member.
- 2.10 It is recommended, that after the project is implemented the following enforcement criteria apply:
- a) First Offence: A Notice is served under S.46 Environmental Protection Act 1990; this Notice clearly sets out what is expected. It will be served by hand on the occupier and any legitimate reasons for non-compliance will be ascertained at a face to face meeting.
 - b) Second offence: A Fixed Penalty Notice is served by the Neighbourhood Enforcement Officer after reference to the relevant Assistant Director and the relevant Cabinet Member.

3. Results of consultation undertaken

None

4. Timetable for implementing this decision

The decision can be implemented immediately after sanction by the Cabinet Member.

5. Comments from the Executive Director, Resources

Finance: The proposed options will be implemented within the existing resource; the pace of implementation will depend on the option chosen. Any additional income generated by the further use of these powers is difficult to estimate and will also depend on the actual option chosen. Any extra increase in income will contribute towards Council resources.

Legal: The provisions for taking action against persons leaving wheelie bins on the pavement between waste collection dates is covered by S.46 Environmental Protection Act 1990 (as amended) and is a two staged approach. Prior to the issue of a Fixed Penalty Notice, the offender must be issued with a separate Descriptive Notice, which clearly sets out what is required to comply with the law. Some Local Authorities issue all of their households with S.46 Notices as a matter of course. The decision was made in Coventry that these Notices should only be served on a householder where an offence has occurred.

Failure to comply with the Fixed Penalty Notice will result in prosecution in accordance with the Public Safety Enforcement Policy.

6. Other implications

None

6.1.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

6.1.2 There are clear research findings that show that the local environmental quality in a person's living environment has a significant impact on their health and well-being. Residents in areas which have a low environmental quality often have an increased "fear of crime". This particular tool will contribute to the Council's key objectives to 'create an attractive, cleaner and greener city' and 'make communities safer together with the police, to reduce crime and anti-social behaviour'.

6.2 How is risk being managed?

None

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

In all inspections and visits, account is taken of the ability of alleged offenders to understand written and spoken English. The printed material used is largely picture based to overcome language barriers.

6.5 Implications for (or impact on) the environment

See 6.1.1

6.6 Implications for partner organisations?

None

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Members: Councillor Phillip Townshend		Policing and Equalities	20.08.2014	20.08.2014

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www.coventry.gov.uk/councilmeetings



Public report
Scrutiny Coordination Committee
Cabinet Member

Scrutiny Co-ordination Committee
Cabinet Member (Policing & Equalities)

3 September 2014
4 September 2014

Name of Cabinet Member:

Cabinet Member (Policing & Equalities) Councillor Townshend

Director Approving Submission of the report:

Chief Executive

Ward(s) affected:

All

Title:

Equality Strategy – Progress Report 2013/14

Is this a key decision?

No

Executive Summary:

The current Equality Strategy was approved in March 2013 and sets out how the Council complies with the Equality Act 2010. It also sets out the Council's equality objectives which were linked to the priorities of the Council Plan 2011-2014.

At the meeting on 5 September 2013 the Cabinet Member reviewed the performance report for 2012/13 for the first year of the Equality Strategy and agreed that the equality objectives and measures would be reviewed as part of the revision of the Council Plan.

The new Council Plan was approved by Council in January 2014 and sets out the aspirations and priorities for the Council for the next ten years. Following this the Council's equality measures were revised and at the meeting of 27 March 2014 the Cabinet Member (Policing & Equalities) approved the proposed revision to the equality objectives. The Cabinet Member also agreed that stakeholder groups were given the opportunity to comment on the revised objectives through a period of consultation up until the end of June 2014. No changes were made to the equality objectives following the consultation; however a number of equality measures have been set to monitor progress. This report provides a progress report on the equality strategy.

Recommendations:

Scrutiny Coordination Committee is requested to:

- (1) consider the progress made on the equality measures set out in the Council Plan and identify any issues that should be included in the Scrutiny work programme or for further investigation; and
- (2) consider the progress made on equalities and make recommendations to the Cabinet Member (Policing & Equalities).

Cabinet Member is requested to:

- (1) consider any recommendations made by Scrutiny Coordination Committee;
- (2) consider the progress made on the equality measures set in the Council Plan; and
- (3) refer the report to the next available meeting of the Police and Crime Board for consideration.

List of Appendices included:

Appendix A – Equality strategy progress report 2013/14

Other useful background papers:

Coventry City Council

Council's Equality Strategy 2013-2016 (21 March 2013)

www.coventry.gov.uk/downloads/download/1005/

Equality Strategy - proposed revision to the equality objectives (27 March 2014)

<http://democraticservices.coventry.gov.uk/documents/s15764/>

Promoting equality of opportunity in Coventry: equality and consultation analysis 2013/14 (2014)

www.coventry.gov.uk/downloads/download/894/

Workforce Profile Report 2012-13 (9 September 2013)

<http://democraticservices.coventry.gov.uk/documents/s12761/>

National

Equality Act 2010

www.legislation.gov.uk/ukpga/2010/15/contents

Fair Society Healthy Lives (The Marmot Review)

www.instituteofhealthequity.org/projects/fair-society-healthy-lives-the-marmot-review

Has it been or will it be considered by Scrutiny?

Yes

Scrutiny Co-ordination Committee on 3 September 2014

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

1. Context (or background)

- 1.1 The current Equality Strategy was approved in March 2013 and sets out how the Council complies with the Equality Act 2010, it also states the Council's equality objectives which are linked to the previous Council Plan. At the meeting on 5 September 2013 the Cabinet Member reviewed the Performance Report for 2012/13; the first year of the Equality Strategy and agreed that the current objectives and measures should be reviewed as part of the revision of the Council Plan 2011-2014.
- 1.2 The new Council Plan setting out the aspirations and priorities for the Council for the next ten years was approved in January 2014. The Council has also developed a range of Health Inequality Indicators as part of the council's work as a Marmot City. As a result the equality objectives were revised to make sure that they reflected the Council's current priorities.
- 1.3 On 27 March 2014 the then Cabinet Member (Community Safety & Equalities) received the revised equality objectives and agreed for stakeholder groups to be given the opportunity to comment on the revised objectives through a period of consultation up until end-June 2014.
- 1.4 Following consultation there was overall support for the equality objectives, however comments were made for the Council to remain mindful of key issues in relation to poverty and employment and how these affect certain groups. In particular in relation to older people and disabled people.
- 1.5 A number of equality measures were set to monitor progress against the equality objectives. This report provides a half year progress update on the equality measures at Appendix A.

2. Options considered and recommended proposal

2.1 *Equality objectives*

The Council has a legal requirement to set at least one equality objective. The revision to the equality objectives is in line with the vision and priorities of the new Council Plan. The new equality objectives are set out below.

- 2.1.1 **Globally connected** – the Council wants to promote the growth of a sustainable Coventry economy that benefits the city, and make sure that residents share in the benefits of growth by:
 1. helping local people into jobs;
 2. reducing the impact of poverty;
 3. increasing the supply, choice and quality of housing; and
 4. increasing the range of opportunities for people to access arts and cultural events.
- 2.1.2 **Locally committed** – the Council is committed to improving the quality of life for Coventry people by working with local communities, especially for our most vulnerable residents by:
 5. protecting and supporting the most vulnerable people; and
 6. reducing health inequalities.
- 2.1.3 The Council also measures and reports progress on the diversity of its workforce, including reporting on the number of disabled people in the workforce, black and minority ethnic people in the workforce, and the gender pay gap. The objective is:
 7. having a workforce that is representative of the local community.

- 2.2 The Council has set a number of equality measures supporting the equality objectives which will be reported on twice a year. Analysis and progress on the equality objectives is reported in detail in Appendix A of this report, including a summary of the key equalities issues identified.
- 2.3 The Equality Act identifies nine protected characteristics which need to be considered when assessing equality impact. These are: age; disability; gender reassignment; marriage & civil partnership; pregnancy & maternity; race / ethnicity; religion & belief; sex; and sexual orientation.
- 2.4 Recognising the level of socio-economic inequality in the city and as a *Marmot city*, the Council also treats the following as protected groups to be considered when assessing equality impact:
- looked after children;
 - carers; and
 - those affected by deprivation (priority neighbourhoods).
- 2.5 All equality objectives have the potential to make a difference to people belonging to all of the protected groups. The progress report in Appendix A sets out where the impact is currently being monitored for each of the objectives. The group(s) monitored will be revised as appropriate in light of service reviews and the outcomes of future Equality and Consultation Analyses (ECAs).
- 2.6 **Equality information**
The Council will also continue to update the equalities information and analysis provided on its website which can be found on the Council's website at: www.coventry.gov.uk/equality/.
- 2.7 **Equality and consultation analysis**
The Council carries out equality and consultation analysis (ECA) on key decisions to:
- achieve clarity about the people who may be affected by changes to services;
 - gain a better understanding of the current service; and
 - understand how well services are delivered to those people who need them the most.

In 2013/14, 20 ECAs were completed:

If the proposed option was implemented, it would have...	ECAs
No equality impact	2
Positive equality impact	10
<i>... of which further equalities issues needed to be addressed</i>	9
Negative equality impacts	4
Both positive and negative equality impacts	4

More detailed information can be found on the Council's web pages, '*Promoting equality of opportunity in Coventry, equality and consultation analysis*', at www.coventry.gov.uk/downloads/download/894/.

Based on the 20 ECAs carried out across the Council, the protected groups most affected by Council decisions were:

- disabled people;
- people with learning disabilities; and
- people over the age of 85.

2.8 **Budget**

In its budget for 2014-15, the Council's continuing commitment to protect vulnerable young people in the city was reflected by the proposed reduction in the Children's Social Care and Early Intervention Review savings target by £4m and further investment in the People Directorate in relation to both children's and adults social care. In addition to this the Council is continuing to work to understand the wider impact of welfare reform in the context of reductions to public expenditure and work is on-going to evaluate the impact it will have on protected groups in the city.

