

# Equality Impact Assessment Tool - Introduction

This Equality Impact Assessment tool aims to help you to consider and record how equality issues relate to your policies, projects, services, strategies or functions. It is easy to complete and will help you to understand which communities of identity will be affected by your proposals and how. The tool will help you to:

1. Assess whether a policy, project, service redesign or strategy is relevant to our equality duties and / or different groups in Manchester
2. Identify what the potential impacts of the activity will be for different communities
3. Highlight what actions could be taken to mitigate any negative impacts that you identify

The Equality, Diversity and Inclusion Team – (we give equality advice, guidance and support to all Council Teams)

| Role  | Contact Details  |
|---|--|
| Equality, Diversity and Inclusion Team Manger | Lorna Young – 07904 679 204 <a href="mailto:lorna.young@manchester.gov.uk">lorna.young@manchester.gov.uk</a> |
| Equality Specialist                           | Barry Young - <a href="mailto:barry.young@manchester.gov.uk">barry.young@manchester.gov.uk</a>               |
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## Guidance for officers

### Roles and responsibilities

- The service managing the activity is responsible for completing an Equality Impact Assessment (EqIA) on it and should start this at the earliest opportunity
- The Equality, Diversity and Inclusion Team (EDI Team) is responsible for help, support and guidance throughout the process of completing EqIAs and provide quality assurance on final draft versions prior to submission to your Head of Service.
- The Head of Service is responsible for approving the EqIA
- The Strategic Director is ultimately responsible for the EqIAs completed in their service area as these documents are completed in line with our statutory responsibilities

### Gathering your evidence

When developing your policy, strategy or project, consider which vulnerable or disadvantaged groups might be the most affected. These will include the groups protected by the Equality Act 2010, but may also include other vulnerable groups in society. Have a think about impact on:

- People in different age groups, like older people, young people and children
- People with continuing health conditions
- Disabled people (including consideration of mental health issues)
- People with caring responsibilities
- People of various faiths, religions and beliefs
- Trans people, non-binary people and other consideration of gender reassignment
- Married people and people in a civil partnership
- Homeless people
- Ex-Armed Forces personnel and their families
- People of either sex, with consideration of women during periods of pregnancy and maternity
- Different racial groups
- Lesbian, gay and bisexual people and other consideration of sexual orientation
- Children, families and other people living in poverty

When you're gathering evidence for your equality analysis, think about:

- What relevant service-level information is available and where can I get it from?
- Is there evidence from other sources that I could use, like websites, research reports, Census data or advice from independent commissions (i.e. Equality and Human Right Commission)?
- Has there been any engagement with stakeholders that I can draw evidence from, or might I need to do this?

### Completing the tool

The tool has tips to help you as you fill it in, but a few things to remember are:

- Your assessment should be objective and based of evidence, not opinion.
  - Make your points clearly and concisely; don't copy and paste whole sections of other reports into this tool.
  - Signpost to other sources of information if they're relevant.
  - Use plain English and avoid abbreviations, jargon or technical terms.
  - Clearly show the link between your findings and the evidence that supports them.
  - Highlight whether the impacts that you identify are positive or adverse. If adverse, indicate whether the proposal can be adjusted to prevent the impact. Seek support from the Head of Service to assess what adjustments could be considered.
  - If there is a justifiable reason why the proposal can't be adjusted, clearly outline why and what the implications of this would be. This will help decision-makers reach well informed conclusions.
  - Any actions you identify to adjust the option should be captured in the actions log at Annex 1.
  - Remember that impacts can be on all groups, some or one. An adverse impact on one characteristic is no less significant than impacts for all groups.
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# Equality Impact Assessment

## 1. Tell us about your service

|   |   |
|---|---|
| My Directorate                              | Chief Executives  |
| My Service                                  | City Policy   |
| My team / section                           | Strategy & Economic Policy                              |
| The name of the function being analysed     | Refresh of Manchester's Poverty Strategy                |
| Who is completing the assessment?           | Anissa Kheratkar, Principal Policy Officer, City Policy |
| Who is the lead manager for the assessment? | Peter Norris, Strategy and Economic Policy Manager      |

## 2. Tell us about the activity that you're analysing

Briefly describe the main aims and objectives of your policy, project, service redesign or strategy, including outlining at a high level if it has implications for other areas of the Council's work and priorities.

