



Hinckley & Bosworth
Borough Council

A Borough to be proud of

EQUALITY POLICY

2016 -2020

1. Introduction

Hinckley and Bosworth Borough Council is committed to the creation of a fairer Borough for everyone. We understand that we have a lead role to play in making the borough a place where everyone has equal life chances.

We are committed to providing good quality services shaped by an understanding of the needs of different people and ensuring that how we employ people and deliver services promotes equality and challenges inequality. We will seek to understand Hinckley and Bosworth's communities and to work effectively to reduce and eliminate disadvantage, unlawful discrimination and hate crime.

Our aim is for residents to believe that Hinckley and Bosworth Borough Council treats people fairly and that their opinions matter. We also aim to encourage good relations between and within different groups of people.

This Policy recognises our legal responsibilities as set out in the Equality Act 2010, and states our response to the requirements of the Equality Act 2010 and the Public Sector equality duties. This Policy applies to all our employees and Councillors and covers all aspects of the Council's activities.

1.1 The Equality Act 2010

The Equality Act 2010 (the Act) sets out the general equality duty, which in summary requires that those subject to the equality duty must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The Equality and Human Rights Commission states that "having due regard for advancing equality involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Equality Act 2010 covers the following protected characteristics:

- age
- disability
- gender reassignment
- marriage and civil partnership (only with regard to eliminating unlawful

- discrimination)
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

Definitions of these protected characteristics can be found in Appendix One.

In addition to the general equality duty, the Equality Act's specific duties require the Council to publish information to demonstrate our compliance with the general equality duty, and prepare and publish one or more equality objectives that the Council thinks it needs to achieve in order to meet one or more of the general equality duties, and then at least every four years subsequently. These objectives must be specific, measurable and published in a way that is accessible for the public.

The publication of information includes information relating to people who share protected characteristics that are affected by the Council's policies and practices, and information related to its employees. This information is published on the Open Data page of our website.

1.2 The Equality Framework for Local Government

The Equality Framework for Local Government (EFLG) replaced the Equality Standard for Local Government (ESLG) when it came effect on 1st April 2009.

The framework aimed to be simpler, smarter, proportional and relevant. Rather than the five levels of the old Equality standard, the framework is based on three levels of achievement:

- Developing
- Achieving
- Excellent.

Each level of achievement in the Equality framework has five areas of performance:

- Knowing your communities and equality mapping
- Place shaping, leadership, partnership and organisational commitment
- Community engagement and satisfaction
- Responsive services and customer care
- A modern and diverse workforce.

We completed a peer review in September 2011 by Local Government Improvement and Development. We were found to be an 'Achieving Council' – one of only two district/borough councils in Leicestershire to have reached this level.



The Local Government Association had reported back to us following our assessment, giving recommendations to help us improve in certain areas. We continue to work to being a 'Fair and Equitable' service provider and employer.

1.3 The local context

Hinckley and Bosworth is one of the 7 Districts of Leicestershire. It has an area of 29,735 hectares which represents 14.28% of the total area of Leicestershire County.

Residents

Based upon census data from 2011, Hinckley and Bosworth has an estimated resident population of 105,078 which represents 16.15% of the total Leicestershire County resident population of 650,489.

Hinckley and Bosworth's resident population is 50.8% female and 49.2% male

Age

The mean age of the Hinckley and Bosworth District population is 42 years compared to a mean age of 41 years for residents in the whole of Leicestershire. The predominant age band in Hinckley and Bosworth is Age 45 to 59 which represents 21.50% of the total District population.

Ethnicity

The largest ethnic group in Hinckley & Bosworth is 'Number of usual residents who are White' with 96.5% of the District's population. That compares with a figure of 96.5% for Leicestershire County as a whole and 89.3% for East Midlands.

The second largest ethnic group is 'Number of usual residents who are Asian/Asian British' with 2.1% of the District's population. That compares with 6.3% for the County as a whole and 6.5% for East Midlands.

Households

Hinckley and Bosworth District has 45,377 households, which represent 16.97% of Leicestershire's 267,434 households. 4,619 households have **dependent children aged 0 to 4**. That represents 10.20% of the District's households.

12,416 households in the District have **dependent children of all ages**. That represents 27.40% of the District's households.

Education

24.10% of Hinckley and Bosworth's residents have achieved level 4 qualifications and above compared to 26.10% in Leicestershire as a whole and 24.40% of Hinckley and Bosworth's residents have no qualifications compared to 22.10% in Leicestershire.