2.9 **A Bolder Community Services (ABCS) programme**

To meet the challenges faced by the Council in delivering services to people in the city with reduced budgets the 'A Bolder Community Services' (ABCS) programme was established. ABCS had membership from key stakeholder organisations including health, police, and the voluntary sector. Established in October 2012, the ABCS programme oversaw the development of a number of project areas to deliver the savings required for 2013/14 and 2014/15. The savings target of £3m for 2013/14 was based on a series of efficiency projects and the delivery of activity that had already received the required approvals. In order to deliver the £8m savings target for 2014/15, a wide ranging set of proposals were approved by Cabinet in January 2014. The proposals included some closures, reductions and changes in services provided by, or commissioned by, the Council. The protected groups affected by these proposals included those of age, ethnicity, disability and gender. Separate equality and consultation analysis have been completed for each of the six proposals included in the ABCS programme. A number of the proposals have been implemented and the impacts will be monitored over the coming months.

2.10 **People experiencing mental health**

Last year Scrutiny Coordination Committee requested that "mental health" be included as a category in future equality strategy reports. Since then the Council has planned to undertake a needs analysis on mental health services. This exercise will explore the need for mental health services, see what services are available, how well services are being delivered and make recommendations for the gaps in services.

2.11 **Health Inequalities & Marmot**

The Council has developed a range of health inequality indicators as part of its work as a Marmot City. These indicators will be monitored through the Marmot Steering Group and the Health and Wellbeing Board and a summary of progress is to be included in future Equality Strategy reports.

2.12 **Workforce**

The Council continues to measure and report on the diversity of its workforce including reporting on the number of disabled people in the workforce; black and minority ethnic people in the workforce and the gender pay gap through its workforce reporting. A report on the Council's workforce profile for 2013/14 will be presented to Cabinet Member (Strategic Finance & Resources) in October 2014.

As at the 31st March 2014 the total number of contracts was 6,270 (excluding schools and casual posts). The equality data for March 2014 showed:

	Contracts (n)	Contracts (%)
Female	4,445	70.89%
Black / Minority Ethnic Group (BME)	1,023	16.30%
Declared disability	379	6.04%
Total	6,270	100%

For employees at senior management level (Grade 10 or above) this showed:

	Contracts (n)	Contracts (%)
Female	85	51.20%
Black / Minority Ethnic Group (BME)	17	10.24%
Total	166	100%

The Council's workforce is more representative of the community it serves in the lower grades; however this is not the case for senior management positions. As the numbers of vacancies continue to decrease there are fewer opportunities to recruit. The focus for the Council is therefore to develop existing staff through coaching, mentoring and leadership programmes. The Council undertook a gender pay audit on the March 2014 payroll of employees on the Coventry Terms and Conditions who have been evaluated using the National Joint Council for local government services (Green Book) job evaluation scheme. This covers the majority of Council employees including school support staff, but excluding teachers. Further details are set out in the Appendix.

2.13 **Faith**

The Council is working with a wide range of faith communities including through its inter-faith group to promote good community relations and tackle issues together in the city.

3. **Results of consultation undertaken**

- 3.1 Following consultation there was overall support for the equality objectives, however comments were made for the Council to remain mindful of key issues in relation to poverty and employment and how these affect certain groups. In particular in relation to older people and disabled people.

4. **Timetable for implementing this decision**

- 4.1 This is a top-level report on equalities in the Council. A further progress report on the 2014/15 half year will be reported on in January 2015.

5. **Comments from Executive Director, Resources**

5.1 Financial implications

The cost of monitoring the equality objectives and the Equality Strategy will be met from within existing resources.

5.2 Legal implications

The Council is required to set equality objectives to meet its obligation under the Equality Act (Specific Duties) Regulation 2011. This report forms part of the Council's response to the legal requirement to publish equality objectives and report progress towards those objectives.

6. Other implications

None

6.1 How will this contribute to achievement of the Council's priorities?

The Equality Strategy sets out the equality objectives to help the Council achieve the overall priorities set out in the Council Plan. By systematically measuring progress in relation to the equality objectives, areas where good progress is being made can be identified as well as those where progress is not as expected and where corrective action may be needed.

6.2 How is risk being managed?

The performance management framework helps the Council to manage risk by systematically measuring progress in relation to the priorities of the Council Plan and the Equality Strategy. This means the need to do more to address inequality can be identified and corrective action taken.

6.3 What is the impact on the organisation?

The equality objectives impact on all of the Council's directorates. As equalities are embedded into the Council Plan, achieving the objectives set out in the Equality Strategy will help to ensure that the Council's priorities are delivered.

6.4 Equalities / ECA

The process outlined in this report will enable the Council to comply with its obligations under the Equality Act (Specific Duties) Regulations 2011. Initial equality analysis was carried out to inform the development of equality measures and this was further informed by the consultation process.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

Many of the Council's equalities objectives are delivered through partnership working which means that there will be implications for partner organisations. By making equality information easily accessible for local residents, it will also make it easier for partner agencies to obtain equalities information and will prevent the duplication of information gathering.

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Councillor Philip Townshend	Cabinet Member (Policing & Equalities)		20/08/14	20/08/14
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Equality strategy progress report 2013/14

Coventry City Council · September 2014

Promoting equality of opportunity

The Council revised its equality objectives in 2014 to reflect the priorities of the new Council Plan approved in January 2014. Key headline indicators, together with analysis of equalities issues, have been used to assess progress and to identify the impact on protected groups.

“The public sector equality duty requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.” – Equality Act 2010 Section 149



Globally connected

promoting the growth of a sustainable Coventry economy



Locally committed

improving the quality of life for Coventry people

Making sure that residents share in the benefits

Jobs for local people

Employment rates for residents have increased overall. However, whilst employment rates for males increased and matched the national average, female employment levels decreased. There remains a big difference in JSA claimant rates within the city. 7.4% of young people aged 16-19 are not in education, employment or training (NEET); support for young people to access skills and qualifications and the Council's apprenticeship programme continues to be a high priority.

Reducing the impact of poverty

Nationally, House of Commons Library figures suggest that people are worse off than they were before the recession. For working people, average wages after inflation are down by over £1,600 a year since 2010 equating to a drop in average earning of 2.3% over the last five years. The national situation is mirrored in Coventry. Whilst pay has increased for people residing in the city it has not increased at the same level as inflation which means that working people in the city are worse off and more likely to be in poverty. There has been a bigger increase in pay for males residing in the city than for females and the gender pay gap has widened. The gender pay gap is higher than Warwickshire and the metropolitan regions.

The Council helped reduce the impact of poverty by retaining Council Tax benefit at a time when many other authorities have stopped it; providing grant aid to two credit unions to help people avoid getting into debt with payday and doorstep lenders; implementing the living wage for the Council's lowest-paid workers, the majority of whom are female employees.

Especially for our most vulnerable residents

Reducing crime

The overall level of recorded crime in the city has gone down, including in priority locations. The reporting of hate crimes has increased slightly – with a most significant increase in the reporting of racist crime. This may suggest a growing awareness of the need to report hate crimes. The number of incidents of domestic violence and abuse reported to the police has increased from 2,899 in 2012/13 to 3,846 in 2013/14 and the Council has commissioned new domestic violence and abuse services which will provide 14 more units for women; support men for the first time; be sensitive to the needs of lesbian women and gay men; and provide aftercare services for children affected by domestic violence.

Protecting and supporting the most vulnerable

The conception rate among girls under 18 has reduced although this still remains higher than the West Midlands and national average. Estimates suggest that 3% of all women giving birth in 2010 may have undergone Female Genital Mutilation.

Coventry continues to have a very high number of children known to social care, and an increasing number of referrals. Steps taken to protect vulnerable children include setting up an independent Children's Improvement Board; recruiting more social workers; and bringing agencies together in a multi-agency safeguarding hub starting in September.

The Council's 'A Bolder Community Services' programme identified a wide ranging set of proposals to deliver the £8m savings target in 2014/15; including some closures, reductions and changes in services. The proposals will impact on protected groups that include those of age, ethnicity, disability and gender, but will help the Council to continue providing services to the most vulnerable with fewer resources.



Locally committed

improving the quality of life
for Coventry people continued

Improving health and wellbeing

As one of seven Marmot cities the Council has developed a work programme to help to reduce health inequalities. Although there has been improvement in life expectancy for both male and female there continues to be a gender gap and significant differences across areas of the city. Work to help improve disability free life expectancy across the city through health and well-being is a particular priority for the Council.

The Council has partnered with Age UK Coventry and Coventry University and made a commitment for Coventry to become part of the World Health Organisation global network of age-friendly cities, by promoting the opportunities available to improve health, participation and security as people age, thereby increasing quality of life for all residents.

Giving children the best start in life

In 2013/14, 55.4% of five year olds achieved a good level of development, higher than regionally and nationally. The percentage of infants that were breastfed at 6 to 8 weeks was 44.9% in April to December. There was, however, an increase in the number of new mothers that smoke at the time of delivery.

Educational attainment at the end of primary and secondary school has shown improvement for many of the most vulnerable groups. Providing support for these groups continues to be a priority for the Council as well as improving the attainment of all pupils to perform at least as well as the national average.



Delivering our priorities

Maximising the use of our assets;
reducing operating costs
Active citizens; strong and involved communities

Our workforce

The Council aims to have a workforce that reflects the diversity of the local population. The diversity of the Council's workforce is reported through the annual workforce profile. Just over 70% of the Council's workforce is female, 16% are black and minority ethnic (BME) employees and 6% disabled.

The Council is more diverse and more female at the lower grades; however this is not the case for senior management positions (51% female; 10% BME). As the numbers of vacancies continue to decrease there are fewer opportunities to recruit. The focus for the Council is therefore to develop the skills and abilities of its existing staff through coaching, mentoring and leadership programmes.

Globally connected

Promoting the growth of a sustainable Coventry economy and making sure that residents share in the benefits by...



Helping local people into jobs

Employment

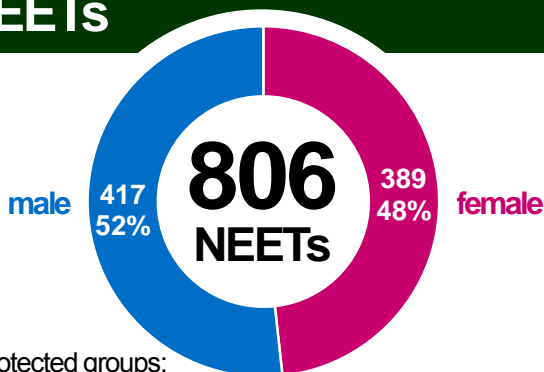
In 2013, the average employment rate in Coventry among working age residents aged 16 to 64 was 66.9%. This has improved from 64.9% the previous year, but remains lower than nationally (72%). The relatively low rate reflects the city's high number of students. Whilst the employment rate for males has gone up, it has decreased for females. In 2013, around 13,100 residents were unemployed, around 8.3% of the economically active population; more than the 7.4% nationally.