A new city -wide poverty strategy is being developed to guide and focus the Council and its partners to support the city's most vulnerable residents who are at risk of or are living in poverty. The strategy which will be aligned to the vision for Manchester set out in the Our Manchester Strategy and seeks to build on the Manchester Family Poverty Strategy 2017-22 and therefore will be aimed at residents more broadly.

Poverty is a challenge for the whole city. It is estimated that Manchester was ranked as the **6th most deprived local authority in the country** in the 2019 index of multiple deprivation. As of March 2020, the End of Child Poverty Coalition estimated that **46,700 children (42%) in Manchester were living in poverty**.

The pandemic further exacerbated poverty and exposed systemic inequalities indicating that certain communities and those with protected characteristics in the city were most likely to be living in poverty and felt the impact of covid more acutely. These communities were also most (though not always) likely to be living in the most deprived wards in the city. These communities are Black Asian and ethnic minority communities (BAME) or people from culturally diverse backgrounds, the over 50's, single households and disabled residents.

Age (older people) - the claimant count for those 50 and over increased by 73%

Age (younger people) - the claimant count for young people increased by 98% between March and May 2021

Disability – 48% of people living in poverty in the UK are disabled (JRF)

Race – all BME groups are more likely to be living in poverty than the white population. (Rudemedae Trust).

What the data indicates is that poverty is pervasive and touches on all thematic areas: people living in poverty are most likely to have poorer health outcomes, live in poor housing, low paid jobs if in work and experiencing in work poverty, poor education outcomes as well as higher incidents of mental health.

In addition to the Our Manchester Strategy Forward to 2025, the Council has several strategies which are in some way aimed at tackling some aspects of poverty. In addition, a Marmot Action plan ([link here](#)) has been developed in response to the recommendations set out in the Marmot review. Therefore, to ensure that the refreshed (anti) Poverty Strategy adds value, the strategy will not duplicate the proposals set out in the Work and Skills Strategy and the Homelessness Strategy. Given that health inequalities are in the most part driven by poverty, the refreshed strategy will be aligned to the Marmot Action Plan.

Another challenge is around welfare reform. One of the biggest drivers of poverty is the existing welfare system – the bedroom tax, the two child policy and more recently the removal of the £20 Universal Credit have over the years seen residents in the city becoming more economically vulnerable and more likely to fall into poverty.

**Research and engagement and the development of the strategy**

There is considerable existing data from all the engagement work undertaken in relation to the development of the strategies above and the Mamot review, thus in developing the strategy we do not wish to contribute to consultation fatigue. The new strategy will utilise current and existing engagement with residents. In addition, in developing the strategy consultation will be undertaken with the following diverse partnership boards and groups:

- Partnership Boards - i.e. the Our Manchester Forum, Age Friendly Board, Public Health, Children's Board
- Family poverty Core Group – which comprises of partners across the city which have an interest and/ expertise in poverty. The membership of the group has recently been revised to include people with lived experience of poverty and VCSE organisations representing community groups
- Neighbourhood teams
- MACC as the umbrella body for the VCSE organisation and other VCSE organisations representing people with protected characteristics who are most likely to live in poverty including the GM BAME network, Breakthrough UK as well as other specific VCSE organisations
- Where deemed necessary, specific engagement will be undertaken with residents in the most deprived wards in the city and with resident groups most at risk of living in poverty as identified in this document
- Academia- engagement with academic's who are specialist in this area of work including the Work & Equalities Institute. Manchester University

#### Communications

- Specific webpages on 'poverty' setting out what the city is doing in developing the strategy together with an email address which residents can write to for information and to ask questions will be set up as a means to communicate and thus engage with residents and give them the opportunity to input into the strategy.

Desktop research – an analysis of national and local data will be undertaken to identify the key issues pertinent to residents living in poverty.