Health

Hinckley and Bosworth has 3,812 (3.6%) residents that report being in bad health and 1,027 (1.0%) residents that report being in very bad health.

Its ranking for the number of residents in very bad health is 5 (out of 7 Districts) within Leicestershire (1 being the highest performing).

2. The Council's Equality Objectives

The following equality objectives were identified following a review of the equality information published by the Council, local information and consultation with employees via the Equalities and Health Working Group. The aims of the general equality duty were also considered in the creation of these equality objectives. The equality objectives apply to all protected characteristics, except where stated otherwise.

Objective 1: Everyone can access our services, facilities and information

We aim for the different needs of people to be considered in all aspects of the planning and delivery of our services, facilities and information, and for reasonable adjustments to be made for people with disabilities. We will collect and analyse data from communities to develop our understanding of communities and service users.

Actions:

- To collect, analyse and where appropriate publish equality information from our service users across the protected characteristics to monitor who is using our services and facilities and their satisfaction with our services and facilities.
- To use the equality information gathered from our service users, and information on our communities, to inform the design and delivery of our services and policies.
- To continue to review our policies and activities to monitor their impact on

different groups, using equality impact assessments where appropriate. (EIAs).

- To ensure that our processes for buying works, goods and services consider our equality commitments.
- To ensure that our processes for awarding grants and funding consider our equality commitments.
- Our communication methods and content reflect the communities of Hinckley and Bosworth.

Evidence:

- Equality information is published on our website. To strive to show that equality information from our services demonstrates that the people using our services and facilities are reflective of the borough's communities, where the services are designed to do so.
- The Council's website meets accessibility Standards and has been accredited as such.
- Alternative formats of documents are available on request. Employees are aware of the processes for creating or requesting alternative formats via staff briefings.
- Detailed information on access to all Council facilities is available to the public on our website

Objective 2: Decision making and services are influenced by the needs of residents and communities

Our aim is for all communities to engage in public and civic life, and for information from all communities to influence decision making, planning and the delivery of services. We aim for information from and about communities to include information across all protected characteristics, communities of interest and communities of place.

Actions:

- To undertake consultation which aims to include people with all protected characteristics, and include equality monitoring of people being consulted where appropriate.
- To undertake service user satisfaction surveys and analyse people's experiences by protected characteristic where appropriate. To identify any inequalities in rates of satisfaction and add any actions required to address these inequalities to Service Improvement Plans.
- Activities to encourage voter registration take into account different groups within the borough.
- Services use equality information and information from communities to inform services and policies.

Evidence

- Community consultation is undertaken in the planning of all play area equipment.
- Tenants are consulted regarding housing services provision and offered choices in materials and products used in their homes where possible.

Objective 3: Discrimination, harassment and hate crime is not tolerated

To support the general equality duty aims to “eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act and to foster good relations between people who share a protected characteristic and those who do not.”

Our aim is for discrimination, harassment and hate crime related to disability, sex, gender reassignment, race, age, religion or belief, pregnancy and maternity, marriage and civil partnership or sexual orientation to not be tolerated, both in the community and in the workforce. Our aim is for everyone to have the confidence to report incidents of harassment, discrimination, victimisation and hate crime, and to be confident that it will be dealt with robustly. We aim for good relations to be promoted between and within communities.

Actions:

- To continue to record and monitor hate crimes and incidents reported to the Council, and incidents of harassment, discrimination and victimisation in the workforce.
- Anti social behaviour motivated by hatred for the victim related to a protected characteristic is identified and dealt with appropriately.
- Workforce policies support this objective, particularly the Dignity at Work policy which recognises the importance of maintaining a working environment where colleagues, service users and customers are treated with respect and dignity, and in which no-one feels threatened or intimidated or are subject to harassment and bullying.

Evidence:

- All hate crimes and incidents reported to the Council are recorded and action taken as appropriate. This data is analysed quarterly and reported to the County Hate Incident Steering group, a multi-agency hate crime forum and the Community Safety Partnership.
- The Dignity at Work and Equality Policy are communicated to employees during the induction programme and equality awareness training.
- Residents are informed of hate crime and discrimination reporting channels via our website.
- Employees are required to undertake online hate crime training.
- Data and equality information on anti social behaviour complaints is recorded, analysed and will be published on our website.
- Incidents of discrimination, harassment, bullying and victimisation in our workforce are recorded and appropriate action taken.