In July 2014, there were 6,613 people claiming jobseekers allowance (JSA); around 3.1% of the working age population. There are around 2,300 fewer claimants than a year ago – but this is reducing more slowly than nationally. It is thought that at least part of the reduction is due to the new sanctions regime in operation. The groups most affected by adverse sanctions are men; young people aged 18-24; disabled people; and lone parents.

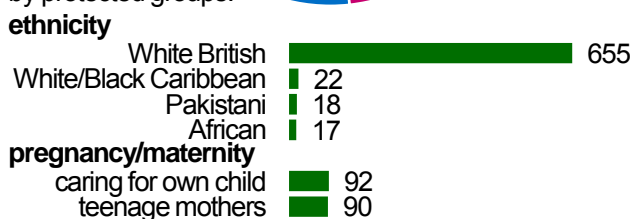
Not in education, employment or training (NEETs)

840 people aged 16-19 (7.4%) were NEET in January 2014, up from 5.2% last year. This is higher than the region and nationally, and the Council has made reducing NEETs a priority for the coming year. There are slightly more males than female who are NEET. A high rate of young mothers and carers are NEET. In 2013/14, the Job Shop helped 302 NEETs find work.

NEETs



by protected groups:



NEET data by ethnicity and pregnancy/maternity from CSWP, January 2014

Indicator	Coventry	Progress	Target
Employment rate (female)	56.9%	✗	✗
Employment rate (male)	76.5%	✓	✓
JSA claimant rate (overall)	3.1%	✓	✓
JSA claimant rate (18-24)	3.8%	✓	✓
% point difference in JSA claimants by ward	5.1%	✓	✓
NEETs (16-19)	7.4%	✗	✗

City workforce by gender



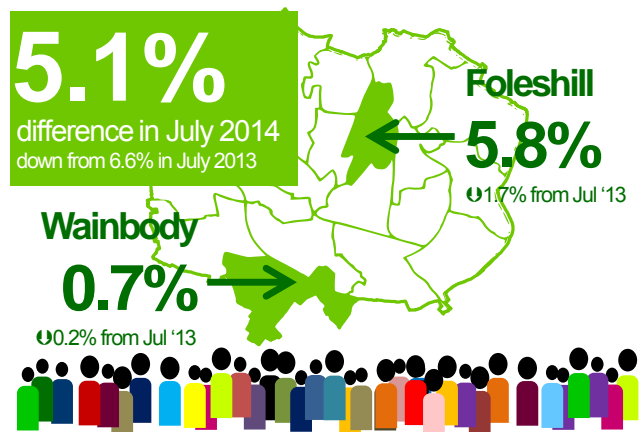
JSA claimants



In July 2014, there were 6,613 JSA claimants in Coventry. That is a rate of...

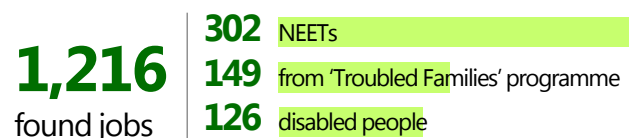


There are large differences between the ward with the highest claimant rate (Foleshill) and the ward with lowest claimant rate (Wainbody):



34,000 visitors to the Council job shop in 2013/14

getting help and advice, interview experiences, training



Access to skills and qualifications

The Council helps disadvantaged groups by providing employment and work experience within its own workforce. This helps to develop skills of young people in the city as well as improving the diversity of the Council's workforce. As at August 2014 the Council had 92 apprentices in post, including 12 with a declared disability and 8 care leavers.

Access to apprenticeships

The Council's access to apprenticeship programme is an intervention to target young people who find it difficult to obtain apprenticeships and likely to see no benefit from training. The course specifically targets young people with the most barriers to employment. Since its inception in 2012, 61 young people have attended the course. Following attending the course, 40 young people have gained employment: 25 young people gained an apprenticeship in the Council and 15 with other local employers.

Work experience

The Council arranges work experience placements for a wide variety of applicants. This includes school work placements, college students, under and post-graduates as well as assisting those seeking work. In the past year, the Council has provided in excess of 100 placements across all directorates and a wide range of service areas.

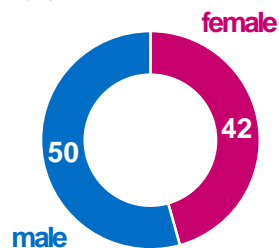
Council apprentices

by job / application status:



■ in post ■ at job offer stage ■ adverts live ■ posts by September

by gender:



by other characteristics:

disability declared:
12

care leaver:
8

Data from the Council's Entry to Employment Team, 24 July 2014

by ethnicity:



Reducing the impact of poverty

Earnings

Residents, male and female, have seen greater increases in their pay than regionally or nationally. However, males residing in the city have seen a bigger increase in pay (up 5%) compared to female (up 3.1%) and so the pay gap for male and female residents in Coventry has widened. Coventry's gender pay gap (16.2%) is higher than 15.6% for Warwickshire, 10.4% in region and 10.0% nationally.

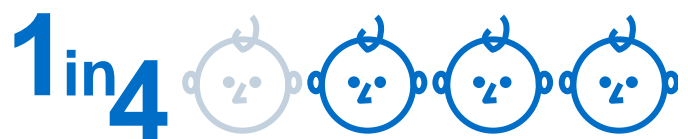
Relative child poverty

The children in low income families measure shows that relative child poverty has fallen. However, this is mainly because of a fall in average incomes overall rather than any improvements to the least well-off in society.

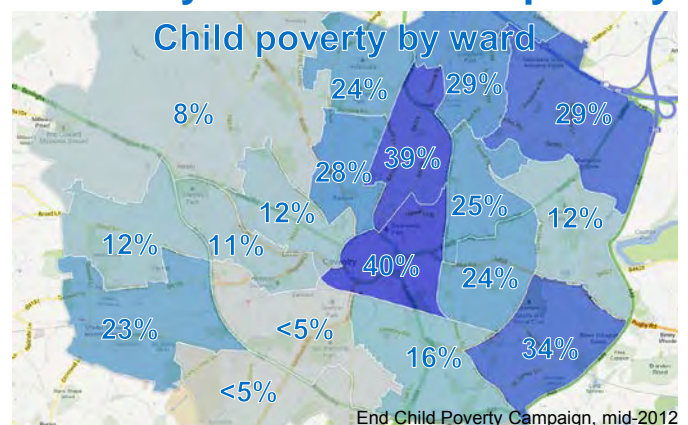
Credit unions

Credit unions offer families low cost loans – an alternative to payday lenders. The Council has offered £42k per year in grant aid funding to the two existing credit unions, New Central Credit Union and Coventry East Credit Union. The conditions of the agreement are that credit unions demonstrate year on year growth in membership.

Indicator	Coventry	Progress	Target
Median annual pay (female)	£22,361	✓	✓
Median annual pay (male)	£29,713	✓	✓
Gender pay gap	16.2%	✗	✗



Coventry children live in poverty



Further comparisons online at: <http://smarturl.it/covchildpoverty>

Living wage

Last August, the Council implemented the living wage. It is hoped that this will encourage other organisations to follow. The introduction of the living wage (minimum of £7.65 per hour) has improved the income levels of a substantial number of low paid individuals in the Council; the majority of whom are female employees. The Council's Social Value Policy also includes payments of a Living Wage as one of the criteria the Council will consider in its procurement.

Impact of welfare reform

The Government's Welfare Reform programme is intended to cut the welfare bill and make the system fairer, in order to 'make work pay'. However, evidence from the Local Government Association suggested more working households affected by welfare reform than non-working households. One reason for this is because of changes to tax credits, with 28,100 working households seeing an average loss of £1,247 a year in tax credits (£35m in total) compared to 9,200 non-working households seeing an average increase of £150 a year through tax credits (£1.4 million in total).

This situation is mirrored locally in Coventry. Estimates suggest that welfare reform has cost the local economy £112m per year, and that cuts have disproportionately affected poorer areas. Last July, the Coventry Partnership launched a welfare reform booklet and video, setting out the changes being introduced and the local help available to help residents plan for the future. The Council is also monitoring the combined impact of the reforms on local people, to ensure that services are coordinated.

Housing benefit

In April-June 2014, 28,966 Coventry households claimed housing benefit, of which 6,144 homes (21%) have seen an average reduction in their housing benefit claim of £11.13. While four fifths of housing benefit claimants are single, the changes have disproportionately affected people in private rented accommodation; couples; and disabled people. Couples have seen an average reduction of £12.28 a week compared to £10.83 for singles; and of the 4,787 households with a disability claiming housing benefit, 23% of these having seen a reduction (£11.62 on average), compared to 21% for non-disabled households (£11.02) per week.

Discretionary housing payment

1,639 households out of 2,999 applicants were awarded Discretionary Housing Payments in 2013/14. The total amount awarded to Coventry applicants was £813,787. This is made up of £798,643 from DWP and topped-up by the Council. 634 awards were related to under occupancy households and 12 were benefit capped households.

Living wage

The living wage is currently...

£7.65 per hour



658 lowest-paid Council employees have benefitted from the living wage; of these:

514 female

144 male

Income



Full-time earnings in Coventry have gone up by more than nationally. As wages in male-dominated sectors have increased at a faster pace than pay in female-dominated sectors, the gender pay gap has increased.



Income data shown is the full-time median annual pay for residents from the ONS Annual Survey of Hours and Earnings, 2012 revised data and 2013 provisional data. Note that the gender pay gap does not take into account the proportion of men and women in different sectors of the economy or differences in rates of pay for comparable jobs.