#### **Approach to tackling inequality**

The new strategy is intended to identify key levers which will help tackle poverty for the city's residents. The strategy will seek to address poverty and prioritise those protected groups who experience its worst impacts.

The strategy will create a framework for action that will include tools/resources to tackle poverty. This includes the following:

- Use data and intelligence to identify the groups most impacted by poverty
- Aim policy interventions at this group to help tackle poverty
- Build a fairer and more equitable city so that people from all backgrounds have better outcomes across a range of social economic factors including health, education and employment
- Align the strategy with the Our Manchester Strategy, the Marmot Action plan, Housing Strategy, the Work and Skills Strategy and the Children's and Young People's Plan so that there is a whole system approach to tackling poverty
- Shift the narrative around poverty so that those experiencing or living in poverty do not experience stigma in the same way and are able to access and feel comfortable in accessing the help and support they need
- Work with and influence partners and anchor institutions to deliver on the priorities of the strategy and actively promote measures which will help alleviate poverty for the city's most vulnerable groups

**Council wide impact**

Covid highlighted just how pervasive poverty is and thus it impacts on almost all council services and policies.

**TIP:** briefly summarise the key points and keep your answer under 500 words.

**TIP:** try not to duplicate information that's available elsewhere; you can easily use this space to signpost to other sources of background information instead of rewriting them here.

### 3. Analysing the impact on equality

Will the policy, strategy, project, service redesign being assessed here... (Tick all that apply):

|   |   |
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| Remove or minimise disadvantages suffered by individuals or groups because of their characteristics | X |
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| Meet the needs of people from protected or disadvantaged groups where these are different from the needs of other people                   | X |
| Promote diversity and encourage people from protected or disadvantaged groups to participate in activities where they are underrepresented | X |

Describe how you've reached your conclusion and what evidence it's based on (500 words max).

The focus of the strategy will consider the impact of poverty on the different protected characteristics as highlighted. As discussed in this document, poverty has a disproportionate impact on people with protected characteristics and therefore the strategy will seek to include priorities which will be aimed at mitigating and or lessening the impact of poverty on these groups.

To inform the priorities for the strategy, consultation will be undertaken with the relevant VCSE groups across the protected characteristics.

Considering which group/s you have identified the policy, project, strategy or service redesign as being relevant to, complete the table below. Be brief with your answers and only complete them for the group/s relevant to your activity.