Objective 4: Our workforce, and workforce policies, support equality

We aim for our workforce policies and practices to not discriminate, provide equal opportunities for employees to progress and develop and to be responsive to the needs of the workforce. We also aim for our workforce to understand and support our equality commitments. Hinckley and Bosworth Borough Council recognises that our employees are our most valuable asset and is committed to:

- ensuring that all employees are treated with dignity and respect and that no form of intimidation, bullying or harassment is tolerated;
- making training, development and progression opportunities available to all staff;
- ensuring that all of our employment policies and practices reflect our commitments to equality and fairness;
- fostering good relations between people of different groups within the workforce.

Hinckley & Bosworth Borough Council has undertaken a process of job evaluation, which included comparison of the pay of men and women doing like work, work rated as equivalent and work of equal value, and checked for any equal pay gaps to ensure that a fair pay structure resulted. This process was completed in 2007.

We aim to encourage job applications from all communities and the retention of staff from all communities and groups. We also have a flexible working policy.

Actions:

- To develop the understanding of equality for staff through:
 - An equality module in the e-induction programme for new employees
 - Equality awareness training which encompasses all protected characteristics.
 - More detailed training on equality, including awareness of particular characteristics such as deaf awareness or mental health awareness, recruitment and selection and dignity at work where appropriate.
 - A hate crime module on the e-learning system for new and existing employees.
- To develop the understanding of equality for Councillors through Councillor briefings and induction sessions.
- To have an identified elected member to act as the Champion.
- To maintain the Corporate Equality Steering Group as an equality champion group.
- To collect and analyse workforce equality information to monitor the makeup of our workforce in relation to the local labour market and to monitor the impact of HR policies and activities. This information includes:
 - Workforce:** The composition of the workforce by sex, age, ethnicity and disability and the return to work rate following maternity leave. This information is also broken down by part time / full time staff and pay scale.
 - Recruitment:** Applicants, people shortlisted and appointed by sex, ethnicity, disability, age, sexual orientation and religion or belief.
 - Staff leavers:** by gender, age, ethnicity and disability.
 - Grievances and harassment:** by gender, age, ethnicity and disability.
- Training opportunities are available to all employees.
- Staff experiences collected through staff surveys are analysed by protected characteristic where appropriate and possible.
- Adjustments and flexible working for members of staff with disabilities is supported. During the recruitment process, all applicants who state that they have a disability are guaranteed an interview if they meet the essential criteria on the person specification for the role.
- To have targets in relation to the profile for our workforce, for example number of employees with a disability.

Evidence:

- Hold one equality awareness training session for staff annually.
- The induction of employees and Councillors includes information on equality.
- Workforce information is monitored and reported annually to the Corporate Management Team. A workforce profile is published annually on our website.
- The Equality and Health Working Group meets a minimum of four times per year and supports the implementation of the Equality Policy.
- Updates on equality are provided to staff via staff briefings.

3. Responsibilities for equality

Hinckley and Bosworth Borough Council is committed to equalities and has a structure of responsibility for the implementation and scrutiny of equalities, from departmental to Executive level. The Executive Member for Corporate Services has the equalities portfolio, as does the Chief Executive. A key responsibility of the equality portfolio holders is to demonstrate leadership on equality for our workforce, Councillors and communities.

Senior managers and managers

All managers are responsible for ensuring that our equality commitments and the requirements of this Policy are embedded within their teams and service delivery.

Employees

Employees have a key role in creating a workplace environment where hate crime, harassment, unlawful discrimination and bullying are not tolerated. Employees should understand the relevance and importance of equality to their roles, be committed to delivering good quality services shaped by the needs of different people, and report any equality issues to their managers.

The Chief Officer (Corporate Governance and Housing Repairs) monitors the completion of the corporate equality objectives and updates the Equality Policy. They also support the collection and publication of equality information.

Councillors

The support of Councillors in the development of a fairer Hinckley and Bosworth and in the achievement of the corporate equality objectives is essential. Councillors have a vital community leadership role in relation to equality and in engaging with communities and acting as conduits for community information. Councillors also have a key role in the scrutiny, review and monitoring of the corporate equality objectives.

4. Communication of the Single Equality Policy

The updated Equality Policy and corporate equality objectives will be communicated to staff through staff briefings, the e-induction and equality awareness training. Councillors will receive information about the Equality Policy and the corporate equality in Member Briefings. The Policy and corporate equality objectives will also be published on our website for members of the public to view. Alternative formats of this information will be available on request.