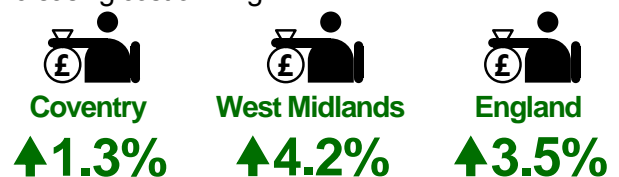
Cost of living



Costs have gone up by an average of 5.3% between 2011 and 2013:



While overall wages (full-time and part-time) have gone up... they have not kept pace with the increasing cost of living:



This means that **real wages have declined**.

Data from the Office for National Statistics. Cost data is Consumer Price Index (CPI) inflation between June 2011 and June 2013 and wages are the median annual incomes in 2011-2013 from the Annual Survey of Hours and Earnings (ASHE). CPI inflation between June 2013 and June 2014 has gone up by another 1.9% but ASHE data for 2014 is not yet available.

Estimates suggest 31,641 working age households claiming benefit and in work will see an average loss of £1,556 a year (overall impact of £49.2 million), whereas 20,381 benefit-claiming working-aged households not in work will see an average loss of £1,645 a year (overall impact of £33.5 million). Lead claimants aged between 45-54 years are more likely to be impacted, with 32% having seen a reduction in their claim. This is followed by those aged 55-64 (28%); aged 35-54 (23%); and aged 25-34 (22%). Housing benefit lead claimants are more likely to be female, but similar proportions of male and female claimants have been impacted.

Fuel poverty

A household is in fuel poverty if their required fuel costs are above the national median level and if they spent that amount they would be left with an income below the official poverty line. In 2013/14, the Council secured a £563k grant from the Government to support disabled people by improving the energy efficiency of their homes.



The Council has produced an updated online aerial thermal map displaying the results of the Thermal Survey 2013. Residents can compare the level of heat being lost through the roof online at www.coventry.gov.uk/thermalmap/

Increase the supply, choice and quality of housing

Developing housing of the right type, tenure and in the right location continues to remain a priority for the city.

Coventry Homefinder

As at 1 April, there were 14,272 households registered with Coventry Homefinder, the choice-based letting system by which social housing in Coventry is allocated. Of these, 1,817 (13%) households were in priority housing need. On 31 July, the way applicants are shortlisted was changed – taking into account the priority band (the relative housing need), rather than the amount of time they have been on the register alone. This change means that the majority of social housing properties are prioritised for applicants with a housing need.

Larger and aspirational homes

There is an acute need for large affordable family housing with 4+ bedrooms. Unfortunately, families in overcrowded situations have to wait a long time for a suitable property to become available. In 2013/14, 36 properties with 4+ bedrooms became available – against 458 households on the register requiring at least 4 bedrooms as at 1 April 2014; including 145 in urgent housing need.

Affordable housing

Affordable housing includes social, affordable and intermediate rent; and affordable home ownership. Meeting the need for all types of affordable housing is challenging, due to a limited supply of suitable land, a difficult economic climate and a reduction in the amount of social housing grant funding. Despite this, over the last 5 years an average of 332 additional affordable homes per year has been delivered, of which 101 were family homes with 3+ bedrooms. This represents 30% of the total affordable housing completions per year. At 409 per 100,000 residents in Coventry, the affordable housing rate in Coventry compares well to 319 in the West Midlands metropolitan area and 367 overall.

Housing & homelessness

1,840 properties adapted for disabled occupiers over the last five years



£14 million

allocated for disabled facilities grant in the Housing & Homelessness Strategy 2013-2018



1,340

affordable housing units made available between 2010/11 and 2013/14



261 of 900

new homes completed in 2013/14 have four or more bedrooms
the first time this has increased in the past nine years

Adapted properties

There is a shortage of purpose-designed or suitably adapted accommodation for disabled people in priority housing need. Recognising this, adapted properties are now offered directly to people on the register, who require the specific adaptations in the property. Given the shortage of adapted properties this change makes better use of the adapted properties that become available, by ensuring that they are matched to applicants that require those types of adaptations.

Increasing the range of opportunities for people to access arts and cultural events

Belgrade Theatre

163,123 people went to a show in 2013/14 (occupancy of 57%). 43% were from a priority area and 9% were new audiences. However, only 1.9% of users said they had a disability. 9,522 people participated in a community or education event – of whom 59% were school-aged and 29% from a priority area.

Coventry Transport Museum

454,814 people visited in 2013/14, similar to last year. A key target group is young people, and 14,421 pupils from 355 schools visited last year. A £8.5m redevelopment project will, amongst other things, increase opportunities for local people to get involved in a wide range of activities, open up the 12th century grammar school and provide lift access to both floors of the building.

Herbert Art Gallery and Museum

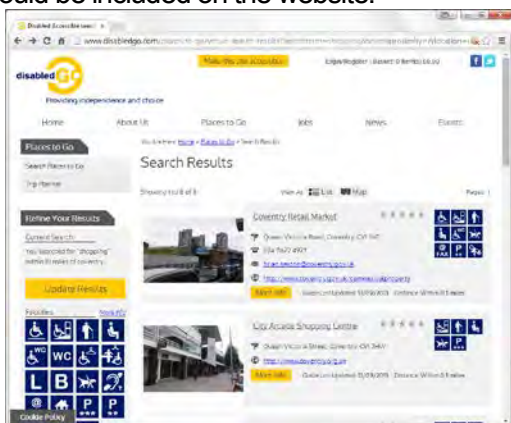
228,181 people visited the gallery in 2013/14, plus 9,944 visits to the Lunt Roman Fort and 29,745 visits to the Priory Visitor Centre. Herbert Media runs a range of programmes. In 2013/14 this included a work-related learning project, *Reconnect*, to get young people back into learning through graphic design, music technology and special effects; *Getting Involved*, five 60-hour courses for young people at risk of exclusion; and *Your Paintings* engaging young people with learning disabilities.

Sports

The new Sports Strategy is especially looking to increase children and young people that regularly participate in sports; and to increase participation by disabled people, females, those on lower incomes to a level higher than national and regional averages.

DisabledGo

DisabledGo provides disabled people with information on accessible venues around the city. The Council fund DisabledGo for the upkeep of the Coventry pages; and in August, the Council consulted users about other venues that should be included on the website.



Find out more at: www.disabledgo.com

Arts and culture



163,123
audience



454,814
visitors



228,181
visitors

Herbert Media programmes

In 2014/15, the Herbert will be running a *Creative Bridges* programme to help engage people with learning disabilities into work; and are producing films with young people to raise awareness of sex education, drugs and 'legal highs'.

Passport to Leisure and Learning

The Passport to Leisure and Learning gives discounts on many leisure and learning activities across Coventry for people claiming a qualifying benefit, whatever their age. Find out more at: www.coventry.gov.uk/ptll/.



Users are accessing the Coventry guides from...

- ★ Coventry
- ★ London
- ★ Leicester
- ★ Birmingham
- ★ Leamington Spa
- ★ Nuneaton
- ★ Northampton
- ★ Nottingham
- ★ Manchester

The most popular Coventry guides are...

- ★ Coombe Country Park
- ★ Eburne Centre
- ★ Coventry Register Office
- ★ Quids Inn
- ★ Pure Gym
- ★ War Memorial Park
- ★ Coombe Abbey Hotel
- ★ Coventry Cathedral

Locally committed

Improving the quality of life for Coventry people, especially for our most vulnerable residents

Making communities safer



Hate crime

The number of disability hate crime incidents recorded went down from 31 incidents in 2012/13 to 24 incidents in 2013/14. Homophobic hate crime decreased from 25 in 2012/13 to 18 in 2013/14. Gender identity/reassignment hate crime was reported for the first time in 2013/14 and there were 9 incidents reported. However the number of race/ethnicity hate crime increased from 270 in 2012/13 to 313 in 2013/14. The police and the Council are encouraging people to report all hate crime incidents.

Female genital mutilation

It is estimated that 145 women living in Coventry who gave birth in 2010 may have undergone FGM. Evidence suggests that FGM can lead to an increased risk of childbirth complications and new-born deaths. For those mothers who have undergone FGM, there is also the potential risk that their female children will also undergo the procedure. It is illegal in the UK to subject a child to FGM or to take a child abroad to undergo FGM. The Council is working with hospitals, police, schools and refugee and asylum services to raise awareness, improve data collection and support better enforcement of the law.

Domestic violence and abuse

The Crime Survey of England and Wales suggest 7% of women and 4% of men experienced domestic violence or abuse (DVA) in 2012/13. The Local Strategic Assessment 2014/15 data suggests that 3,690 to 4,590 people in Coventry contacted at least one local DVA service in 2013 (85% female; 15% male). Following the Ofsted inspection, DVA notifications are now jointly screened between social care and the Police. New services have been commissioned starting September 2014. These will provide another 14 units for women experiencing DVA; provide accommodation for men for the first time; and increase aftercare support to help 200 children affected by DVA.

Indicator	Coventry	Progress	Target
Domestic violence incidents involving children	39.6%	N/A	N/A
Domestic violence/abuse victims known to the police	3,846	N/A	N/A
Referrals to the Sexual Assault Referral Centre	276	N/A	N/A

Indicator	Coventry	Progress	Target
Recorded crime in priority locations	15,783	✓	✓
Recorded offences motivated by hatred/prejudice towards a person because of their actual/perceived protected characteristic of...			
...disability	24	N/A	N/A
...race/ethnicity	313	N/A	N/A
...sex/gender/transgender	9	N/A	N/A
...sexual orientation	18	N/A	N/A
...religion or belief	10	N/A	N/A
...gypsy/traveller	2	N/A	N/A

Crime flash facts

In 2013/14, there were...



313 racist hate crime incidents reported, up from 270 the year before



276 sexual assaults referred to the Sexual Assault Referral Centre

Female genital mutilation

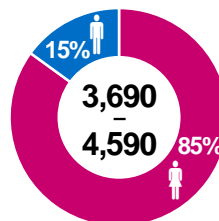


301 births in Coventry in 2010 to mothers born outside of the UK where FGM is practiced

145 estimated number of mothers who gave birth in 2010 may have undergone FGM based on FGM prevalence within the mothers' country of origin

Domestic violence/abuse

Local Strategic Assessment 2014/15 data suggests...



people contacted at least one local DVA service in 2013.

