

# Appendices to Equality Policy 2020-2023

## Appendix 1: Definition of “protected characteristics”

### Age

A person belonging to a particular age (for example 32 year olds) or range of ages (for example 18 to 30 year olds).

### Disability

A person has a disability if she or 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 transitioning from one gender to another.

### Marriage and civil partnership

Marriage is a union between a man and a woman or between a same-sex couple.

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, and nationality (including citizenship) ethnic or national origins.

### Religion and belief

Religion refers to any religion, including a lack of religion. Belief refers to any religious or philosophical belief and includes a lack of belief. Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

### Sex

A man or a woman.

### Sexual orientation

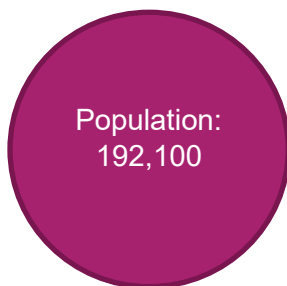
Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

# Appendix 2: Background information and statistics

## Herefordshire's Diversity Data

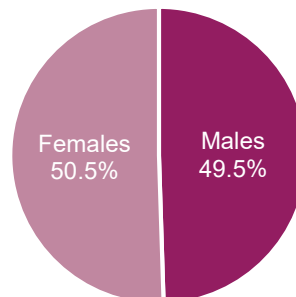
Below is just a summary of some key characteristics of the county of Herefordshire. Far more comprehensive information is available from several sources, most notably the council's "[Understanding Herefordshire](#)" website.

### Population



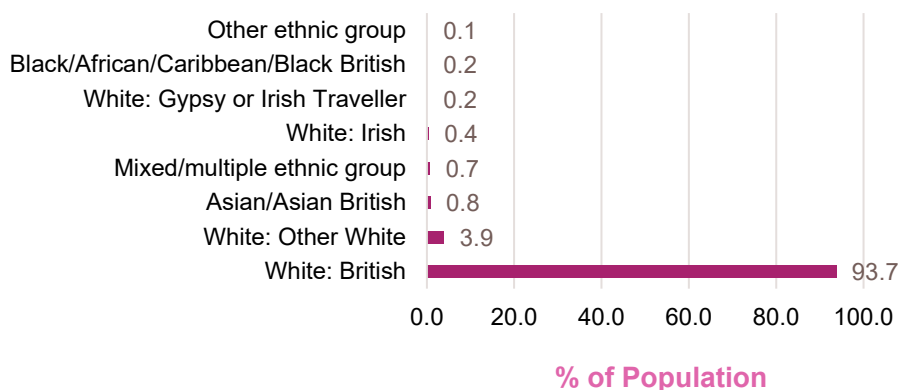
Source: 2018 mid-year population estimates for Herefordshire

### Gender



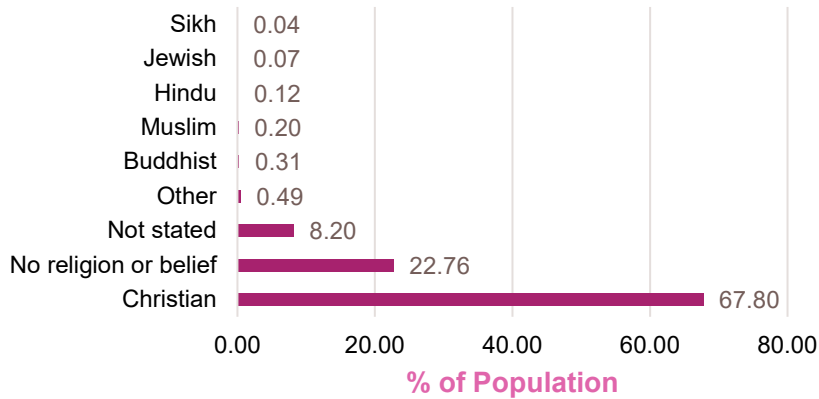
Source: 2018 mid-year population estimates for Herefordshire

### Ethnicity



"White: British" Includes also "White: English, Scottish, Northern Irish, Welsh".  
 "Asian/Asian British" includes Chinese, which was previously a separate category.  
 Source: [2011 Census](#)

## Religion and Belief



Source: 2011 Census

## Hate crime

### Definitions:

- An **offence** is a crime by law and these have to be notified to the Home Office.
- A **crimed incident** is a report to the police that has involved some sort of police management (such as safeguarding activity) but does not amount to an offence in law.

