

# Application: A-3982698791

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Workplace Equality Index

## Summary

**ID:** A-3982698791

**Last submitted:** 7 Sep 2018 08:51 PM (BST)

## Section 1: Employee Policy

**Completed** - 16 Mar 2020

## Workplace Equality Index submission

### Policies and Benefits: Part 1

## Section 1: Policies and Benefits

This section comprises of 7 questions and examines the policies and benefits the organisation has in place to support LGBT staff. The questions scrutinise policy audit process, policy content and communication. This section is worth 7.5% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

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## 1.1 Does the organisation have an audit process to ensure relevant policies (for example, HR policies) are explicitly inclusive of same-sex couples and use gender neutral language?

**GUIDANCE:** The audit process should be systematic in its implementation across all relevant policies. Relevant policies include HR policies, for example leave policies.

Yes

### Please describe the audit process:

State when the process last happened:	Started April/May 2018 and is on-going. A programme of reviewing all policies and procedures is currently underway which includes ensuring they are inclusive and gender neutral.
Describe the audit process:	<p>A Policy Working Group has been established, which consists of HR, Trade Unions and Managers. Once a policy has been drafted/amended by HR, it is taken to the group for consideration and discussion. After being reviewed by the Working Group, all major HR policies are consulted upon formally with the recognised trade unions, and are sent to the three staff forums (LGBT, BaME and Disabled Staff group) for comment. If they need it, there will also be specialist input from a subject matter expert.</p> <p>As part of the drafting by HR, there is consideration given to ensuring that policies are inclusive and that language is gender neutral.</p> <p>Any comments received are considered, with redrafting taking place by HR. The policy is then sent (and returned for redrafting as required) to the HR Leadership Team, Directorate Leadership Teams and finally the Corporate Leadership Team for final approval. If major changes to terms and conditions will result, they also go to Members</p>

through the General Purpose Committee for agreement.

If the changes are due to changes in legislation, then they will be made by HR without going through the usual stages, unless they have a major impact on terms and conditions. In this case, they would still be shared with the Trade Unions and staff forums for their comments/information.

Describe any previous outcomes of the audit process:

Through reviewing the suite of policies around maternity/paternity/adoption/shared parental leave, changes were made in 2017 to ensure that they are using gender neutral language and are inclusive of same-sex couples. These policies have been reviewed again in light of progress around non-binary inclusion, to ensure they are still appropriate.

A review of the current Grievance and Combatting Harassment and Discrimination policies has led to a new joint Grievance Policy being developed. The new policy still has zero tolerance for bullying or harassment based on any protected characteristic, including sexual orientation and gender and now also covers gender identity and gender expression.

We have also reviewed the Employee Code of Conduct and have included under the Equalities Section that the Council is opposed to all forms of discrimination and harassment, intimidation or victimisation of any persons and aims to create and maintain a working environment where individuals are treated with dignity and respect. This includes in the examples of where employees must promote equality and diversity by not discriminating against any person (colleague, the public, clients etc) on the basis of ...sex (which includes gender identity and gender expression), gender reassignment, sexual orientation, marriage or civil partnerships...

Through the Stonewall action plan we also identified that wording in the current Combatting Harassment and Discrimination Policy could be

stronger in terms of a zero tolerance with regards to bullying and harassment based on gender identity and sexual orientation and has strengthened both the policy itself and the FAQs that accompany it.

## 1.2 Does the organisation have a policy (or policies) which includes the following?

**Tick all that apply**

**GUIDANCE:** The policy/policies should clearly state that the organisation will not tolerate discrimination against employees on the grounds of sexual orientation, gender identity and/or trans identity. These may be listed along with other protected characteristics. The policy/policies should also demonstrate, through careful wording, a zero-tolerance approach to homophobic, biphobic and transphobic bullying and harassment. They should explicitly include examples of what homophobia, biphobia and transphobia in the workplace may look like.