| 1. What is the impact of your proposal on this group? | 2. What evidence have you used to reach this assessment? | 3. What actions could be taken to address the impacts? |
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| <p>Age (older people)</p> | <p>It is intended that the strategy will look at practical tools to reduce the impact of poverty on older residents where possible.</p> | <p>There are 18, 725 residents aged 50 to state pensionable age now claiming an out of work benefit</p> <p>Unemployment levels amongst this group are nearly 50% higher than the average for all Manchester residents (1.19 Adult education &amp; Skills plan).</p> <p>Poverty amongst older people has been rising six years prior to the pandemic. 18% of pensioners are living in poverty – increase of 4% since 2013/14.</p> <p>The claimant count for those aged over 50 increased by 73%</p> | <p>The Strategy could focus policy interventions aimed at older people. As part of the consultation for the strategy, it would be important to engage older people's groups including the Age Friendly Board to understand their specific needs and to design policy interventions based on this information.</p> |
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| <p><b>Age (children and young people)</b></p> | <p>It is intended that the strategy will include measures/policy interventions which will reduce the impact of poverty on younger people. As set in section 3, engagement will be undertaken with young people's organisations to identify the most effective and realistic measures.</p> | <p>According to the Index of Multiple deprivation – over 42% of children are living in poverty in Manchester. This according to the Joseph Rowntee Foundation is part of a national trend which has seen poverty increase 3-4% since 2013/14</p> <p>Nationally, 46% of ethnic minority children are living in poverty (Runnymede Trust)</p> <p>Young People during the first lockdown fared worst with the claimant count for young people increasing by 98% between March and May 2021</p> | <p>Again, the strategy needs to consider the needs of children and young people and design policy interventions based on their needs. To fully understand their requirements, a consultation with the VCSE and partnership groups representing the views of children and young people would need to be undertaken. This includes engagement on the design of the strategy with the Children's Board.</p> |
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| <p><b>Disability</b></p> | <p>The policy will aim to reduce poverty for disabled residents in the city where it can.</p> | <p>JRF found that 48 % of people living in poverty in the UK are disabled or living with someone who is ( 1.8 Family Poverty Strategy).</p> <p>There are 19,415 economically active people in Manchester who identify as disabled or who have a long term health condition that limits their daily activities and this</p> <p>.</p> <p>Around half of disabled people aged 16 to 64 years (52.1%) in the UK were in employment compared with around 8 in 10 (81.3%) for non-disabled people (July to September 2020) (4.10 Outcomes for disabled people in the UK 2020)</p> <p>The disability employment rate was 52.7% in Q2 2021, compared to 81.0% for non-disabled people (4.11 The employment of disabled people 2021) · Disabled people are more likely than non-disabled people to be: working in lower-skilled occupations, self-employed, working part-time (and subsequently fewer hours), working in the public sector, temporarily away from work (4.11</p> | <p>Policy interventions which meet the needs of disabled residents will be included in the strategy. Again, specific engagement with disabled groups will need to be undertaken so that this informs policy design. This will include the disabled staff group as well as VCSE organisations who represent disbaled residents.</p> |
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|  |  | <p>The employment of disabled people 2021)</p> <p>Almost a third of people in families in which someone has a disability were in poverty compared to just 1 in 5 people in families in which no one is disabled.</p> |  |
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| <p>Race</p> | <p>The policy will aim to reduce poverty from culturally diverse backgrounds and those from Black, Asian and Ethnic Minority groups. It will aim to do this, by including specific policy interventions based on the findings from consultations from the VCSE sector.</p> | <p>The data compiled by the ONS (2020c) data showed that Black youths (aged 16–24) experienced the largest unemployment rate throughout 2020, compared with the White population, in the UK. The second most affected group of youths were Pakistani (31.5% in Oct-Dec 2020, as compared with 22.5% in Oct-Dec 2019). · For those whose hours fell, BAME groups were 15 percentage points less likely to be supported by the Job Retention Scheme, and 13 percentage points more likely to have been made unemployed as a result of the pandemic (Both from 1.27 The Economic Impact of the COVID-19 Pandemic on Ethnic Minorities in Manchester).</p> <p>Data has found that of the 20 LSOA's that have seen the largest rise in claimant count, 18 are home to populations larger than the city average. Of the five LSO'a with the largest rise, all but one have a BAME share of the population that is more than double the city average (Think Report)</p> <p>JRF found 48% of people in poverty in the UK are either disabled themselves or living with a disabled person (1.8 Family Poverty Strategy)</p> | <p>Engagement will be undertaken with VCSE groups who represent culturally diverse groups/ residents in the city to inform policy design. This will include engagement with the GM BME network and internally the black staff group.</p> |
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|  |  | <p>· 51.0% of children in Cheetham are in poverty, 49.0% in Longsight and 46.6% in Moss Side - these are the 3 highest wards in terms of % of children in Poverty in Mcr (3.5 Assessment of Budget Impact on Family Poverty).</p> <p>Poverty rates are around 50% for people in households headed by someone of Bangladeshi or Pakistani ethnicity. These groups have also been hit hardest by the economic impact of the pandemic. (Joseph Rowntree – report March 2021)</p> <p>For every £1 of White British Wealth, Indian households have 90-95p, Pakistani households 50p, Black Caribbean 20p, and Black African and Bangladeshi have 10p</p> <p>Poverty rates vary significant by ethnicity, but all BME groups are more likely to be living in poverty. For Indians the rate is 22%, for Mixed its 28%; Chinese 29%; Bangladeshi 45% and Pakistani 46%. This is due to lower wages, higher unemployment rates, higher rates of part-time working, higher</p> |  |
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|     |  | <p>housing costs in England's large cities (especially London), and slightly larger household size.</p> <p>Around 18% of Bangladeshi workers, 11% of Pakistani and Chinese workers, and 5% of Black African and Indian workers are paid below the National Minimum Wage, compared to 3% of white workers.</p> <p>BAME workers are more likely to participate in the 'gig' economy – up to 25% compared to 14% of the general population.</p>   |  |
| Sex | The policy will aim to lessen the impact on women with policy interventions aimed more specifically at women and men who are more likely to experience poverty | <p>59.5% of workers earning less than the living wage are women (4.8 GM Living Wage) · People of Pakistani and Bangladeshi ethnic backgrounds, especially women, have the lowest levels of employment in Greater Manchester (1.27 The Economic Impact of the COVID-19 Pandemic on Ethnic Minorities in Manchester) · Women are still more likely than men to be working part-time. 38% of women in employment were working part-time at the end of 2021. The proportion of men working part-time climbed from around 7% in 1992 to 13% in 2010 and has remained at a similar level</p> | To inform strategy development, consultation will be undertaken with women's organisations in the city so that this feeds into the priorities for the strategy. This will include engagement with the Manchester Bangladeshi women's organisation. |