5. Progress against the Corporate Equality Action Plan 2016 – 2020

The revised Action Plan for 2016 – 2020 to accompany this Policy is attached as Appendix 2. Progress against this will be monitored by the Corporate Equalities Group and Scrutiny Commission.

7. Further information

Alternative formats of this publication are available on request. Please contact Julie Kenny to discuss an appropriate format.

Call: 01455 255985

Email: julie.kenny@hinckley-bosworth.gov.uk

Definitions of the Protected Characteristics

Please find below further information about the key terms used in this document.

The protected characteristics

These are the grounds upon which discrimination is unlawful. The characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Definitions of these protected characteristics can be found below:

Age: This refers to a person belonging to a particular age group, which can mean people of the same age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds, or people over 50).

Disability: A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Gender reassignment: The process of changing or transitioning from one gender to another.

Marriage and civil partnership: In England and Wales marriage is no longer restricted to a union between a man and a woman but now includes a marriage between a same-sex couple. This will also be true in Scotland when the relevant legislation is brought into force. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).

Pregnancy and maternity: Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race: Refers to a group of people defined by their race, colour, nationality (including citizenship) ethnic or national origins.

Religion or belief: Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Sex: Refers to whether a person is a man or a woman.

Sexual orientation: Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

This information has been sourced from the Equality and Human Rights Commission website: <http://www.equalityhumanrights.com/private-and-public-sector-guidance/guidance-all/protected-characteristics>

Appendix 2

**EQUALITIES ACTION PLAN WITH FEBRUARY 2016 UPDATES
(following meeting on 29 February 2016)**

Area for improvement identified from the EHRC Inquiry 'Hidden in Plain Sight' or from the Independent report of Glenys Johnson	Actions proposed by the Inquiry and HBBC	Specific Actions Identified	When	Officer Responsible	Progress
<p>The most critical factor in organisations improving their performance is the level of commitment and determination to address the issue shown by their leaders. If there is a real and visible commitment to change at the most senior level, then it is likely that this will drive real change throughout the organisations.</p>	<p>Commitment by leaders or organisation and community.</p>	<p>The Chief Executive will continue to lead and Chair the Corporate Equalities Steering Group. Both political groups will continue to have representatives on that Group.</p>	<p>Immediate</p>	<p>Chief Executive</p>	<p>Most recent meeting 29 February 2016.</p>
		<p>Regular reports to Scrutiny and Council.</p>	<p>Immediate</p>	<p>Chief Officer</p>	<p>13 March 2012 - Scrutiny Commission 17 April 2012 - Council See www.hinckley-bosworth.gov.uk 2 October 2014 - Scrutiny Commission 14 April 2016 - Next presentation</p>
	<p>The Corporate Plan contains the Council's Value of Equality and Fair Treatment for all.</p>	<p>Review and refresh Corporate Plan; ensure actions are in all Service Improvement Plans.</p>	<p>Immediate</p>	<p>SLB/COB</p>	<p>March 2013 refreshed; July 2013 agreed amendments to the Corporate Plan, which retains the Corporate Value of Equality and Fair Treatment for all. It also focuses on creating safe places, empowering communities and identifying and supporting the most vulnerable people. Corporate Plan is being refreshed in early 2016.</p>
<p>Definitive data is available which spells out the scale, severity and nature of disability harassment and enables better monitoring of the performance of those responsible for dealing with it.</p>	<p>We will publish our performance and the data we hold.</p>	<p>We will comply with the specific duties and publish data regarding our staff and community.</p>	<p>Immediate</p>	<p>Community Safety Partnership</p>	<p>In place. Hate Crime data is published quarterly and is made available to the public via countywide website. The data is presented by protected characteristic.</p>
	<p>We will ensure that we are able to record whether the victim is a disabled person (and/or has another type of protected characteristic).</p>	<p>We will ask pertinent and relevant questions to establish this.</p>	<p>Immediate</p>	<p>Community Safety Partnership</p>	<p>In place and recorded on Sentinel database, which HBBC continues to support. Now a 'tick box' to record 'hate crime' - reported to county body.</p>
	<p>We will work with the Police and other agencies to determine whether the incident was motivated by the victim's disability (and/or has another type of</p>	<p>We will share information in order to establish the motivation of incidents.</p>	<p>Immediate</p>	<p>Community Safety Partnership</p>	<p>In place via mechanisms such as JAG and Endeavour Team. The introduction of Sentinel database has enabled easier access to partner information relating to antisocial behaviour.</p>