### Herefordshire: Offences with a hate marker applied (source: West Mercia Police)

Period	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
2016/17	9	11	9	17	9	12	16	12	10	9	12	17	143
2017/18	18	18	14	22	14	6	5	16	16	13	19	13	174
2018/19	6	12	10	10	11	11	13	14	10	16	17	10	140
2019/20	14	13	12	17	14	13	16	17					116

### Herefordshire: Crimed incidents with a hate marker applied (source: West Mercia Police)

Period	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
2016/17	1	1	1	1	5	1	4		2		1	3	20
2017/18	5		1	1	2	1	1	2	3	2	2	2	22
2018/19	2	3	1	2		4	2	2	3	1	2	3	25
2019/20		2	1	3	1	2	2	3					14

The number of offences with a hate crime marker recorded between April and November 2019 has consistently exceeded the monthly totals for 2018. It is unclear if this represents an increase in actual offences, or reflects a greater confidence in victim reporting.

### Herefordshire: Recorded crimes with a hate marker applied April 2018-March 2019

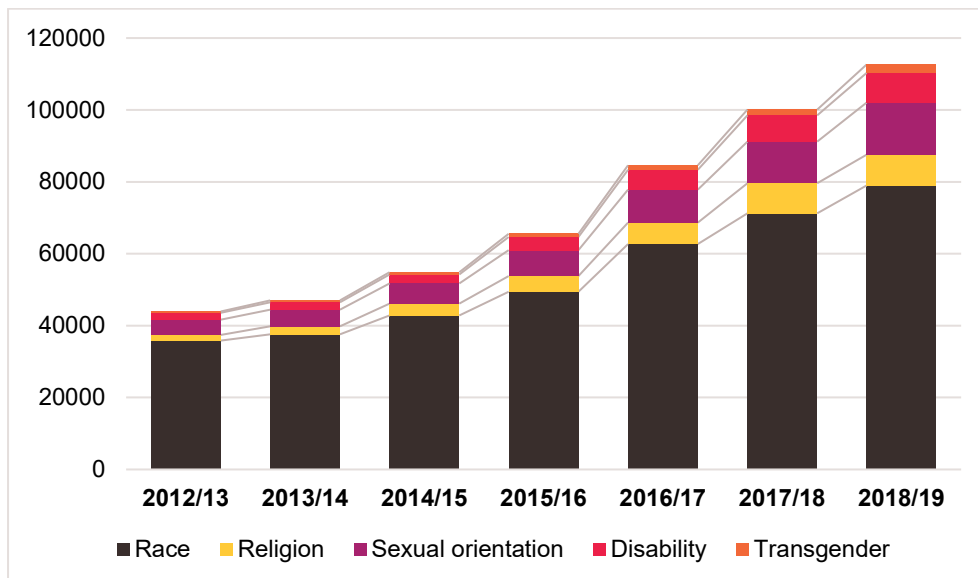
<b>Racial</b>	3	9	5	3	4	4	8	8	6	8	13	5	<b>76</b>
<b>Sexual Orient</b>	2	1	2	2	3	3	3	2	3	6	2	2	<b>31</b>
<b>Total Markers</b>	<b>8</b>	<b>11</b>	<b>7</b>	<b>6</b>	<b>9</b>	<b>10</b>	<b>13</b>	<b>12</b>	<b>10</b>	<b>14</b>	<b>18</b>	<b>9</b>	<b>127</b>

