

Appendix 4 Integrated Impact Assessment Form (IIA)

The key aim of an impact assessment is to ensure that all Council policies, plans and strategies support the corporate mission statement

‘Enabling Luton to be proud, vibrant, ambitious and innovative’.

Why do I need to do an IIA?

The aim of this impact assessment process is to:

- Ensure adherence to the legal duties contained within the Equality Act 2010 and associated Public Sector Duty to analyse the impact of decisions to be undertaken by Council.
- Ensure the Council has **due regard** to equality taking a proportionate and timely approach to analysing the impact on citizens.
- Minimise duplication of initial impact assessments with regards to Environment and Health and maximise consideration of other key Council priorities of Inclusion and Community Cohesion.
- Ensure that the Council has been able to consider the social, health, environmental and economic impacts in its decision making in a single document and, where necessary enable the production of a comprehensive action plan to mitigate any potential negative impacts identified.

When do I need to do an IIA?

- An IIA must be started at the beginning of any project, policy or strategy, and cannot be finalised until such time as all consultations, as required, are undertaken.
- The Impact Table will help you to make early consideration of the potential impacts of your proposal and should be used from the point at which preliminary report is taken to Corporate Leadership and Management Team (CLMT) where appropriate. By using this table at your earliest point in the project, potential impacts can be highlighted and it will also be clear whether you need to carry out a full IIA.
- If you complete this table and all impacts identified are neutral, i.e. there is no noticeable impact on characteristics and priorities listed and you are fully confident of this, please contact the SJU by email setting out how you have reached this judgement as it is unlikely you will need to carry out a full IIA.
- An IIA must at all times identify those who will be affected by the decision, policy or strategy.
- At a time of economic austerity IIA authors are minded to consider the whole range of decisions, both locally and nationally when analysing the impact on citizens.
- Your first early draft is to be sent to the Social Justice Unit for comments and guidance
- Once consultation has ended, the IIA must be updated with results of the consultation and returned to Executive, where required, for further consideration and approval – at this stage it will be signed off as completed by the Social Justice Unit.

If you need further guidance please contact the Social Justice Unit (SJU). Please see links at the end of this document to key Corporate and Partnership documents that may help you complete this IIA.

Appendix 4 Integrated Impact Assessment Form (IIA)

Proposal Title:	Luton Roadmap
Lead Officer Name:	Katarzyna Wysocka
Date of IIA:	06/07/2022

Date updated after consultation:	
Early draft Seen by: <i>(Please send an early draft of your IIA to the SJU to ensure all impacts are being considered at the appropriate time)</i>	Dylan Katuwawala – EDI Coordinator

Finalised IIA Signed and seen by SJU :	
Name:	
Date	

Names of all other contributors and stakeholders involved in the preparing of this proposal who have been consulted with and agreed this assessment: <i>(Please note the IIA must not be carried out by one person)</i>	Katarzyna Wysocka Dylan Katuwawala
If there is any potential impact on staffing please include the name/s of the trade union representative/s involved in the preparation of this assessment or any supporting evidence of request to participate:	

Proposal Outline

Information supporting the proposal (**who, what, where, how, why**). Breakdown of present users by ethnicity, age, sex, disability, religion/belief, sexual orientation (if recorded). Show areas in the town with the biggest and lowest needs. Greater emphasis is required at the start of the IIA on the service, how it is delivered now and how the new service will be delivered.

The Luton Net Zero Roadmap lists priority objectives and key actions for the main sectors needing carbon reduction. The key actions fall into the three stages as above – Foundations, Scaling Up and Reaching Net Zero.

Homes

- Improve building fabric such as walls and roofs to reduce energy needs (the “fabric first” approach)
- Replace gas fired heating systems with electric heating including heat pumps
- Increase the amount of renewable electricity through roof solar photovoltaics (PV)
- Enable new jobs through providing training for new skills (such as whole house retrofit, installing heat pumps, EV chargers etc)

Non-residential buildings

- Improve energy efficiency and increase on site renewable electricity generation
- Replace gas fired heating systems to zero carbon sources including heat pumps
- Increase the amount of renewable electricity through rooftop solar PV
- Improve efficiencies in manufacturing systems

Transport and active travel

- Promote walking and cycling for shorter trips
- Promote public transport for longer journeys and accessing the airport
- Increase electric vehicle charging network for public, council and taxi use
- Use of biofuels in place of petrol and diesel where electric vehicles are not yet available