	protected characteristic).	We will continue to use the ABS vulnerability matrix to record and identify vulnerabilities and risks when dealing with cases of antisocial behaviour.	Immediate	Community Safety Partnership	Hate incidents are now recorded on joint Sentinel case management system. The vulnerability matrix is used to identify vulnerability and risks.
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	We will ensure that we work with other agencies to enable identification of all ongoing or repeat instances; this will include proactive sharing of data.	We will use the information-sharing protocols and partnerships such as the JAG and Endeavour to ensure there are joint responses.	Immediate	Community Safety Partnership	In place. Repeat incidents are monitored and addressed via the Endeavour Team.
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The criminal justice system is more accessible and responsive to victims and disabled people and provides effective support for them.	Support for victims.	We will use mechanisms to support victims such as victim support referrals, safe at home schemes and safer places scheme.	Immediate/ June 2012	Community Safety Partnership	<p>Safe Place Scheme was launched in Hinckley Town Centre in June 2012. A new Safe Place in the Night-time Economy was introduced in 2013. [The Safe Place Scheme is a network of places across the town centre (shops, the library, fire station), where people can go if they are feeling vulnerable and want a safe haven. They receive initial support and are referred to First Contact if appropriate]. We were the first Borough to introduce the scheme in the county. New Safe Place Scheme launched that better supports vulnerable people and follow up of issues. Further improvements after 'inspection' by Leicestershire County Council (await finding). Now also making referrals to First Contact. This is continuing with new Crescent Development (December 2015). A dedicated PCSO will regularly visit schemes to highlight and promote. All PR is via ASB officers at HBBC.</p> <p>HBBC supports the countywide First Contact Scheme, with relevant referrals re victims of hate crime/harassment also referred through this process. A number of Parish Councils in H&B have signed up to First Contact as part of a countywide pilot in 2013, with a view to engaging all Parishes. We continue to support the First Contact Scheme with all Service Areas receiving referrals and frontline workers completing referral forms as appropriate. Every opportunity has been taken to</p>
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					<p>encourage further take-up/engagement of Parish Councils and we have worked with the Leicestershire and Rutland Association of Parish Councils to promote this.</p> <p>Referrals continue to be made via victim support and Safe at Home Scheme (58 properties in 2015/16). Funding has been secured for Safe at Home Scheme and to support victims of antisocial behaviour and hate crime/ incidents. Highest proportion of referrals in HBBC via First Contact. 'Victim Support' funding' from Police and Crime Commissioner from October 2015. Awaiting PCC announcement of awards for 2015/16 (due December 2015).</p>
	Review and remove all obstacles for reporting harassment	Work with partners to provide alternative reporting centres, easy read report forms and work continually to promote awareness on how to report harassment.	Immediate and ongoing	Community Safety Partnership	Review of reporting centres has taken place and training delivered in 2014. Easy read report form for reporting hate crime in place. Signposting Centres also established. Awareness-raising and how to report harassment is in place and ongoing. No feedback from Parishes. RB to raise this and PREVENT at next Parishes Forum. RB to link with CAB and County Forum. [Rebecca Ball]
		Continually review barriers to reporting in conjunction with the Hate Incident Monitoring Steering Group. Annual review of gaps and future actions and review statistics available at district level on a quarterly basis.	Immediate and ongoing	Community Safety Partnership	Annual review in place via County Steering Group and feeds into an annual review of Partnership priorities. Hate Crime dashboard reviewed quarterly at district level.
	Seek the views of disabled people	We will use the Disability Forums to seek the views of disabled people.	Immediate	HBBC Comms Team	Disability Forum established and has been consulted over disabled car parking, access and design of the new council offices building and changes to welfare benefits in 2012 and 2013 to date. Consulted re new leisure centre design and access 30 April 2014; incorporated into final design. Materials being sent out - but no suitable consultation. 16 March 2015 Hate Crime event (RB). We can now also feed into and consult with the new Locality Group.
The wider community has a more positive attitude towards disabled	Review the effectiveness of current awareness-raising activities concerning	We will promote positive images of disabled people.	Immediate and ongoing	HBBC Comms	Images in the Council newspaper (Borough Bulletin) eg Winter 2011 p5, Spring 2012 ps13