This underestimates the true extent of DVA in the city. Crime Survey data suggests some 11,000 women and 7,000 men experience DVA each year.

Protecting and supporting the most vulnerable

A bolder community services

The Council's 'A Bolder Community Services' (ABCS) programme was established to help the Council deliver a £8m savings target for 2014/15. In January 2014, a wide ranging set of proposals were approved by Cabinet, including some closures, reductions and changes in services provided by, or commissioned by, the Council. The proposals will impact on protected groups that include those of age, ethnicity, disability and gender, but will help the Council to continue providing services to the most vulnerable with fewer resources. The impact of the changes on various groups is being monitored over the coming months.

Exercising choice and control

There has been an increase in the number of adult social care users who have a personal budget enabling them to exercise choice where they wish to, in determining the services they need and how to access them. New ways of delivering services have been implemented to promote independence and choice, including the launch of an equipment website, EasyLivingAids, to give people more information about what is available. Find out more at: <http://www.easylivingaids.co.uk/coventry/>.

Looked after children

Coventry continues to have a very high number of children known to social care, and an increasing number of referrals. Following the inadequate Ofsted judgement an independent Coventry Children's Improvement Board was set up to monitor the service to ensure that children are safe; child protection is effective; the voice of the child is listened to and acted upon; improving co-ordination of multi-agency protection; and a coherent early help offer involving midwives, health visitors and children centre staff.



A Multi Agency Safeguarding Hub (MASH) is being set up in Coventry. It will see workers from key partners responsible for safeguarding children in Coventry co-located in one building for the first time. The Coventry MASH will begin its operations from September 2014.

Find out more at www.coventry.gov.uk/mash/.

Adult social care



56.2%
adult social care users with a personal budget giving people choice and control over their own lives

living well with **Dementia**



Coventry and Warwickshire

The Council secured £370,000 in Department of Health capital grant funding to make physical improvements to residential environments and make them more 'dementia friendly.' This includes working with partners to provide support and improve access to information. Find out more at www.livingwellwithdementia.org.

Indicator	Coventry	Progress	Target
Adult social care users with a personal budget	56.2%	✓	✗
Adult social care users with a direct payment	16.3%	✓	✓

Looked after children

614

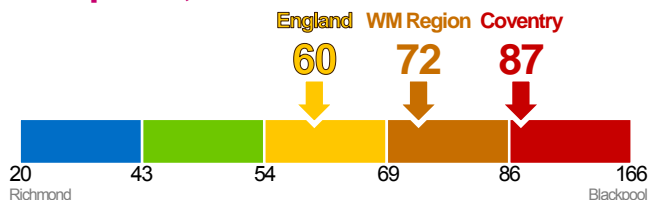
July 2013

622

July 2014

Expressed as a rate per 10,000 under 18s, Coventry has a high rate of looked after children, putting the city in the top 30 of all 151 local authorities in England.

Rate per 10,000 looked after children



Rate per 10,000 data from the Department of Education children looked after at 31 March 2013 Table LAA1.

Indicator	Coventry	Progress	Target
Looked after children (rate per 10,000 under 18s)	87	=	✗

Meeting the needs of homeless people

Over the last 5 years, the number of homeless people presenting to the Council has averaged at 1,296 per year, with an average of 581 households accepted as being statutory homeless (545 in 2012/13 and 551 in 2013/14). The Council has commissioned the Salvation Army to manage all supported accommodation and floating support for homeless people and ex-offenders. In the past, supported accommodation and floating support services for these groups were contracted out separately. The new amalgamated service will help facilitate better outcomes and life chances for vulnerable homeless and ex-offender clients through an enhanced, streamlined service. Homeless people and ex-offenders can now receive support services through a single point of access (the Hub Service). In addition to this, a 63 unit hostel is being developed by Whitefriars Housing Group. This homeless facility will become available from April 2015 and will cater for single homeless men and women and will replace the male-only Chace hostel.



Indicator	Coventry	Progress	Target
Households accepted as statutory homeless	551	=	×
Homeless cases prevented	1,468	✓	✓

Reducing health inequalities

A Marmot city

As one of seven Marmot cities the Council has developed a work programme to help to reduce health inequalities. Although there has been improvement in life expectancy for both male and female there continues to be a gender gap and significant differences across areas of the city. Work to help improve disability free life expectancy across the city through health and well-being is a particular priority for the Council.

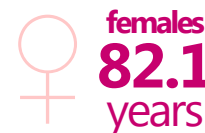
Life expectancy

Male life expectancy at birth has increased from 77.6 years in 2009-11 to 78.1 in 2010-12. However this is lower than the national figure at 79.2 years and slightly lower than the regional figure at 78.7 years. Female life expectancy at birth has increased from 81.9 years in 2009-11 to 82.1 in 2010-12. This is lower than the national figure at 83 years and slightly lower than the regional figure at 82.7 years. There continues to be significant variation in areas across the city. Work to help improve the disability free life expectancy of residents is a Council public health priority.

Mental health

Last year Scrutiny Coordination Committee requested that "mental health" be included as a category in future Equality Strategy reports. Since then the Council has planned to undertake a needs analysis on mental health services in order to inform a discussion at the next Marmot Steering Group meeting on the issue as it relates to health inequalities. This exercise will explore the need for mental health services, see what services are available, how well they are delivering services and make recommendations for the gaps in services.

Life expectancy at birth in Coventry

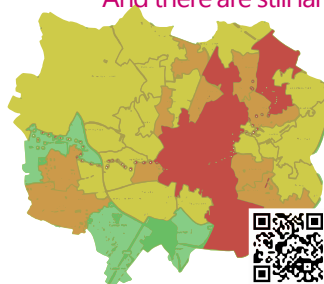


This remains below the regional and national averages:

78.7 West Midlands
79.2 England

82.7 West Midlands
83.0 England

And there are still large variations in the city:



Indicator	Coventry	Progress	Target
Male life expectancy at birth 2010-12	78.1	✓	✓
Inequality in male life expectancy 2006-10	11.7	N/A	N/A
Inequality in male disability-free life expectancy at birth 1999-2003	16.6	N/A	N/A
Female life expectancy at birth 2010-12	82.1	=	=
Inequality in female life expectancy 2006-10	7.9	N/A	N/A
Inequality in female disability-free life expectancy at birth 1999-2003	14.5	N/A	N/A

Conception rates

There has been a reduction in the rate of conception to girls aged under 18 from 48.9 (per 1,000 15-17 year olds) in 2011 to 38.6 in 2012. However this is still higher than the regional average (34.6) and national average (27.7). There is a time delay in reporting on this indicator.

Indicator	Coventry	Progress	Target
Conceptions to girls aged under 18 (rate per 1,000 15-17 year olds)	38.6 2012	✓	✓

Age friendly city

The Council is working with Age UK and Coventry University to make Coventry an age-friendly city by promoting the opportunities available to improve health, participation and security as people age; increasing the quality of life for all residents. The initiative will build upon work that is already in place and on-going across the city, including the older people's wellness strategy, the Marmot work programme and the dementia strategy. The Council is developing a strategy which will drive improvements in services for people with dementia and their carers.

What are age-friendly cities?

"The World Health Organisation (WHO) global network of age-friendly cities and communities was established to foster the exchange of experience and mutual learning between cities and communities worldwide. Any city or community that is committed to creating inclusive and accessible urban environments to benefit their ageing populations is welcome to join." Find out more: www.who.int/ageing/age_friendly_cities_guide/en/

Injuries due to falls

There was an increase in injuries due to falls in people aged 65 and over from 2,261 in 2012/13 to 2,484 in 2013/14. This was higher than both the regional (1,951) and national average (2,011). Support to reduce the number of falls has been identified as a priority.

Indicator	Coventry	Progress	Target
Injuries due to falls in people aged 65 and over	2,484	✗	✗

Giving children the best start in life

Child development

In 2013/14, 55.4% of five year olds achieved a good level of development; higher than in similar areas (48%), regionally (50%) and nationally (52%). However, large gaps in attainment exist. The lowest achieving groups are Gypsy/Roma (5%); other ethnic group (36.2%) and Looked After Children (36.8%). The main determinant, however, is socio-economic background – children from a deprived background are less likely to achieve a good level of development. However, there is a gender gap even at age five: over 60% of girls achieve a good level of development while less than half of boys (48.5%) do so; that is, the average boy do worse than the average child residing in Coventry's 30% most deprived national areas (50%). These differences have real consequences as there are more girls than boys who then go onto attaining higher grades at every stage of education: at Key Stage 2, GCSE, A-Level, and in the higher numbers of women who go onto studying at university.

Educational attainment

Educational attainment at Key Stage 2 and Key Stage 4 has shown improvement for many of the most vulnerable groups. Improving the attainment of the most vulnerable groups continues to be a priority for the Council as well as improving the attainment of all pupils to perform at least as well as the national average.

Early years development

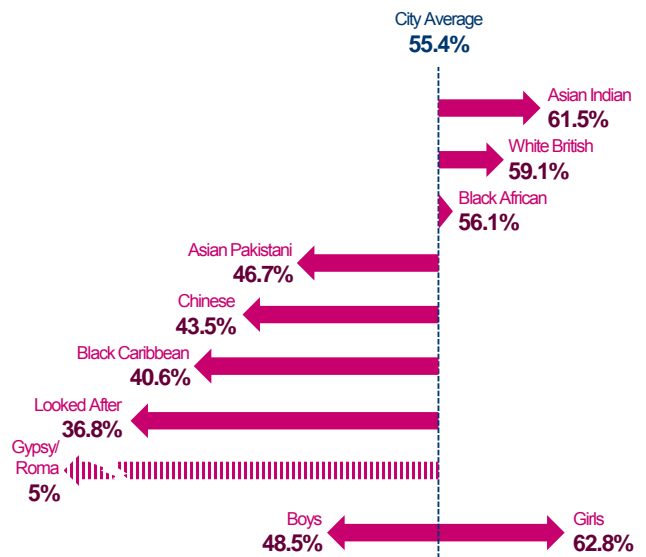


55.4% of five year olds in Coventry achieved a good level of development. This compares well to... **47.7%** Similar areas **51.7%** England

Across the 17 early learning goals...