### Herefordshire: Crimed incidents with a hate marker applied April 2018-March 2019

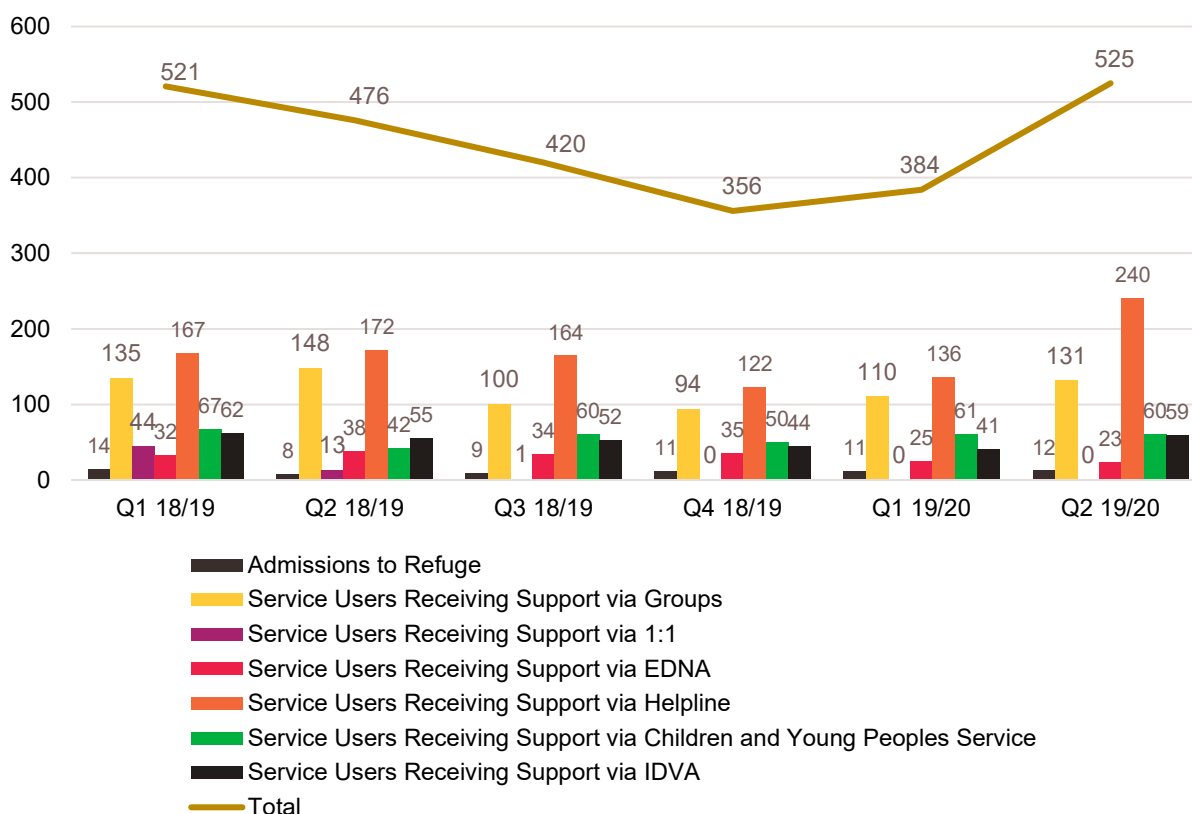
<b>Homophobic</b>		1				1		1	1		2		<b>6</b>
<b>Religious - Muslim</b>						1							<b>1</b>
<b>Total Markers</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>25</b>

### Recorded hate crimes in England and Wales

The chart below (source: [Home Office](#)) shows “categories of motivation”. It is possible for a crime to have more than one motivating factor (for example an offence may be motivated by hostility towards both the victim’s race and religion). Thus the total number of individual hate crimes for each year is slightly below the number indicated on this chart. However the same year-on-year increase is apparent.



## Domestic abuse



The graph shows the nature and extent of support received by service users of West Mercia Women’s Aid Domestic Abuse Service from April 2018-September 2019. The [Understanding Herefordshire](#) website contains more detailed information on local and national prevalence.

## Female genital mutilation (FGM)

A study by [City University London and Equality Now](#) (2015) estimated that the prevalence of FGM per 1,000 women in the population is:

- 0.2 in Herefordshire
- 3.5 in West Midlands
- 4.8 in England and Wales

More [up-to-date statistics](#) indicate that the number of individual women and girls who attended a healthcare provider in England where FGM was identified are:

<b>Apr 15-Mar 16</b>	6,195
<b>Apr 16-Mar 17</b>	6,675
<b>Apr 17-Mar 18</b>	6,265
<b>Apr 18-Mar 19</b>	6,490
<b>Apr 19-Mar 20</b>	6,590

**Of the 6,590 individual cases recorded in England in 2019/20:**

- 1,220 were recorded in the Midlands
- 205 were born in the UK (1,870 were born in Eastern Africa)
- 145 cases of FGM took place in the UK (45 took place in the Midlands)
- The most common age for FGM to occur is between 5-10 years (230 cases in the Midlands)

It is important to note that these statistics are experimental, that a lot of data is missing, and that limitations may apply to the interpretation of the data.

## Diversity of Local Authority Councillors

The table below uses national data from the [National Census of Local Authority Councillors 2018](#). The figures shown are a percentage of those elected councillors who responded.