people and the seriousness of disability related harassment, and more general social attitudes towards disabled people.	disability related harassment and assess whether there are any gaps.			Team	and 15, Spring 2013 ps5, 7 and 16, Autumn 2013 p6 and Spring 2014 p4. To be continued in March 2016. The borough Sport and Health Alliance organises and delivers the borough sport awards and has two awards for disabled athletes - the Disabled Athlete of the Year and the Junior Disabled Athlete of the Year. The awards were presented in November 2015 - the tenth year the awards have been presented. Further images/article in the Borough Bulletin in March 2016.
		We will ensure that there are no barriers to prevent representation from disabled people as Councillors.	2011/2015/2019	HBBC Chief Executive	The 'Becoming a Councillor' event/open evening, which takes place in pre-election period. This event has been publicised aiming at reaching as many groups as possible, encouraging all people to stand. The Member Development Steering Group put together a list of various community and voluntary groups etc to whom to send our 'Become a Councillor' leaflet and to invite to the Prospective Councillor events so we could encourage greater diversity. Additional support provided to the elected candidates if they have a disability eg: * For a physically disabled councillor we provide equipment for, reimburse him/her for taxis, hire accessible buses for etc. Arrangements for physical support for him/her to carry out their duties.
					* For a councillor with a learning disability, additional support is provided for the completion of forms, expense claims etc. 'Becoming a Councillor' event took place in February 2015. It will be repeated annually, with Parishes in mind.
		We will encourage all individuals and organisations to recognise, report and respond to any incidents of disability related harassment	Immediate and ongoing	Community Safety Partnership	In place and ongoing. Workshops delivered to high schools across the Borough on hate crime, disability awareness and antisocial behaviour. Workshops delivered to over 1,600 pupils 2013-14. In the first quarter of 2014-15, delivered to over 500 young people. Delivery supported by Leicestershire County Council but no longer available. To seek to join together presentations on PREVENT, with

					awareness training - at a single set of events.
		Continue to coordinate and deliver the Community Relations Forum aimed at working towards eliminating discrimination of any kind and building community relationships to be proud of	Ongoing, with twice-yearly events	Community Planning	In place and ongoing delivery of twice-yearly Forum events. Growing engagement of organisations/agencies representing those with disabilities, learning difficulties, victims of discrimination/harassment etc. We continue to support the delivery of twice-yearly Forums. Recent themes have included: 'Valuing difference in our community', providing the opportunity to acknowledge, better understand and value all members of our community, which has embraced those with mental health issues, learning difficulties etc. We have utilised the newly established Voluntary and Community Sector database (representing 1,200 active VCS organisations in H&B), to broaden promotion, which has resulted in further engagement of a broad and diverse membership of the Forum. Delivered at end January 2014 and November 2015.
All frontline staff who may be required to recognise and respond to issues of disability-related harassment and have received proper training.	All frontline staff where disability related harassment or antisocial behaviour are trained in how to recognise and ensure appropriate safeguarding.	We will train all frontline staff to recognise and record vulnerability and train them to recognise safeguarding and the process to follow on identification of safeguarding.	Immediate and ongoing	Chief Officer	Complete. Refresher training events to be arranged, as needed. Hate crime training to be mandatory for those who are identified as in need. Training with frontline staff end 2014. E-learning updated and circulated in March. Needs to be rolled out to council contractors – refreshed annually at 'Hate Crime'/ Safeguarding and via Learning Pool. [R Ball]
	More generally, all agencies should consider whether their wider staff training and development processes and appraisal and promotion systems should be amended.	Safeguarding training for Gold, Silver and Bronze rolled out to all staff utilising online training modules, where appropriate.	Immediate and ongoing	HR	In place. Safeguarding training rolled out and reviewing Competency Framework.
Urge local partnerships to raise the issue of disability related harassment on their agendas in order to effectively tackle it together	Local agencies and partnerships need to communicate and act together in ways that produce a swift resolution.	Promote positive attitudes towards disabled people.	Immediate	Comms Team - Borough Bulletin	Promotion of the 'Safe Place' scheme to the local media and in the Council's own newspaper. Promotion of hate crime and reporting hate crime campaign in the Council's newspaper. Ongoing. [Richard Evans/Julie Stay]
	Local agencies and partnerships should review the priority they give to dealing with harassment and work together to eliminate it.	The Community Safety Partnership will include within their delivery plans outcomes/actions in relation	Immediate	Community Safety Partnership Town	New Community Safety Strategy and Action Plans developed for 2014-15. Actions include: to support the countywide 'Stop and Tell' Campaign and encourage reporting of hate