- 63%** achieved expected level in writing
- 89%** achieved expected level in technology

There are, however, large gap between different groups...



Primary education

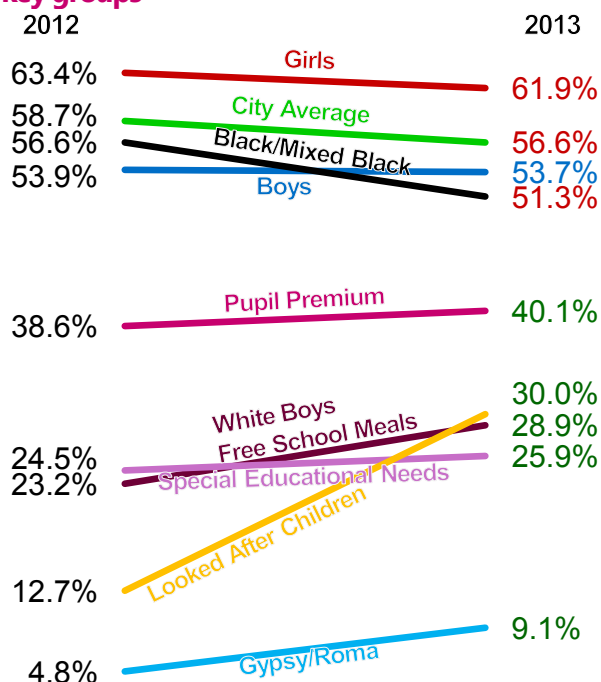
The priorities for raising attainment and progress at KS2 includes close the gaps in attainment for vulnerable groups such as pupils with special educational needs, those from the most deprived neighbourhoods and different ethnic groups of pupils. There will also be a focus on further raising the attainment of boys, to narrow the gender performance gap.

Secondary education

At GCSE (Key Stage 4) the proportion of pupil's achieving 5 A*- C in English and Maths decreased from 58.7% in 2012 to 56.6% in 2013. This was below the national average of 60.6%. Achievement for key vulnerable groups showed an overall improvement across most groups with the exception of girls' performance which was slightly reduced from 63.4% in 2012 to 61.9% in 2013 and Black/Mixed Black pupils reduced from 56.6% in 2012 to 51.3%. There was also improvement in the achievement of Looked After Children from 12.7% in 2012 to 30.0% in 2013 followed by Gypsy/Roma from 4.8% in 2012 to 9.1% in 2013, however as these cohorts are small, the actual numbers may be very low.

5+ GCSE at A*-C (including English and Maths)

by key groups



Breastfeeding

44.9% of infants checked in April to December were totally or partially breastfed at 6-8 weeks.

Smoking

There is an increase in mothers who smoke at the time of delivery.

Key Stage 2

Indicator	Coventry	Progress	Target
Difference between the following groups and the city average in achieving Level 4 in reading, writing and mathematics at Key Stage 2 (city average in 2013 is 71%)			
Black African and Mixed White/Black African	-3% (74%)	✓	✓
Black Caribbean	15% (56%)	✗	✗
Black Other	0% (71%)	✓	✓
Transient	7% (64%)	=	✗
Pupil Premium	10% (61%)	✓	✓
Special Educational Needs	40% (31%)	✓	✓
Looked After Children	28% (43%)	✗	✗
Gypsy/Roma	53% (18%)	✗	✗
Boys	3% (68%)	✓	✓
Girls	-3% (74%)	✓	✓

Key Stage 4

Indicator	Coventry	Progress	Target
Difference between following groups and the city average in achieving five good GCSEs including English and Maths (city average in 2013 is 56.6%)			
Black and Mixed Black	5.3% (51.3%)	✗	✗
Pupil Premium	16.5% (40.1%)	✓	✓
White Boys on Free School Meals	27.7% (28.9%)	✓	✓
Special Educational Needs	30.7% (25.9%)	✓	✓
Looked After Children	26.6% (30.0%)	✓	✓
Boys	2.9% (53.7%)	✓	✓
Girls	-5.3% (61.9%)	✓	✓

Indicator	Coventry	Progress	Target
Breastfeeding rates at 6-8 weeks	44.9%	N/A	N/A

Data for the Coventry & Rugby Clinical Commissioning Group area.

Indicator	Coventry	Progress	Target
Mothers who smoke at time of delivery Q4 2013/14	13.1%	✗	✗

Delivering our priorities

Maximising the use of our assets; reducing operating costs · active citizens; strong and involved communities



Council as an employer

The Council aims to have a workforce that reflects the diversity of the local population. The annual workforce profile sets out the numbers of disabled employees, black and minority ethnic (BME) employees, and the gender pay gap. The 2013/14 profile is due to be published in October.

The total number of contracts as at 31 March 2014 was 6,270 (excluding schools and casual posts). 4,445 (70.89%) of the workforce was female; 1,023 (16.3%) was from BME groups; and 379 (6.04%) of employees declared a disability. At senior management level (Grade 10+), 85 (51.2%) are female and 17 (10.24%) are from BME groups.

Equal pay audit

An equal pay audit confirms that there is no significant variation in pay between male and female staff of the same grade in the Council.

Grade	Gender	% difference from grade average			No of employees
		Basic Pay	Normal Pay		
1	Female	0	-0.01		1,373
	Male	0	0.17		90
2	Female	0.12	-0.13		647
	Male	-0.46	0.5		175
3	Female	0.07	-0.04		1,815
	Male	-0.37	0.22		355
4	Female	0.2	0.34		1,048
	Male	-0.5	-0.88		407
5	Female	0.39	0.42		675
	Male	-1.21	-1.29		218
6	Female	-0.23	-0.25		427
	Male	0.52	0.57		191
7	Female	-0.07	-0.13		329
	Male	0.15	0.3		147
8	Female	-0.44	-0.48		185
	Male	0.89	0.97		91
9	Female	0.07	0.07		103
	Male	-0.14	-0.14		50
10	Female	0.28	0.28		30
	Male	-0.25	-0.25		33

Equal pay audit conducted on National Joint Council (NJC) for local government services pay scales grades 1-10. This excludes, for example, senior management which are paid on a different scale.

Gender pay gap

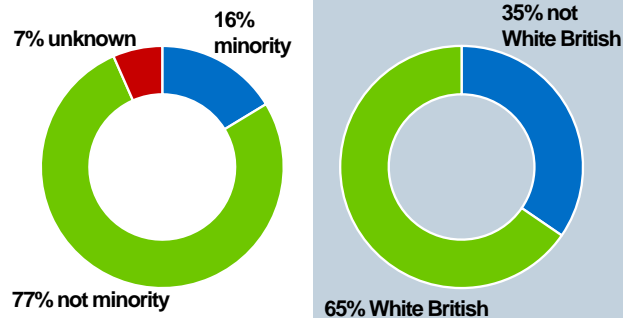
Across all grade ranges, over 7 in 10 Council employees are female. However, as women are more prevalent in the lower pay bands and less prevalent at the highest pay bands; this means that, on average, male Council employees earns more than female Council employees. In August 2013, the Council implemented the Living Wage for its employees. This has improved the income levels of a substantial number of low paid individuals in the Council; the majority of whom are female employees.

Workforce profile

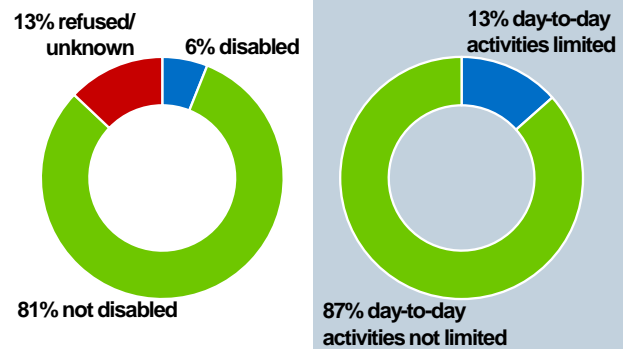


Council employees Working-aged population*
Coventry 2011 Census

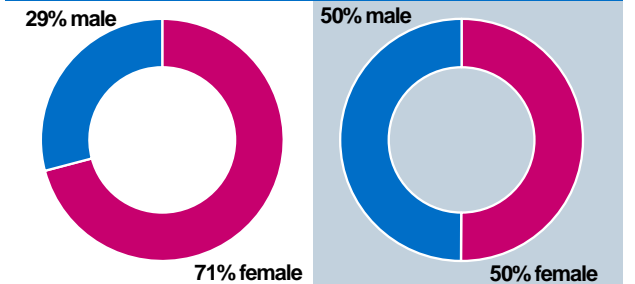
Ethnicity



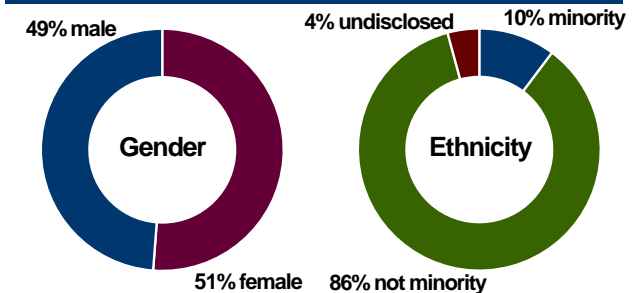
Disability



Gender









Senior management level (Grade 10+)