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|                                     |  | <p>since (4.18 Women and the UK economy).</p> <p>According to the IMF, the economic fallout from covid will have a disproportionate impact on women. The demographics of employment in the worst hit sectors of the economy such as hospitality and retail mean women are more likely to lose their jobs</p>   |  |
| <b>Sexual Orientation</b>           | <p>The policy will endeavour to understand the impact of poverty on the LGBTQI community and seek to reduce it where it has leavers.</p> | <p>Loss of safe and supportive spaces and peer groups have impact on the mental health of LGBT people.</p> <p>Almost one in five LGBT people (18%) who were looking for work said they were discriminated against because of their sexual orientation and/or gender identity while trying to get a job in the last year (4.17 LGBT in Britain - Work Report)</p> | <p>To inform the priorities in the strategy, a consultation will be undertaken with LGBT organisations in the city to ensure that any priorities around people are captured.</p> |
| <b>Marriage / civil partnership</b> | N/A  |  |  |



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| <p><b>Pregnancy /<br/>maternity</b></p> | <p>The policy will aim to ensure that its policy interventions don't directly or indirectly discriminate against women who are pregnant or on maternity leave</p> | <p>Half of mothers (50%) described a negative impact on their opportunity, status or job security during pregnancy; maternity leave; and on their return from maternity leave. One in nine mothers (11%) said they felt forced to leave their job (4.19 Pregnancy and Maternity- Related Discrimination and Disadvantage).</p> | <p>Consultation will be undertaken with women's organisations to understand the impact on women during pregnancy and when on maternity leave. This will be linked with the consultation undertaken to understand the key challenges for women living in poverty.</p> |
| <p><b>Gender<br/>Reassignment</b></p>   | <p>The policy will ensure that its interventions do not adversely impact on those communities undergoing gender reassignment</p>                                  | <p>Anecdotal evidence would suggest that those undergoing gender reassignment or who are trans are likely to be living in poverty or experience poverty due to discrimination.</p>   | <p>Further analysis will need to be undertaken to understand if and how poverty impacts on those who are trans or undergoing gender reassignment. This will inform the priorities of the strategy where appropriate.</p>   |

**Faith / religion / belief**

The policy will aim to consider the impact of poverty from different faith groups in its interventions.

Between 2012 and 2018, economic inactivity was highest among women who identified as Muslim - over half of whom were economically inactive. Those who identified as Christian were consistently less likely to report having a degree or equivalent qualification than all other religious groups, likely reflecting the older age profile of this group (4.20 Religion, education and work in England and Wales: February 2020)

Between 2012 and 2018, economic inactivity was highest among women who identified as Muslim - over half of whom were economically inactive. Those who identified as Christian were consistently less likely to report having a degree or equivalent qualification than all other religious groups, likely reflecting the older age profile of this group (4.20 Religion, education and work in England and Wales: February 2020)

As part of the consultation around the priorities for the strategy, consultation will be undertaken with the Faith Network for Manchester to understand how poverty is impacting n people of different faiths. This will inform the priorities of the strategy and policy interventions where appropriate.