		to dealing with harassment and work towards eliminating it.		Centre Partnership/ BID	crime, to provide support to Victim Support in their bid to continue offering places to victims of antisocial behaviour and hate incidents. Hate Crime event on 16 March 2015 and Action Plan in place. [Richard Evans/Julie Stay]
	All agencies and partnerships dealing with crime and disorder should appoint a local harassment coordinator (unless they can evidence properly there is no requirement) and such coordinators should meet on a regular basis to identify issues of joint concern.	We will review Community Safety priorities annually and any gaps identified by the EIA Assessment will be built into the Community Safety Action Plans.	Immediate and ongoing	Community Safety Partnership	Community Safety Priorities reviewed and Strategy reviewed April 2104 and December 2015.
		We will support a local Hate Crime Policing Officer, Local Authority Hate Crime Champion and Equalities' Member Champion.	Immediate and ongoing	Chief Officer Executive	Now being delivered through the Neighbourhood Policing Area.. In place (Cllr Amanda Wright)
	Statistics on the performance of local agencies and partnerships in addressing harassment, and any service guarantees, should be published annually in a uniform format using accessible media. These should include surveys which measure community satisfaction with their work.	JAG and Endeavour to continue and develop practices in the identification and partnership response to hate crime.	Immediate and ongoing	Community Safety Partnership	Practices in place. Some core developments include: * Community Protection Officer role established to review partner intelligence and coordinate Endeavour Team activity * Hate incidents flagged/recorded on Sentinel by Endeavour Team
	Local Partnership Boards should be fully accessible for disabled people to join.	Publish Annual Hate Incident Monitoring Project Report.	Published 2011. Next annual review 2016	Community Safety Partnership via County Hate Incident Steering Gp	Published annually. Last published Nov 2014, for refresh April 2015. Review at next meeting of CESG.
	Local agencies and partnerships should ensure support and advocacy services in their area are adequate, accessible and that the victims of disability related harassment, and potential victims, know their rights and the options available to them with regard to all forms of harassment.	Victim Support services in place. Look to sustain delivery of victim support services.	Currently funded by PCC.	Community Safety Partnership Board	In place and sustained until March 2015. From April 2015, the local Police and Crime Commissioner assumed sole responsibility for funding. 'Victim First' in place (1 October 2015) for Hate Crime/Hate Incidents. Customer Services advised.
	Local authorities should play a lead role in driving local partnerships to deliver on preventing and tackling disability related harassment.	Organisations should invest in awareness campaigns aimed at encouraging victims of disability related harassment to come forward.	Deliver annual 'Stop and Tell' Campaign to raise awareness and reporting of hate crime.	Next Campaign Nov 2016	Community Safety Partnership

	They should ensure that good quality accessible, independent advocacy is available to disabled people, enabling them to get the support that they need.	Work closely with organisations that work with people with disabilities to encourage victims of disability related harassment to come forward.	Immediate and ongoing	Community Safety Partnership	The County Hate Incident Steering Group has members from MIND, MENCAP and health services. We work together with a wide number of partners via this county group to prompt reporting and awareness and put annual action plans together. Drafted for publication.
	They should undertake access audits of the support services offered to victims to establish where disabled people are receiving adequate support and action remedies.	The Community Safety Partnership will include within their delivery plans outcomes/actions in relation to preventing and tackling disability related harassment.	Annual Review	Community Safety Partnership	In place - actions were reviewed. Action Planning and new Strategy developed and in place for 2014-17.
Key delivery partnerships namely: TCP, CSP, Health and Wellbeing, Think Family Partnership, provide quarterly progress reports to the LSP, which could include a requirement to report on the above.		LSP meets three times per year, plus an annual review meeting in February each year.	LSP February 2014 and ongoing	In place and reported to the LSP Board on a quarterly basis, as well as delivery of presentations/performance reports as and when requested by the LSP Board. Also informs the Annual LSP Statement of Achievements' report. The LSP continues to call to account the key delivery partnerships and to receive performance reports as appropriate, with the opportunity to call in reports on access to provision.	
Continue to provide victim support for victims of hate crime and hate incidents.		Currently funded at county level until April 2014	Community Safety Partnership	Victim services to be commissioned via Police and Crime Commissioner (PCC) and PCC currently consulting to shape services. Full funding until March 2015; PCC to determine funding thereafter.	
Further develop and embed arrangements to identify and consult with vulnerable residents in its borough, including those with learning disabilities.	We will ensure that vulnerable residents are represented and consulted.	We will hold regular workshops with people with all types of disabilities.	Ongoing	Comms Team	In place.
				Community Planning	Establishment of new Voluntary and Community Sector (VCS) arrangements in Hinckley and Bosworth with effect from 1 April 2013. The local authority has ring-fenced funding to enable the instigation of a new VCS Forum comprising 30 VCS organisations and the establishment of a comprehensive VCS database detailing 1,200 active VCS organisations (at Feb 2014). This provides a further mechanism to consult more widely on the needs of our most vulnerable residents.
				Community Planning	Ongoing engagement and support of the Hinckley and Bosworth Locality Group, and