Luton Airport

- To work with the Airport Operator to deliver carbon neutral airport ground operations by 2030 and net zero by 2040, and to deliver carbon neutral surface access by 2040.
- Playing their part in delivering the Government’s ambition of net zero aviation through supply of sustainable aviation fuels and support for electric aircraft

Waste and consumer choices

- A thriving green and circular economy, with businesses providing accessible low carbon services and offering sustainable, local and healthy products.
- Residents are aware of best practice waste management and are empowered to prevent waste and to recycle

Biodiversity and resilience

- Work towards increasing tree canopy by 1 hectare in 5 years
- Increase access to green space for residents and improve biodiversity in gardens and public spaces.
- Connect the Town Centre more to nature, with residents feeling ownership over green space.
- Improve climate resilience to reduce the impact of extreme weather: heatwaves and heavy rainfall.

As the council's direct and indirect emissions represent less than 1% of Luton's emission, central to the Roadmap report is the message that everyone has a role to play and Luton will only achieve net zero with everyone actively involved.

The council is committed to town-wide vision for Luton as a place to thrive where no one has to live in poverty. Building sustainable partnerships is seen as key to successful delivery of carbon reduction at the scale that is required to achieve the town wide ambition of a net zero carbon and climate resilience by 2040.

It should be noted that actions and recommendations proposed in the Net Zero Roadmap are subject to funding and deliverability. Further work is required on the cost of implementation of individual actions.

Impact Table

The purpose of this table is to consider the potential impact of your proposal against the Equality Act 2010 'protected characteristics' and the Council's Social, Environmental and Economic priorities.

Once you have completed this process you should have a clearer picture of any potential significant impacts¹, **positive**, **negative** or **neutral**, on the community and/or staff as a result of your proposal. The rest of the questions on this form will help you clarify impacts and identify an appropriate action plan.

Protected Groups	Citizens/Community			Staff (for HR related issues)		
	Positive	Negative	Neutral	Positive	Negative	Neutral
Race	X					
Sex			X			
Disability	X					
Sexual Orientation			X			
Age	X					
Religion/Belief			X			
Gender Reassignment			X			
Pregnancy/Maternity	X					
Marriage/Civil Partnership (HR issues only)			X			
Care Responsibilities ² (HR issues only)						
Social & Health ³						
Impact on community cohesion			x			
Impact on tackling poverty	x					
Impact on health and wellbeing	x					
Environment						
Impact on the quality of the natural and built environment	X					
Impact on the low carbon agenda	X					
Impact on the waste hierarchy	X					
Economic/Business						
Impact on Luton’s economy and/or businesses			x			
Impact on jobs			x			
Impact on skills	X					

¹ "Significant impact" means that the proposal is likely to have a noticeable effect on specific section(s) of the community greater than on the general community at large.

² This is a Luton specific priority added to the 9 protected characteristics covered under the Equality Act and takes into account discrimination by association.

³ Full definitions can be found in section 3

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Please answer the following questions:

1. Research and Consultation
1.1. Have you made use of existing recent research, evidence and/or consultation to inform your proposal? Please insert links to documents as appropriate.
<u>Click here for local demographics and information</u>
The draft Luton Roadmap has been built up from the previous Borough emission's profile developed by Anthesis in 2019. A copy of this report can be found following this link <u>https://www.anthesisgroup.com/wp-content/uploads/2020/03/Luton-Climate-Action-Plan-Support_FINAL_v2.pdf</u>
1.2. Have you carried out any specific consultation with people likely to be affected by the proposal? (if yes, please insert details, links to documents as appropriate).
Guidance Notes: <i>If you have not yet undertaken any consultation you may wish to speak to the Consultation Team first as a lack of sufficient consultation could place the Council at risk of legal challenge.</i>
<u>Click here for the LBC Consultation Portal</u>
Public consultation will be taking place in September/ October 2022. This Consultation will be placed on the portal and has been developed in partnership with our Communications officer.
1.3. Have you carried out any specific consultation with citizens likely to be affected by the proposal? If yes, please insert details, links to documents, as appropriate above. Please show clearly who you consulted with, when you consulted and the outcomes from the consultation. Mitigations from consultation should be clearly shown in Action Plan at end of document.
<u>For advice and support from Consultation Team click here</u>
A community workshop was held on the 12 th April 2022 with selected members of the community asked to take part and provide views and opinions on the roadmap and its design and content.
Objectives:
<ul style="list-style-type: none"> - To gather views on how Luton as a town can take forward action towards net zero - To identify support for community participation in different types of projects and initiatives - To explore ways of working collaboratively to achieve net zero goals
The report of this workshop was developed by Aether which shaped the draft Roadmap. Once further public consultation is completed, a new IIA may be needed to reflect the emerging areas and points raised