	National (2018)	Herefordshire (2019)
<b>BAME</b>	4.0	2.2
<b>Female</b>	35.7	39.6
<b>Disabled</b>	16.1	14.9
<b>LGBT</b>	6.1	8.7
<b>Aged under 45</b>	14.8	5.7

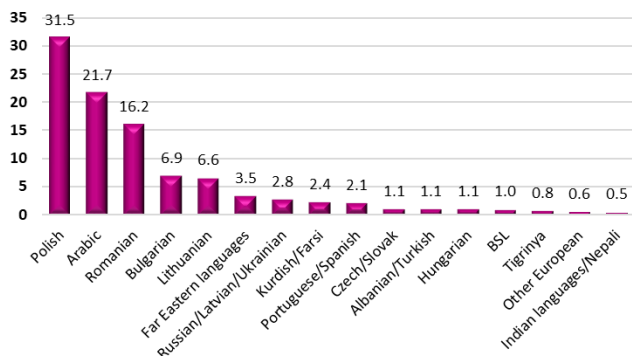
## Peer-on-peer harmful sexual abuse in schools

- [The Women and Equalities committee \(WEC\)](#) found a number of large scale surveys find girls consistently reporting high levels of sexual harassment and sexual violence in schools and colleges.
- [Girlguiding's Girls' Attitudes Survey 2017](#) found 64% of girls aged 13-21 had experienced sexual violence or sexual harassment at school or college in the past year. This included 39% having their bra strap pulled by a boy and 27% having their skirts pulled up within the last week.
- A [study by UK Feminista \(2017\)](#) shows that:
  - Over a third (37%) of female students and 6% of male students at mixed-sex schools have personally experienced some form of sexual harassment at school.
  - Almost a quarter (24%) of female students and 4% of male students at mixed-sex schools have been subjected to unwanted physical touching of a sexual nature while at school.

An information and advice sheet was produced for schools by the [Department for Education in 2018](#).