### Responses Selected:

- A. Explicit ban on discrimination based on sexual orientation
- B. Explicit ban on discrimination based on gender identity and gender expression
- C. Explicit ban on bullying & harassment based on sexual orientation
- D. Explicit ban on bullying & harassment based gender identity and gender expression

## Name the policy and paste the relevant policy excerpt:

	Policy	Excerpt
		PLEASE SEE B, C and D ANSWERS ALSO  CHAD Policy  1. THE COUNCIL'S POLICY

1.1 The Council wants to create and maintain a working environment where individuals are treated with dignity and respect. The Council has a zero tolerance approach to all forms of unlawful discrimination and harassment of any kind. The Council, its Chief Executive and senior managers are firmly committed to the success of this policy and all steps taken towards its achievements.

1.2 The Council has created a procedure (see below) to give employees a method of challenging unlawful discrimination and harassment.

1.3 Any employee (other than school-based staff, for whom separate arrangements exist) may use this procedure if they feel they have been:

- discriminated against at work in contravention of the Council's equal opportunities policy (less favourable treatment on grounds of sex, race, religion or belief, age, sexual orientation, disability, gender, gender reassignment, gender identity and gender expression, marriage or civil partnership, pregnancy and maternity).
- Subject to harassment at work
- Witness to discrimination or harassment.

1.4 There is no single definition of what constitutes harassment.

A. Explicit ban on discrimination based on sexual orientation

CHAD Policy, FAQs, Equality Statement

This is because it takes many forms, such as:

- offensive or hostile treatment on the basis of sex, race, religion or belief, age, sexual orientation, disability, gender, gender reassignment, gender identity and gender expression, marriage or civil partnership, pregnancy and maternity.

- unwanted conduct of a sexual nature or other conduct based on gender, gender reassignment, gender identity and gender expression that damages the dignity of women and men at work

- bullying, ridicule or demeaning behaviour, whether or not linked to any particular feature of the employee, such as their sex, race, religion or belief, age, sexual orientation, disability, gender, gender reassignment, gender identity and gender expression, marriage or civil partnership, pregnancy and maternity.

1.5 The Council will take all complaints of discrimination and harassment seriously, and where an employee is shown to have perpetrated such behaviour, disciplinary action will be taken.

1.6 Managers are responsible for implementing this policy, with advice from Human Resources staff, bringing it to the attention of their staff and seeking to eliminate any such discrimination

<p>or harassment of which they become aware.</p> <p>1.7 All employees must comply with this policy.</p> <p>FAQs</p> <p>Q1. What should this procedure be used for?</p> <p>A. An individual may use this procedure if they feel they have been discriminated against at work in contravention of the Council’s Equal Opportunities Policy on the grounds of a protected characteristic or if they have witnessed such discrimination or harassment.</p> <p>The Council has a zero tolerance policy towards discrimination on the grounds of a protected characteristic, for example because of someone’s gender identity or sexual orientation, and will take appropriate action under the Council’s procedures should this policy be breached.</p> <p>The procedure also may be used in respect of bullying, ridicule or demeaning behaviour, whether or not linked to any particular feature of the employee, such as their sex, race, religion or belief, age, sexual orientation, disability, gender reassignment (or gender identity or expression), marriage or civil partnership, pregnancy and maternity.</p> <p>AS ABOVE CONTINUED</p>
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Q3. If I feel I am being bullied or harassed by a work colleague or manager because I am lesbian, gay, bisexual or transgender, what should I do?

A. There are a number of ways you can raise this issue, including with your line manager, a member of the LGBT staff forum or HR. You should also read the CHAD policy and decide whether, in the first instance, you wish to attempt to resolve the matter informally or formally. Support is also available through the Council's Occupational Health Service, through which trained counsellors are available to staff.

Q4. What should I do if I witness what I think is harassment or discrimination?