2. Impacts Identified
2.1. Where you have identified a positive impact, for communities or staff , please outline how these can be enhanced and maintained against each group identified . Specific actions to be detailed in action plan below.
<i>Guidance Notes: By positive impact we mean, is there likely to be a noticeable improvement experienced by people sharing a characteristic?</i>
<p>Race – Addressing areas such as improving the condition of housing in some of the most ethnically diverse communities in the Borough</p> <p>Disability – Households with long term sick and disabled identified as a priority group in dedicated funding for improving energy efficiency in residential properties.</p> <p>Age – qualifying criteria for energy grants for dedicated funding to improve energy efficiency in residential properties.</p> <p>Pregnancy & maternity – co-benefits of improved air quality</p>
2.2. Where you have identified a negative impact please explain the nature of this impact and why you feel the proposal may be negative. Outline what the consequences will be against each group identified . You will need to identify whether mitigation is available, what it is and how it could be implemented. Specific actions to be detailed in action plan below.
<i>Guidance Notes: By negative impact we mean is there likely to be a noticeable detrimental effect on people sharing a characteristic?</i>
2.3. Where you have identified a neutral* impact for any group, please explain why you have made this judgement. You need to be confident that you have provided a sufficient explanation to justify this judgement.
<i>Guidance Notes: By neutral impact we mean that there will be no noticeable impact on people sharing a characteristic</i>
<p>Sex – No noticeable impact based on gender.</p> <p>Sexual orientation – no noticeable impacts based on sexual orientation</p> <p>Religion/ beliefs – no noticeable impacts based on someone's religious faith or beliefs</p> <p>Gender reassignment – no noticeable impacts on individuals who choose to reassign gender.</p> <p>Marriage/ civil partnership – no noticeable impact based on marriage or civil partnership.</p>

3. Social & Health Impacts
<p>3.1. If you have identified an impact on community cohesion⁴, tackling poverty⁵ or health and wellbeing⁶, please describe here what this may be and who or where you believe could be affected, Please also ensure that you consider any possible impacts on Looked After Children.</p>
<p>Guidance Notes: Please use this section to describe the social and health impacts and detail any specific actions or mitigations in the action plan below.</p> <p>For advice & support from the Social Justice Unit click here</p> <p>For advice and support from the Public Health team click here</p>
<p>Impact on community cohesion – everyone has a role to play in achieving net zero carbon. It is expected that more relationships in the community will be formed to initiate project development and delivery.</p> <p>Impact on tackling poverty – increased levels of insulation required to achieve net zero are expected to impact positively on the energy bills of house owners and tenants.</p> <p>Impact on health and wellbeing – many net zero actions have significant health co-benefits – like reduced car travel will result in improved air quality and related health outcomes. Increase levels of insulation will lead to improved thermal comforts and decrease respiratory and seasonal disease. More active travel will impact on physical activity and reduce obesity levels. More green infrastructure had high potential to improve mental health and further encourage physical activity.</p>

⁴ is the proposal likely to have a noticeable effect on relations within and between specific section(s) of the community, neighbourhoods or areas.

⁵ is the proposal likely to have a noticeable effect on households that are vulnerable to exclusion, e.g. due to poverty, low income and/or in areas of high deprivation

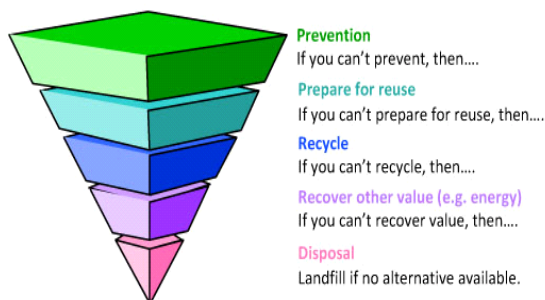
⁶ Is the proposal likely to have a positive or negative impact on health inequalities, the physical or mental health and wellbeing of an individual or group, or on access to health and wellbeing services?