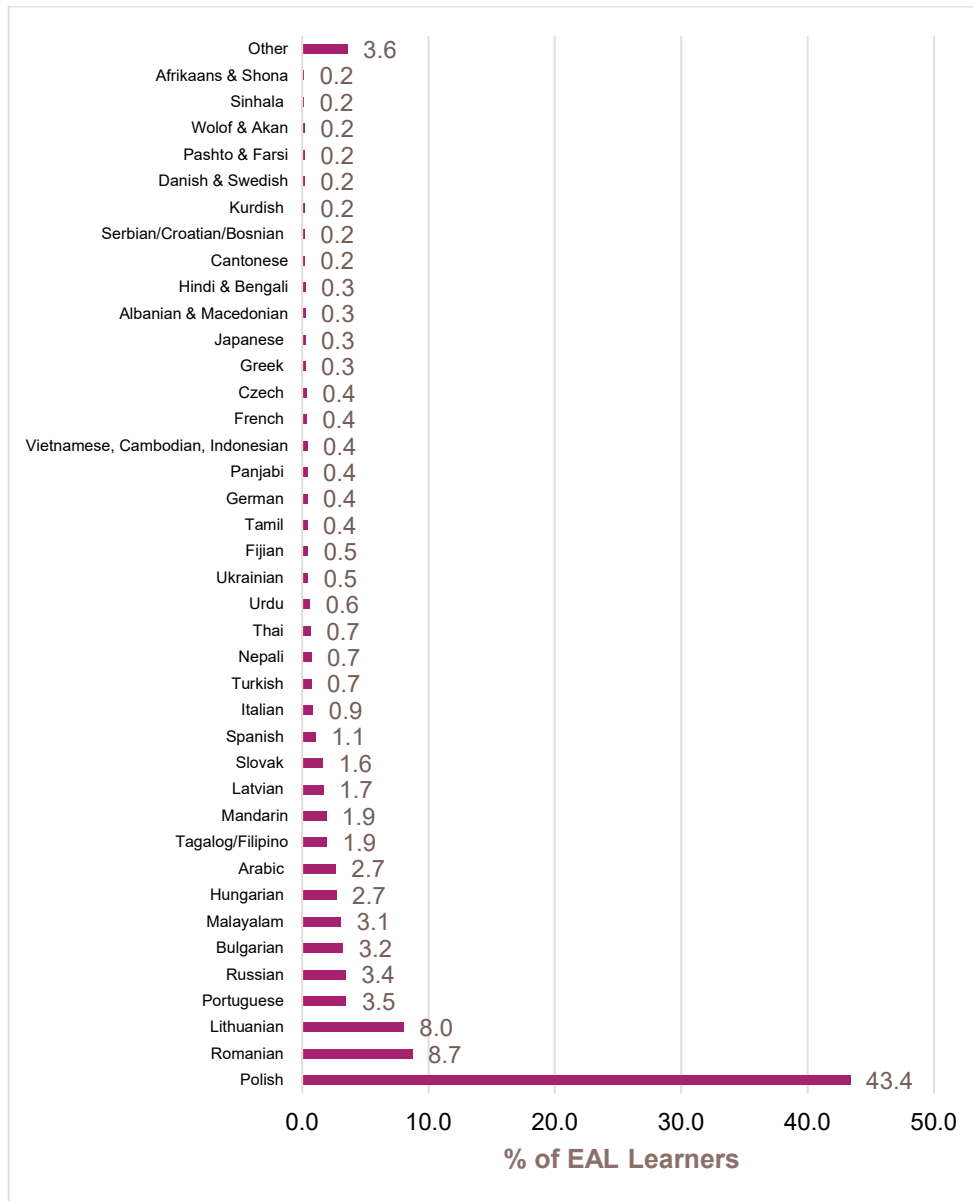
## Languages spoken in Herefordshire

This graph shows languages as a % of all interpreter and translator bookings in 2019 through the Herefordshire Language Network. The Network is used by various local organisations, including Herefordshire Council, Wye Valley NHS Trust, Probation, schools, etc.



## English as an additional language (EAL)

This graph shows the first language of EAL students in Herefordshire schools as at Summer 2019 (1,952 students in total).



### Performance of EAL children in Herefordshire

#### Early Years Foundation Stage:

- 64.1% EAL (English as an additional language) pupils reached a good level of development in 2019 compared with 59.3% in 2018. This ranks Herefordshire in the 2nd quartile.

#### Key Stage 1 (including Year 1 phonics):

- The performance of EAL pupils in writing and mathematics is higher than their peers nationally, with 69.9% achieving the expected standard in writing (second quartile) and 78.2% (second quartile) achieving the expected standard in maths. Reading was also in the second quartile, at 71.3%, but this was marginally below the national average of 72.0%.

#### Key Stage 2:

- 64% of EAL pupils achieved the expected standard in reading, writing and mathematics, slightly below their peers nationally (third quartile performance).

## Appendix 3: The Armed Forces

In Herefordshire, the cross sector Herefordshire Armed Forces Covenant Partnership (HAFCP) works together to deliver a range of [projects and initiatives](#) to address the aims of the Covenant and the main issues facing the county's Armed Forces community. These include housing, health, employment, education, and remembrance and recognition activities.

Other areas of need identified by HAFCP:

- Veterans and their families facing social and/or rural isolation
- Veteran community feeling valued in society
- Better awareness in health services and statutory services of the barriers to accessing and using health services
- Improve outcomes for those experiencing mental health issues as a result of their military careers
- Better understanding of the impact on serving families and those about to leave
- Drug and alcohol dependence
- Improving employment and training opportunities for service leavers/spouses

In addition to the national Armed Forces Covenant, Herefordshire Council has also signed an Armed Forces Corporate Covenant which is a set of pledges stating how we will support the armed forces community in the county. Our commitments have earned us Employer Recognition Scheme Bronze, Silver and Gold Award status. However, the Council intend to do more to better meet the needs of the armed forces community.

By ensuring that service personnel are identified, the Council will be able to provide information and guidance to other services and support that are best placed to deal with their needs without such a reliance on public sector services.