A. The CHAD Procedure explicitly states that it should be used by employees who witness what they feel is discrimination or harassment. There are a number of ways you can raise this issue, and the CHAD Procedure gives you details of actions you can take. For example if you hear homophobic comments, even if the person they appear to be aimed towards is absent, you should bring it to the attention of your line manager, a member of the LGBT staff forum or HR.

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Q5. What is transphobia, biphobia and homophobia?



B. Explicit ban on discrimination based on gender identity and gender expression

CHAD Policy, FAQs, Equality Statement

A. Transphobia is the fear or dislike of someone based on the fact they are trans, including the denial/refusal to accept their gender identity.

Biphobia is the fear or dislike of someone who identifies as bisexual based on prejudice or negative attitudes, beliefs or views about bi people. Biphobic bullying may be targeted at people who are, or who are perceived to be, bi.

Homophobia is the fear or dislike of someone, based on prejudice or negative attitudes, beliefs or views about lesbian, gay or bi people. Homophobic bullying may be targeted at people, who are, or who are perceived to be, lesbian, gay or bi.

Examples of transphobia, biphobia and homophobia include:

- Refusing to address a trans person by their preferred name and correct gender pronoun
- Outing an individual as lesbian, gay, bisexual or transgender without their permission.
- Spreading rumours or gossip about an individual's gender identity, expression and/or gender history.
- Verbally or physically abusing or intimidating someone because they are trans, lesbian, gay or bisexual
- Inadvertently or deliberately ignoring or excluding same-sex partners from social events

		<ul style="list-style-type: none"> <li>• Inappropriate personal questioning relating to sexual orientation, gender identity, gender expression or domestic circumstances</li> <li>• Homophobic, biphobic or transphobic comments, 'jokes' or name calling.</li> <li>• Engaging in 'banter' or 'making jokes' which are degrading to a person's actual or perceived sexual orientation.</li> </ul>
		<p>As above</p> <p>VALUING DIVERSITY: OUR POLICY STATEMENT ON DIVERSITY AND EQUALITY</p> <p>Our commitment</p> <p>Valuing diversity is one of the four core values of Tower Hamlets Council. We will promote diversity and equality in everything we do to improve the quality of life for everyone living, working and visiting Tower Hamlets. The borough's diversity is one of its greatest strengths and assets. We will build upon this by working with the Tower Hamlets Partnership to provide accessible and responsive services that enable everyone to take part in the social, cultural and economic wealth of the borough. Achieving this is central to delivering the Council's vision, is linked to our Strategic Plan priorities and objectives and</p>

C. Explicit ban on bullying & harassment based on sexual orientation

CHAD Policy, FAQs, Equality Statement

forms a driving force within the Community Plan and key to creating a cohesive community.

Our aims and values

As a service provider we will:

- Promote equality of opportunity and eliminate discrimination in the planning and delivery of our services in terms of age, disability, ethnicity, gender, sexual orientation, gender-reassignment, marriage and civil partnership, religion or belief, pregnancy and maternity, health and income status
- Promote good relations between communities and address negative stereotyping of any groups
- Ensure that all residents have equal opportunity to participate in the democratic process
- Tackle harassment relating to a person's age, disability, ethnicity, gender, sexual orientation, religion or belief, health and income status

As an employer we will:

- Develop, review and promote policies and practices that ensure equality of opportunity and eliminate discrimination for our workforce in all areas of employment (including recruitment, retention, learning and development, promotion, grievance, disciplinary and retirement)
- Ensure that our workforce reflects the diverse nature of the borough

		<p>We will comply with all legislation governing equalities, including:</p> <ul style="list-style-type: none"> <li>• the Equality Act 2010 including the Public Sector Equalities Duty</li> <li>• the Human Rights Act 1998</li> </ul> <p>We will recognise our community leadership role and use this to work towards a cohesive community reflecting local circumstances.</p>
D. Explicit ban on bullying & harassment based gender identity and gender expression	CHAD Policy, FAQs, Equality Statement	As above

# 1.3 Where the organisation has the following policies, do they explicitly state they are applicable to same-sex couples and use gender neutral language?