					attendance at monthly meetings (as part of the Independent Voices for Engagement organisation: IVE). IVE support service users and carers, and specifically vulnerable people, raise views and recommendations through engagement and consultation. Ongoing attendance and support of the IVE, including facilitating linkage with relevant locality arrangements, for example securing appropriate representatives at group meetings such as Police, Employment Service etc and ensuring linkage with other relevant Forums/Networks i.e. Community Relations Forum, VCS Forum, Changing Minds Group, to ensure that the IVE is not operating in isolation and gaining access to existing support and provision.
Improves its use of equality impact assessments. Although the process for completing Equality Impact Assessment and undertaking equality monitoring is understood throughout the Council, it needs to improve both the quality and robustness of information captured, the analysis undertaken and be able to demonstrate the impact made.	We will continue to embed the use of impact assessments and ensure that any actions identified are fed into the business planning process.	The TEN Performance management system is used to ensure that Service Improvement Plans, targets, risks and Equality Impact Assessments are all in one place.	Ongoing	Head of Service	In place. 'Awareness' of system to be raised to ensure user-friendly.
Works with its partners in Health and Social Care to ensure that young people with moderate learning difficulties are targeted for support and awareness raising about harassment and how to report it.	We will improve contact with the health and social care organisations to ensure that people with learning difficulties are targeted for support.	Through the Health and Wellbeing Board, we will improve relationships, communication and representation.	Ongoing	Deputy Chief Executive and Chair of the Health & Wellbeing Board	In place and ongoing quarterly meeting of the Health and Wellbeing Partnership, including representatives from Adults and Social Care, to ensure profiling of this work and encouragement of collaborative working. Ongoing quarterly meetings and ongoing support of key partners including West Leicestershire CCG, Public Health, Health Watch, Adult and Social Care, VCS and, recently, LCC First Contact representative. The new Health and Wellbeing Strategy and underpinning priorities were finalised in September 2014 and representation on the Corporate Equalities' Steering Group confirmed. Strategy launched week commencing 30 January 2015 and GPs reporting to West Leicestershire CCG. Health

					Directory is updated every four months.
Works with health agencies to secure their engagement in the work of the Council and its partners, in identifying victims of antisocial behaviour and addressing their needs.	We will improve contact with the health agencies to ensure that they feed into our partnerships to address needs.	The Health and Wellbeing Board will feed into the LSP and have representation on the LSP.	Ongoing	Deputy Chief Executive and Chair of the Health and Wellbeing Board	In place and ongoing quarterly meeting of the Health and Wellbeing Partnership. Development of effective relationships and representation from West Leicestershire CCG, Public Health, Health Watch and the VCS. Quarterly reporting to the LSP Board. The Health and Wellbeing Partnership is one of the key delivery partnerships which reports into the LSP Board on a regular basis. This includes annual reporting on progress and performance against partnership priorities, at the LSP annual review meeting. The Chair of the Health and Wellbeing Partnership and our lead member for health and wellbeing also sit on the LSP Board. Representation from Health and Wellbeing Board on Corporate Equalities Steering Group now confirmed.
Actions arising from Internal Audit Review		Officers should ensure that equality objectives are set at least once every four years and an Annual Equalities Assessment is undertaken.	Oct 2016	Chief Officer (Corporate Governance & Hsg Repairs)	This will be done as part of the revision of the Corporate Plan on a cyclical basis - in hand.
		The Council should consider introducing a procedure that guides officers through the steps that need to be followed when they update their policies. This should include a note where to file the policies so they are updated and filed consistently. Officers should also consider producing a procedure guide on completion of the Equality Impact Assessment Tool so that expectations of information to be included and guidance on practical completion of the tool is available.	May 2015	Chief Officer (Corporate Governance & Hsg Repairs)	This has been completed and is available on TEN on the Council's Intranet.
		The information contained on the Council website needs to	Sept 2015	Chief Officer (Corporate	To review every six months

		be reviewed and updated where necessary.		Governance & Hsg Repairs)	[Jacqueline Puffett]
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Updated 1 March 2016