### Evidence of possible disadvantage

Examples of possible disadvantage to armed forces personnel include:

- **Healthcare** – If on a hospital waiting list, it has been known for personnel to be put back to the bottom of the list upon relocating to Herefordshire even if they had no choice in this relocation.
- **Housing** - Veterans and service leavers' access to social housing has improved significantly in recent years due to local authority guidance in the 2012 Housing Regulations. In Herefordshire, these changes have been fully adopted by Herefordshire Council in their social housing allocation policy. This means that the armed forces community are not disadvantaged in the local connection criteria when qualifying for the housing register. It further states that additional preference or priority to be given to those who are injured, sick or disabled as a result of their military service. Furthermore, we have been able to agree with the local Garrison about the notification time of when spouses and partners of marital/relationship breakdown can be placed on the housing register.
- **Education** - Regional and national data indicate that the local veteran population could hold higher qualifications than their non-veteran counterparts. However, it is well recorded and reflected in the local veteran survey that over 50% state that their military qualifications and experience were not recognised by employers. We have worked with the Career Transition Partnership to translate military qualifications to the civilian qualification levels and also support those transitioning out of service to best apply for posts. Herefordshire Council will automatically give an interview to someone who identifies as military but only where they also meet the person specification.



- **School Admissions** - Due to the regular displacement of families due to service life, local authorities under the Schools Admission Code, must accept an application and allocate a place for children of armed forces personnel on proof of assignment and in advance of moving to the area. Furthermore, the Service Pupil Premium (SSP) has been introduced under the Covenant to mitigate the impact of service life on children's education. In 2019, 1,029 service children in Herefordshire benefited from SSP, dispersed across 98 schools.
- **Higher education** - Children from military families have low participation rates in higher education. Various factors can affect this, such as mobility, separation, wellbeing and caring responsibilities. Further and Higher Education providers now identify students from an armed forces background in their application process and within their widening participation plans. Both UCAS and the Office for Students have identified young people from a military background as an underrepresented group.

## Armed Forces Covenant Legislation

The legislation proposed for early 2021 will require that a public authority must, when exercising its public functions, have due regard to:

1. the unique obligations of, and sacrifices made by, the armed forces
2. the principle that it is desirable to remove disadvantages arising for service people from membership, or former membership, of the armed forces

The duty to have due regard only applies to the exercise of certain functions in:

- healthcare
- compulsory education
- housing (Allocation of Social Housing and Homelessness)

## Human Resources Policies

Herefordshire Council allows reservists 10 days additional paid leave, and encourages employees to use their 2 paid volunteer days to trial Adult Cadet Volunteering or military charity activities. The Council has a range of flexible working policies which can support ex service personnel, spouses, partners and families eg. different working patterns, managed attendance, availability of counselling and paid leave for bereavement, family and domestic crisis and caring for a relative etc.

# Appendix 4: Achievements from 2016-19 equality objectives

## 1. Syrian Refugees

### Objectives:

- Safely accommodate up to 60 refugees in the county
- Contract an agency to provide a Refugee Support package
- Provide all school-age refugee children with a school place
- Establish a pool of volunteer interpreters to work with refugees
- Provide 1:1 support for any refugee who experiences hate crime or discrimination

### Progress as at June 2020

- A total of 95 refugees have been welcomed to Herefordshire between November 2016 and September 2018, most of whom remain living in the county. These refugees are continuing to develop their independence through the continued offer of ESOL classes, English practice opportunities, engagement with work coaches, employability schemes, schools and further education as well as other local provision according to their individual need.
- While all of the families have exited the initial orientation support provided by Refugee Action (ended September 2019), the provision of enhanced housing management continues. It is provided by Spring Housing for the first 3 years of resettlement, and a procurement process is currently underway to continue this service to the end of the 5 year resettlement period.
- In May 2020 Herefordshire Council made a further commitment to resettle at least 125 refugees through government resettlement schemes over five years. A new refugee resettlement scheme from April 2020 to March 2021 has been announced by the government, however government commitment to refugee resettlement schemes beyond April 2021 is yet to be announced.
- A pool of Arabic-speaking volunteers has been identified and trained to work with refugees.

## 2. Unaccompanied asylum seeking children

### Objective:

Build numbers during 2017 to ensure that at any one time a total of 25 unaccompanied asylum seeking children are safely accommodated in the community, and supported to become independent.

### Progress as at June 2020

- As at 31 August 2019 the Council is caring for 5 looked after children and supporting a further 15 care leavers who were asylum seekers. Herefordshire has accepted transfer of 12 children through the National Transfer scheme since it was established in summer 2016. The demand has been lower than originally anticipated. Specific recruitment of foster carers and supported lodging providers has been successful and one shared house with support was established.
- Young people have expressed that living in Herefordshire has made them feel isolated from their religious community and concerned about the range of educational opportunities available to them. Consequently a number of young people chose to move to other cities in the UK. Funding was granted for a support service which Refugee Action has been providing throughout 2019. This has proved successful in enabling young people to feel safer and more integrated within Herefordshire. However the project is not financially sustainable and will end shortly. Consequently there are no plans to offer further places via the National Transfer scheme at this time subject to the views of Cabinet.