4. Environment Impacts

4.1. If you have identified any impacts related to the built and natural environment⁷, low carbon⁸ and waste minimisation please describe here what this may be and who or where you believe could be affected

Guidance Notes: Is the proposal likely to impact on the waste hierarchy which includes issues shown in the table below:

Waste Hierarchy



[For advice and support from the Strategy & Sustainability Team click here](#)

Impact on the quality of the natural and built environment
Impact on the low carbon agenda
Impact on the waste hierarchy

All the actions in the Net Zero Roadmap are aimed to have a positive impact on build environmental, low carbon agenda and reduction of waste.

⁷ Is the proposal likely to Impact on the built and natural environment covers issues such as heritage, parks and open space, cleanliness, design, biodiversity and pollution?

⁸ Is the proposal likely to impact on low carbon includes issues such as use of energy, fuel and transport.

<p>5. Economic Impacts</p>
<p>5.1. If you have identified any impacts related to Luton's economy and businesses ⁹, creating jobs¹⁰ or improving skill levels ¹¹, please describe here what this may be and who or where you believe could be affected</p>
<p>Guidance Notes: Please use this section to describe the social impacts and detail any specific actions or mitigations in the action plan below. Please detail all actions that will be taken to enhance and maintain positive impacts and to mitigate any negative impacts relating to this proposal in the table below.</p> <p>For advice and support on Economic Development click here</p>
<p>Impact on Luton's economy and/or businesses Impact on jobs Impact on skills</p> <p>The Net Zero Roadmap is envisaged to bring about positive impacts on Luton's economy and skills as the green economy and skills levels develop. The impact on jobs overall is expected to be neutral, as some types of jobs related to carbon intensive activities are expected to be lost in the short term and transformed in the long term.</p>

⁹ Is the proposal likely to impact on Luton's economy and businesses for example by creating an opportunity to trade with the Council, support new business opportunities?

¹⁰ Is the proposal likely to impact on the creation of new jobs in the local economy? This will also link to health and well-being and the reduction of poverty in the social box.

¹¹ There are significant skills gaps in Luton's economy. Is the proposal likely to create opportunities for up skilling the workforce or to create apprenticeships?

Impact Enhancement and Mitigation

Please detail all actions that will be taken to enhance and maintain positive impacts and to mitigate any negative impacts relating to this proposal in the table below:

Action	Deadline	Responsible Officer	Intended Outcome	Date Completed / Ongoing
Access to grants and assistance to low income homeowners	2040	Dylan Katuwawala / Kat Wysocka	Improving homes for low income households	Ongoing
Ensuring that long-term disability and illness does not adversely affect a households access to home improvements	2040	Dylan Katuwawala / Kat Wysocka	Ensuring households with disadvantages and long-term sickness have access to funding and grant conditions to improve their homes.	Ongoing
Priority groups such as U16s and Over60s are supported to improve their homes	2040	Dylan Katuwawala / Kat Wysocka	To help households with U16s and O60s to stay warm and well in their homes and to improve health inequalities	Ongoing
Local Cycling and Walking Infrastructure Plan (LCWIP)	December 2022	Antony Swift	Improved active travel and addressing health and mobility inequalities	Ongoing

A review of the action plan will be prompted 6 months after the date of completion of this IIA.

Key Contacts

Name	Position

Next Steps

- All Executive Reports, where relevant, must have an IIA attached
- All report authors must complete the IIA section of Executive Reports (equalities, cohesion, inclusion, health, economic, business and environment)
- All reports are to be forwarded to the Social Justice Unit, Legal Department, Public Health and Strategy & Sustainability Unit for sign off in time for Executive deadline
- On the rare occasion that the Social Justice Unit are unable to sign off the report, e.g. recommendations are in breach of legislation, a statement will be submitted by Social Justice Unit Manager or Equality and Diversity Policy Manager

Completed and signed IIA's will be published on the internet once the democratic process is complete

Useful Documents

Corporate Plan

<http://intranet/SupportServices/Document%20library/LBC-corporate-plan.pdf>

Equality Charter

https://www.luton.gov.uk/Community_and_living/Lists/LutonDocuments/PDF/Social%20Justice/Equality%20Charter.pdf

Social Justice Framework

Joint Strategic Needs Assessment (JSNA)