* Coventry residents aged 16-64 Census 2011 self-reported categories

Equality Indicators

Number	Title	Previous Performance 2012/13	Latest Performance 2013/14	Comparator	England	Progress	Target	Target Status
 Globally connected								
 Jobs for local people								
EI 1.01a	Employment rate (female residents)	58.4% 2012	56.9% 2013	WMR 63.5% 2013	GB 66.4% 2013	✗	↑	✗
EI 1.01b	Employment rate (male residents)	71.3% 2012	76.5% 2013	WMR 74.9% 2013	GB 76.5% 2013	✓	↑	✓
CP 1.07a	Job Seekers Allowance (JSA) claimants (seasonally-adjusted)	4.3% July 2013	3.1% July 2014	WMR 3.0% July 2014	2.8% July 2014	✓	↓	✓
CP 1.07c	JSA claimant rate (18-24 years old)	5.4% Dec 2012	3.8% May 2014	WMR 5.3% May 2014	4.1% May 2014	✓	↓	✓
EI 1.02	% point difference in JSA claimants by ward	6.6% July 2013	5.1% July 2014	—	—	✓	↓	✓
CP 1.07b	NEETs (16-19 years old)	5.2% Dec 2012	7.4% Dec 2013	WMR 6.0% Dec 2013	5.3% Dec 2013	✗	↓	✗
 Reducing the impact of poverty								
EI 1.03a	Median annual pay - full time (female residents)	£21,721 2012 revised	£22,361 2013 Provisional	WMR £21,626 2013 Provisional	£23,754 2013 Provisional	✓	↑	✓
EI 1.03b	Median annual pay - full time (male residents)	£27,063 2012 revised	£29,713 2013 Provisional	WMR £27,838 2013 Provisional	£29,700 2013 Provisional	✓	↑	✓
EI 1.04	Gender pay gap for gross hourly earnings of employees excluding overtime (Coventry residents)	14.59% 2012 revised	16.20% 2013 provisional	Warks 15.6% WM Met 12.6% WM Reg 10.4% 2013 provisional	10.7% 2013 provisional	✗	↓	✗
 Locally committed								
 Protecting the most vulnerable								
EI 1.05	Recorded crime reduction in priority locations	16,642 2012/13	15,783 2013/14	—	—	✓	↓	✓
EI 1.06	Reported offences motivated by hatred/prejudice towards a person because of their actual/perceived protected characteristic of...							
EI 1.06a	...disability (disability hate crime)	31 2012/13	24 2013/14	—	—	N/A	↑ To increase reporting	N/A
EI 1.06b	...race/ethnicity (racist incidents)	270 2012/13	313 2013/14	—	—	N/A		N/A
EI 1.06c	...racist/disablist	1 2012/13	—	—	—	N/A		N/A
EI 1.06d	...racist/homophobic	2 2012/13	—	—	—	N/A		N/A
EI 1.06e	...sex/gender or transgender (gender identity/reassignment)	—	9 2013/14	—	—	N/A		N/A
EI 1.06f	...sexual orientation (homophobia)	25 2012/13	18 2013/14	—	—	N/A		N/A
EI 1.06g	...religion or belief	10 2012/13	10 2013/14	—	—	N/A		N/A
EI 1.06h	...gypsy/traveller	—	2 2013/14	—	—	N/A		N/A
EI 1.06i	...not stated	1 2012/13	—	—	—	N/A	N/A	
EI 1.07	Domestic violence incidents involving children (new calculation identifies number of incidents where children were present rather than the number of children)	— Revised in 2013/14	39.6% 2013/14	—	—	N/A	↓	N/A
CP 2.21	Domestic violence/abuse victims known to the police (crime and non crime)	2,899 2012/13	3,846 2013/14	—	—	N/A	No target set	N/A
EI 1.08	Referrals to the Sexual Assault Referral Centre (Coventry and Warwickshire)	— New for 2013/14	276 2013/14	—	—	N/A	↑	N/A
CP 2.15	Adult social care users with a personal budget	55.1% 2012/13	56.2% 2013/14	CIPFA 55.6% 2012/13	55.6% 2012/13	✓	57%+ 2013/14	✗
CP 2.16	Adult social care users with a direct payment	14.9% 2012/13	16.3% 2013/14	CIPFA 15% 2012/13	16.4% 2012/13	✓	14.9%+ 2013/14	✓
CP 2.17	Looked after children (rate per 10,000 under 18s)	87 March 2013	87 July 2014	WMR 72 March 2013	60 March 2013	=	↓	✗
CP 2.23	Households accepted as statutory homeless	545 2012/13	551 2013/14	—	—	=	↓	✗
EI 1.09	Homeless cases prevented	976 2012/13	1,468 2013	—	—	✓	900+	✓
 Reducing health inequalities								
CP 2.13a	Male life expectancy at birth	77.6 years 2009-11	78.1 years 2010-12	WMR 78.7 2010-12	79.2 2010-12	✓	↑	✓
EI 1.10a	Inequality in male life expectancy at birth	11.7 years 2006-10		—	—	N/A	↓	N/A
EI 1.11a	Inequality in male disability-free life expectancy at birth	16.6 years 1999-2003		—	—	N/A	↓	N/A
CP 2.13b	Female life expectancy at birth	81.9 years 2009-11	82.1 years 2010-12	WMR 82.7 2010-12	83.0 2010-12	=	↑	=
EI 1.10b	Inequality in female life expectancy at birth	7.9 years 2006-10		—	—	N/A	↓	N/A

Equality Indicators

Number	Title	Previous Performance 2012/13	Latest Performance 2013/14	Comparator	England	Progress	Target	Target Status	
EI 1.11b	Inequality in female disability-free life expectancy at birth	14.5 years 1999-2003		—	—	N/A	↓	N/A	
CP 2.20	Conceptions to girls aged under 18 (rate per 1,000 15-17 year olds)	48.9 2011	38.6 2012	WMM 34.6 2012	27.7 2012	✓	↓	✓	
EI 1.12	Injuries due to falls in people aged 65 and over	2,261 2012/13	2,484 2013/14	WMR 1,951 2013/14	2,011 2013/14	✗	↓	✗	
EI 1.13 (CP 2.24)	Difference between the following groups and the city average in achieving a good level of development in the early years by age five (city average in 2013 is 55.4%)								
EI 1.13a	Asian Indian	— Revised in 2013	6.1% better (61.5%) 2013	—	—	N/A	Revised Indicator Baseline Year ↓ To reduce the gap	N/A	
EI 1.13b	Asian Pakistani	— Revised in 2013	8.7% gap (46.7%) 2013	—	—	N/A		N/A	
EI 1.13c	Black African	— Revised in 2013	0.7% better (56.1%) 2013	—	—	N/A		N/A	
EI 1.13d	Black Caribbean	— Revised in 2013	14.8% gap (40.6%) 2013	—	—	N/A		N/A	
EI 1.13e	Chinese	— Revised in 2013	11.9% gap (43.5%) 2013	—	—	N/A		N/A	
EI 1.13f	Looked After Children	— Revised in 2013	18.6% gap (36.8%) 2013	—	—	N/A		N/A	
EI 1.13g	White British	— Revised in 2013	3.7% better (59.1%) 2013	—	—	N/A		N/A	
EI 1.13h	White Roma/Gypsy	— Revised in 2013	50.4% gap (5%) 2013	—	—	N/A		N/A	
EI 1.13i	Boys	— Revised in 2013	6.9% gap (48.5%) 2013	—	—	N/A		N/A	
EI 1.13j	Girls	— Revised in 2013	7.4% better (62.8) 2013	—	—	N/A		N/A	
EI 1.14 CP 2.09	Difference between the following groups and the city average in achieving Level 4 in reading, writing and mathematics at Key Stage 2 (city average in 2013 is 71%)								
EI 1.14a	Black African and Mixed White/Black African	0% gap (70%) 2012	3% better (74%) 2013	—	—	✓	↓ To reduce the gap	✓	
EI 1.14b	Black Caribbean	-3% gap (73%) 2012	15% gap (56%) 2013	—	—	✗		✗	
EI 1.14c	Black Other	5% gap (65%) 2012	0% gap (71%) 2013	—	—	✓		✓	
EI 1.14d	Transient	7% gap (63%) 2012	7% gap (64%) 2013	—	—	=		✗	
EI 1.14e	Pupil Premium	12% gap (58%) 2012	10% gap (61%) 2013	—	—	✓		✓	
EI 1.14f	Special Educational Needs	41% gap (29%) 2012	40% gap (31%) 2013	—	—	✓		✓	
EI 1.14g	Looked After Children	24% gap (46%) 2012	28% gap (43%) 2013	—	—	✗		✗	
EI 1.14h	White Roma/Gypsy	42% gap (28%) 2012	53% gap (18%) 2013	—	—	✗		✗	
EI 1.14i	Boys	5% gap (65%) 2012	3% gap (68%) 2013	—	—	✓		✓	
EI 1.14j	Girls	-5% gap (75%) 2012	3% better (74%) 2013	—	—	✓		No target set	✓
EI 1.15 CP 2.10	Difference between following groups and the city average in achieving five good GCSEs including English and Maths (city average in 2013 is 56.6%)								
EI 1.15a	Black and Mixed Black	2.1% gap (56.6%) 2012	5.3% gap (51.3%) 2013	—	—	✗	↓ To reduce the gap	✗	
EI 1.15b	Pupil Premium	20.1% gap (35.6%) 2012	16.5% gap (40.1%) 2013	—	—	✓		✓	
EI 1.15c	White Boys on Free School Meals	35.5% gap (23.2%) 2012	27.7% gap (28.9%) 2013	—	—	✓		✓	
EI 1.15d	Special Educational Needs	34.2% gap (24.5%) 2012	30.7% gap (25.9%) 2013	—	—	✓		✓	
EI 1.15e	Looked After Children	46.0% gap (12.7%) 2012	26.6% gap (30.0%) 2013	—	—	✓		✓	
EI 1.15f	Boys	4.8% gap (53.9%) 2012	2.9% gap (53.7%) 2013	—	—	✓		✓	
EI 1.15g	Girls	4.7% better (63.4%) 2013	5.3% better (61.9%) 2013	—	—	✓		No target set	✓
CP 2.26	Breastfeeding rates at 6-8 weeks (for Coventry & Rugby CCG)	— New for 2013/14	44.9% Apr-Dec 2013	—	—	N/A		45.7%+	N/A
EI 1.16	Mothers who smoke at time of delivery	12.7% Q3 2013/14	13.1% Q4 2013/14	—	—	=		< 13.4%	✓
	Delivering our priorities								
	Council as an employer								
EI 1.17	Employee headcount (excluding schools and casual posts)	6,514 contracts 31 May 2013	6,270 contracts 2013/14	—	—	N/A		N/A	
EI 1.18	% of the workforce which is female	71.1% 2012/13	70.89% (4,445) 2013/14	—	—	N/A		N/A	
EI 1.19	% of the senior management (above Grade 10) which is female	55.9% 2012/13	51.2% (85) 2013/14	—	—	N/A		N/A	
EI 1.20	Black and Minority Ethnic (BME) representation in the workforce	16% 2012/13	16.3% (1,023) 2013/14	—	—	N/A		N/A	
EI 1.21	BME representation in senior management (above Grade 10)	16% 2012/13	10.24% (17) 2013/14	—	—	N/A		N/A	
EI 1.22	Employees who have declared a disability	5.9% 2012/13	6.04% (379) 2013/14	—	—	N/A		N/A	

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Cabinet Member (Policing & Equalities)

4 September 2014

Name of Cabinet Member:

Cabinet Member (Policing & Equalities) – Councillor Townshend

Director Approving Submission of the report:

Executive Director, Resources

Ward(s) affected:

None

Title:

Use of Covert Surveillance of Employees Policy and Procedure

Is this a key decision?