### 3. Training

**Objective:**

100% of our staff and managers complete their mandatory equality training

**Progress as at December 2019**

- Our current induction for new staff includes time spent explaining the e-learning process, and allows time for staff members to complete the mandatory learning modules. A new induction programme was launched in April 2018 with improved focus on values and equality.
- Completion rates for mandatory training are currently at 91% with reminders sent to the remaining few.
- In December 2018 the organisation achieved 95% completion of mandatory training.
- A new revised version of the mandatory Equality and Diversity training module was introduced in January 2020, this includes a new section on “unconscious bias” and raises awareness on the role and responsibilities of all officers in regards to the Public Sector Equality Duty.
- After the local elections in 2019, a programme of equality and diversity training was delivered as part of the face-to-face induction programme for all councillors.
- Bespoke face-to-face equality training is delivered regularly to foster carers as part of their mandatory training programme.

### 4. Diversity data of workforce

**Objectives:**

- Capture the diversity data of 95% of all council staff
- Reduce number of staff who "prefer not to say" to 20% or lower across each "protected characteristic" (currently 36.3%)
- Capture diversity data of all job applicants (who wish to divulge it)
- Analyse diversity data of job applicants to highlight any notable anomalies between the protected characteristics of applicants versus successful candidates
- Analyse diversity data of all candidates standing for election for Herefordshire Council, to highlight any notable anomalies between the protected characteristics of successful candidates versus unsuccessful candidates.

**Progress as at December 2019**

- As at December 2019, 83.1% of voluntary diversity data had been captured. This is somewhat lower than the 2018 figure of 89.9%. The reason for the reduction is a historic error in data capture, where information which hadn't been obtained defaulted to “prefer not to say”. This may still be the case in some instances, and we will have to do some work on correcting it. In correcting this error, the percentage of data collected may seem to reduce again in 2020.
- As at December 2019, 33.5% of captured diversity data was categorised as “prefer not to say”, so this objective has not been achieved. However, as stated above, some of this would have been in error.
- From January-December 2017, 19.2% of all job applicants provided diversity monitoring information. However the process is not in place to analyse these figures against successful applicants.
- Diversity data for candidates standing for election in May 2019 can be found in our [Equality in Employment](#) document.

## 5. Herefordshire Language Network

### Objectives:

- Have 36 languages active and available within county boundary (currently 35)
- Achieve annual income target of £30,257 (by end of March 2017)
- Deliver one unaccredited Foundation Training for Interpreters course

### Progress as at December 2019

- We currently have interpreters in 45 languages available locally.
- Our annual income target was exceeded in both 2017/18 and 2018/19.
- Three Foundation Training for Interpreters courses were run in 2017-2018.

## 6. Gypsy, Roma & Traveller (GRT) communities

### Objectives:

- Agree on a location, and develop a transit site/temporary stopping place in Herefordshire.
- Produce a Gypsy, Roma & Traveller strategy with associated actions to improve facilities and services for GRT communities.

### Progress as at June 2020

- The Travellers Sites Development Plan has identified a site for use as a temporary stopping place on the outskirts of Leominster. Herefordshire Council adopted the DPD at its meeting in October 2019.
- The Traveller Sites Development Plan allocates 9 additional pitches at 4 of the local authority sites in the county and 4 additional privately owned pitches.
- A further assessment of the longer term requirement for new pitches was started in April 2020. The findings of this assessment are expected in September 2020, subject to site survey restrictions due to Covid-19.
- Herefordshire Council will apply for funding for the provision of a transit site from Central Government.
- A revised Herefordshire Gypsy and Traveller Strategy Group Development Plan was produced in 2018 and a number of objectives were identified with local partners (Police, LA Planning Authority and LA Educational Services). These include the adoption of the Travellers Sites Development Plan. The creation of a virtual school for monitoring and tracking GRT attainment in schools which was implemented in December 2018 and reviewed termly thereafter (Annual Report to Strategy Group 2019).

## 7. Gender pay gap

### Objective:

Publish our employees' pay by gender in accordance with regulations under section 78 of the Equality Act 2010.

### Progress as at December 2019

- Our first gender pay gap report was published in January 2018, and is published annually.