Additional / Optional Characteristics

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| <p><b>Families living in Poverty</b></p> | <p>The policy will aim to reduce the impact of poverty on children and families by including specific interventions to support this aim.</p>                | <p>As highlighted 42% of children are living in poverty. 51.0% of children in Cheetham are in poverty, 49.0% in Longsight and 46.6% in Moss Side - these are the 3 highest wards in terms of % of children in Poverty in Mcr (3.5 Assessment of Budget Impact on Family Poverty)</p>  | <p>Engagement with children's services and vcse groups representing young people will be undertaken to inform the priorities in the new strategy. The Strategy will be aligned to the children's and young people plan.</p> |
| <p><b>Carers</b></p>                     | <p>The policy will ensure that its policy interventions do not adversely impact on carers and where possible are supportive of those living in poverty.</p> | <p>The age at which a person is most at risk of leaving their employment in order to care is between 50 and 64 (4.12 Informal Carers and Employment: Summary Report of Systematic Review)</p>   | <p>Engagement with carers groups will be undertaken to ensure that the priorities in the strategy meet the needs of this group where relevant.</p>  |
| <p><b>Homelessness</b></p>               | <p>The policy will be aligned to the Housing Strategy.</p>  | <p>The most common employment status for lead applicants of households owed a prevention or relief duty was registered unemployed (104,640 or 39.0%) in 2020-21. The second largest category was households not working due to a long-term illness or disability (38,300 or 14.3%) (4.21 Statutory Homelessness Annual Report 2020-21, England)</p> | <p>The strategy will be aligned to the Housing strategy which considers homelessness.</p>   |
| <p><b>Ex-Armed Forces</b></p>            | <p>The policy will aim to ensure that its policy interventions to tackle poverty support ex – armed forces</p>  | <p>79% of working age veterans are employed and are as likely to be employed as non-veterans, and 92% have a qualification and are as likely to have a qualification as non-veterans (2.22 Veterans Factsheet 2020)</p>   | <p>The strategy will include engagement with vcse group/s representing ex – armed forces personnel to understand the impact of poverty on this group. Where appropriate, this may</p>                                       |

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|  |  |  | inform the priorities of the refreshed strategy. |
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**QUESTION 1 TIP:** think about 1) whether your policy, strategy, project or service redesign removes or minimises disadvantage for this group, 2) whether it meets their needs that are different from other people's and / or 3) whether it promotes diversity / encourages participation.

**QUESTION 2 TIP:** evidence could include customer profile data, demographic information, research, or engagement and consultation outcomes

**QUESTION 3 TIP:** think about the extent to which your policy, strategy, project or service redesign meets our equality duties and whether this should or could be improved. If you identify any actions to address impacts, list these in Annex 1 along with responsible officers and timescales for each action.

#### 4. Quality Assurance - Equality, Diversity and Inclusion Team

Send your draft EqIA to the EDI Team inbox - [equalitiesteam@manchester.gov.uk](mailto:equalitiesteam@manchester.gov.uk) using **EqIA Advice – Your Service Name**. in the subject line.

|                       |  |                       |  |
|-----------------------|--|-----------------------|--|
| <b>EDI Team: Name</b> |  | <b>Date reviewed:</b> |  |
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#### 5. Head of Service Approval

Your completed analysis needs to be signed off by your Head of Service.

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|--------------|--|--------------|--|
| <b>Name:</b> |  | <b>Date:</b> |  |
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| <b>Job title:</b> |  | <b>Signature:</b> |  |
|-------------------|--|-------------------|--|

## Annex 1 – Actions Log

Use this table to list the actions you have identified to mitigate and adverse risks, detailing who will be responsible for completing these and setting clear timescales for delivery. Your actions will be reviewed at 6 months and 12 months to assess progress.

| Actions identified in your EqIA | Responsible officer / team for delivery | Timescale for delivery | Comments |
|---------------------------------|---|------------------------|----------|
|                                 |   |                        |          |
|                                 |   |                        |          |
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