No

Executive Summary:

To update the Cabinet Member (Policing & Equalities) on the use of the Policy and Procedure for the Covert Surveillance of Employees.

Recommendations:

The Cabinet Member is recommended to:

- (1) Note the position outlined in the report;
- (2) Request that the Assistant Director for Legal and Democratic Services provide a report to the Cabinet Member (Policing & Equalities) on an annual basis (or more frequently if the number of applications received increases significantly) identifying the number of applications, the total cost to the local authority of the surveillance and any other relevant issues.
- (3) Authorise the Assistant Director for Legal and Democratic Services in consultation with the Cabinet Member (Policing & Equalities) to dispense with

recommendation 2 above, provided that no applications for the use of the covert surveillance are received within any 12 month period.

List of Appendices included:

None

Other useful background papers:

None

Other useful background information:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Use of Covert Surveillance of Employees Policy and Procedure

1. Context (or background)

- 1.1 At the Cabinet Member meeting (Community Safety & Equalities) on 5 March 2013, the Policy and Procedure for the Covert Surveillance of Employees was approved. The Monitoring Officer was requested to report to the Cabinet Member on a 6 monthly basis identifying the number of applications received, the total cost to the local authority of any surveillance carried out and any other relevant issues.
- 1.2 Following the meeting, the Policy and Procedure was published on the Council's intranet site, Beacon.
- 1.3 Since its implementation, there have been no applications to use covert surveillance of employees.

2. Options considered and recommended proposal

- 2.1 The policy and procedure for the covert surveillance of employees helps ensure that the Council complies with the Information Commissioner's "Employment Practices Code", the Data Protection Act 1998 and the Human Rights Act 1998.
- 2.2 The reporting on the use of the policy and its costs implications represents good practice. It is therefore proposed that Officers continue to report to Members on the number of applications received, the costs implications and any other relevant issues. However, in view of the low number of applications received (approximately 2 or 3 per year), it is proposed that the reporting is done on an annual rather than six monthly basis. In the event that the number of applications exceeds the usual number of applications, a report will be prepared for the Cabinet Member's (Policing and Equalities) consideration sooner than the 12 month anniversary.
- 2.3 However, where no applications are received within any 12 month period, it is proposed that the Assistant Director for Legal and Democratic Services in consultation with the Cabinet Member (Policing & Equalities) can dispense with the need for a report.

3. Results of consultation undertaken

- 3.1 The recommendations in this report do not require consultation to be undertaken.

4. Timetable for implementing this decision

- 4.1 The recommendations in this report will be implemented immediately. The item will be added to the outstanding items agenda for the Cabinet Member (Policing and Equalities) to ensure that the annual report is prepared in 12 months. The Council will continue to collate statistical information in relation to the number of applications received, which will be used to assess whether a report is required

within the 12 month period.

5. Comments from Executive Director, Resources

- 5.1 **Financial implications** – There are no direct financial implications arising from these changes.
- 5.2 **Legal implications** – When undertaking covert surveillance the Council must ensure that it complies with the requirements of the Data Protection Act 1998. Covert surveillance is likely to involve the processing of personal information about living individuals (e.g. recording movements of employees or taking photographs).

Surveillance must also be undertaken in compliance with the Human Rights Act 1998. Under Article 8 of the Act everyone has the right to respect for his private and family life, his home and his correspondence. To satisfy Article 8, the covert surveillance must be both necessary and proportionate.

Conducting covert surveillance of employees in accordance with the proposed procedure will ensure that the Council complies with its obligations under the Data Protection Act 1998 and the Human Rights Act 1998. Failure to carry out surveillance in accordance with the Policy and Procedure may render any evidence gathered inadmissible in any subsequent disciplinary/criminal proceedings.

6. Other implications

None

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The surveillance will help support the Council in assisting preventing and detecting a crime or serious malpractice in respect of employees. The periodic reporting on the use of the Policy helps ensure that high standards of conduct are maintained and the above legislative requirements are met when applying the policy.

6.2 How is risk being managed?

The requirement for the Council to seek Monitoring Officer/Deputy Monitoring Officer approval for any proposed use of surveillance and reporting to Cabinet Member reduces the risk of the Council undertaking such surveillance inappropriately and unlawfully. This will help ensure that the rights of employees are protected and any evidence obtained from such use will be admissible in a disciplinary hearing and/or a court of law.

6.3 What is the impact on the organisation?

There is no additional impact on the Council.

6.4 Equalities / EIA

There are no equalities/EIA issues arising from this report.

6.5 Implications for (or impact on) the environment?

There are no implications on the environment.

6.6 Implications for partner organisations?

There are no implications on partner organisations.

Report author(s):**Name and job title:** Helen Lynch, Place & Regulatory Manager, Legal Services.**Directorate:** Resources**Tel and email contact:** 024 7683 3011 helen.lynch@coventry.gov.uk;

Enquiries should be directed to the above.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Simon Brake	Assistant Director, Communities & Health Caldicott Guardian (RIPA Monitoring Officer & Senior Responsible Officer)	People Directorate	08/08/14	11/08/14
S. Mangan	Audit & Risk Manager	Resources Directorate	08/08/14	08/08/14
U Patel	Governance Services Officer	Resources Directorate	08/08/14	18/08/14
Names of approvers for submission: (officers and members)				
Diane Jones	Finance Manager	Resources Directorate	08/08/14	
C Forde	Assistant Director Legal & Democratic Services	Resources Directorate	12/08/14	12/08/14
C West	Executive Director	Resources Directorate		
Councillor Townshend	Cabinet Member (Community Safety and Equalities)	Coventry City Council	20/08/14	20/08/14

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4th September, 2014

Name of Cabinet Member:

Cabinet Member (Policing and Equalities) – Councillor Townshend

Director Approving Submission of the report:

Executive Director, Resources

Ward(s) affected:

None

Title:

Outstanding Issues Report

Is this a key decision?

No

Executive Summary:

In May 2004 the City Council adopted an Outstanding Minutes System, linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Members. The attached appendix sets out a table detailing the issues on which further reports have been requested by the Cabinet Member (Policing and Equalities) so he is aware of them and can monitor progress.

Recommendations:

The Cabinet Member (Policing and Equalities) is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of Outstanding Issues.

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

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Directorate: Resources

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Other members	Not applicable			
Names of approvers: (officers and members)				
Finance: Name	Not applicable			
Legal: Name	Not applicable			

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	Subject	Date for Further Consideration	Responsible Officer	Proposed Amendment to Date for Consideration	Reason for Request to Delay Submission of Report
1	Report back on Progress of ongoing Development of the Youth Space in Cope Street, Coventry Report back on progress (CM(CS&E) 21 st March, 2013 (Minute 73))	tbc	Executive Director, People Steve Wiles		
2*	Equality Strategy Performance report for 2013/14 (CM(CS&E) 27 th March 2014 (Minute 98))	4 th September 2014	Chief Executive Surindar Nagra/ Jenni Venn		
3	Hillfields petitions report – Community Safety Issues in last 18 months Progress on recommendations made at meeting on 31 st July 2014 (CM(P&E) 31 st July 2014 (Minute 13))	6 th November, 2014	Executive Director, People Bev Massey/ Mandie Watson		
4*	Covert Surveillance of Employees Policy and Procedure 6 monthly report (CM(CS&E)- 5 th March 2014 (Minute 83))	4 th September 2014	Executive Director, People Helen Lynch		
5	Equalities in Employment Progress report (CM(CS&E) 5 th Sept 2013 (Minute 32))	tbc	Executive Director, Resources Shokat Lal		Information on equalities in employment to be submitted as part of the annual workforce planning report.

6	<p>Effectiveness & Quality of recent consultation exercises carried out by CCC</p> <p>Further report reflecting broader consultation & Scrucro's recommendations</p> <p>CM(CS&E) – 18th Dec 2013 (Minute 60)</p>	2 nd October 2014	Chief Executive		
7	<p>Magistrates Court Building</p> <p>Progress report</p> <p>CM(CS&E) 24th Feb 2014 (Minute 82)</p>	6 th November 2014	Executive Director, Resources		
8	<p>Petition – security fencing to open land at rear of 2-66 Brookside Avenue</p> <p>Report on progress of recommendations made at 3rd July 2014 meeting.</p> <p>(CM(P&E) 3rd July 2014 (Minute 3)</p>	2 nd October 2014	Executive Director, People		
9	<p>Petition – improve environment and security of Hearsall area of Earlsdon</p> <p>Progress report on recommendations made at 3rd July meeting</p> <p>(CM(P&E) 3rd July 2014 (Minute 4)</p>	2 nd October 2014	Executive Director, People		
10	<p>Petition – Whitefriars to address incidents of fly-tipping & antisocial behaviour on Whitefriar's land on corner of Keppel Street/Wright Street</p> <p>Progress report on recommendations made at 3rd July meeting</p>	2 nd October 2014	Executive Director, People		

	(CM(P&E) 3 rd July 2014 (Minute 5))				
11	<p>Petition – Anti-social behaviour in Thompson Road, Keresley, Coventry</p> <p>Progress made on recommendations made at 31st July 2014 meeting</p> <p>(CM(P&E) 31st July 2014 (Minute 11))</p>	6 th November 2014	Executive Director, People Mandie Watson		
12	<p>Community Grant Funds</p> <p>Recommendations for the second round of grants</p> <p>(CM(P&E) 31st July 2014 (Minute 15))</p>	22 nd January, 2015	Chief Executive Maureen Metcalf/Cat Parker		

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