

**Equality Impact Assessment
Level One Assessment Form**

Service Area: Human Resources.

1. What is the name of the proposed policy, procedure, project etc to be assessed.	
Hate Crime Policy and Procedure	
2. What are the aims or intended outcomes of the policy to be assessed.	
<p>The aim of the policy and procedure is:</p> <ul style="list-style-type: none"> • To provide a mechanism for the reporting, recording, investigation, monitoring and evaluation of all hate crimes/incidents gathered by the Council, and to encourage and promote inter-agency responses to them 	
3. Is there any potential public or staff concern that this function, policy or proposal may have a discriminatory impact	
<p>PUBLIC</p> <p>No</p>	<p>STAFF</p> <p>No</p>
4. Is there any other evidence (results of consultations, monitoring data etc) to suggest that the proposals could have an adverse/differential impact on the grounds of	
<ul style="list-style-type: none"> a. Race No (see below) b. Religion No (see below) c. Gender No (see below) d. Disability No (see below) e. Sexual Orientation No (see below) f. Age No (see below) 	

The policy has been the subject of extensive consultation with key stakeholders e.g. Service Managers, Trades Unions, BME Forum, internal equality focus groups. It was also developed as part of a pan Lancashire initiative involving representatives from partners in various organisations (such as local authorities, police, fire, health, voluntary organisations etc) across Lancashire working together. Voluntary organisations included CSS, 55 plus, Community Gateway, Victim Support etc.

5. If there is no evidence are there any experts/ relevant groups who you can approach to explore their views on the issues

Extensive consultation has already taken place (see above).

6. How will the views of these groups be obtained

Through the LNJCC group and staff consultation groups

7. Please detail the outcomes of these consultations

The comments received were incorporated where possible and where not an explanation was provided e.g. greater clarity re responsibility of employees was provided.

8. What are the risks (if any) associated with the policy in relation to the adverse/differential impact on the ETG's

Non Identified

9. Considering the evidence above what priority would you give this policy in relation to the Equality Target Groups. Please provide a rationale for your conclusions

	High	Medium	Low
Disability	X		
Race	X		
Gender	X		

Sexual Orientation	X
Age	X
Religion or Belief	X
It is possible to be the victim of a hate crime/incident based on any demographic factor	
10. If in your judgment the proposed service/policy etc does have an adverse impact? Can that impact be justified?	
N/A	
11. What steps will you take to address any unjustified impact	
Liaise with Lancashire Police to review effectiveness of policy	
12. Are there any additional resource implications for the steps that need to be taken, both in terms of time and finances	
Packs to be purchased via Community Safety budget (£200) also monitoring within PPP	
13. How will you monitor the effect of this function, policy etc on the equality target groups	
This will be monitored via Lancashire Constabulary to avoid double counting of crimes. Incidents that an individual does not wish to report will be monitored by Community Safety Manager	
14. (HR Policies Only) Is the Policy consistent with employment Codes of Practice on Race, Gender and Disability? If not what else needs to be included	
Yes	
15. Does this Policy need to be fully impact assessed? Please give reasons	
No – is a clear framework for all staff to follow – would require impact assessment if future data indicates a potential discrimination to ETGs	

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Name: Bernadette Mullen
Signed

Service: HR
Dated: 31 March 08

Service Manager Signature

Approved by Corporate Equalities Planning and Scrutiny Group

Signed

Date