Tick all that apply

**GUIDANCE:** Where applicable, the policies should explicitly state that they apply to same-sex couples (or same-gender or non-heterosexual couples). Alternatively, they should explicitly state that they apply regardless of the gender of an employee's partner. The policies should avoid unnecessarily gendered language and pronouns, for example, by using the term 'partner' instead of 'husband' or 'wife' (as long as you have previously stated what constitutes a partner). It should be clear that parental leave policies apply to all employees, regardless of gender.

## Responses Selected:

A. Adoption policy
B. Special or Compassionate Leave Policy
C. Maternity policy
D. Paternity policy
E. Shared Parental leave policy

## Provide a brief description of the policy/policies you have uploaded:

All the above. Note that Paternity policy is part of the Maternity Policy

## A. Upload the adoption policy

please be aware only **one** file is allowed per answer

[Adoption\\_Scheme](#)

**Filename:** Adoption\_Scheme **Size:** 283.6 kB

## B. Upload the special or compassionate leave policy

please be aware only **one** file is allowed per answer

[Annual\\_and\\_Special\\_Leave\\_Procedure Amended February 2018](#)

**Filename:** Annual\_and\_Special\_Leave\_Procedure Amended February 2018 **Size:** 760.7 kB

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## C. Upload the maternity policy

please be aware only **one** file is allowed per answer

[Guide\\_to\\_Maternity\\_benefits May 2015](#)

**Filename:** Guide\_to\_Maternity\_benefits May 2015 **Size:** 306.7 kB

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## D. Upload the paternity policy

please be aware only **one** file is allowed per answer

[Guide\\_to\\_Maternity\\_benefits May 2015](#)

**Filename:** Guide\_to\_Maternity\_benefits May 2015 **Size:** 306.7 kB

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## E. Upload the shared parental leave policy

please be aware only **one** file is allowed per answer

[Shared\\_Parental\\_Leave\\_Policy v2](#)

**Filename:** Shared\_Parental\_Leave\_Policy v2 **Size:** 1.3 MB

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## Policies and Benefits: Part 2

**Next Steps**

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## 1.4 Does the organisation have a policy (or policies) which support employees who are transitioning?

Yes

### Does the policy (or policies) in place to support employees who are transitioning cover the following?

**Tick all that apply**

**GUIDANCE:** Evidence submitted should demonstrate how information around organisational support for people transitioning is tailored to different employee groups. For guidance on creating a transitioning at work policy, see Stonewall's resource [here](#).

#### Responses Selected:

- A. Work related guidance for an employee who is transitioning
- B. Work related guidance on the process for an employee to change their name and gender marker on workplace systems
- C. Work related guidance for HR staff on how to support an employee who is transitioning
- D. Work related guidance for managers on how to support an employee who is transitioning
- E. Work related guidance for employees on how to support a colleague who is transitioning

## Provide a brief description of the policy/policies you have uploaded:

There are two main documents - Supporting Trans and Non-binary Employees in the Workplace and Transitioning in the Workplace, that cover the areas above. Both also refer to associated documents, which are: Definitions and Terminology A-Z; Frequently Asked Questions; Guidance for HR - Dos and Don'ts; Guidance for Managers; Memorandum of Understanding; and Relevant Legislation. The documents set out how the Council supports trans employees, both in the workplace in general and specifically in relation to transitioning in the workplace. A number of the documents will cover multiple areas from the list above and should be read together. These also apply to 1.5 below.

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### A. Upload guidance for members of staff

please be aware only **one** file is allowed per answer

[Transitioning in the Workplace](#)

**Filename:** Transitioning in the Workplace **Size:** 19.0 kB

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### B. Upload guidance for making changes on systems

please be aware only **one** file is allowed per answer

[Memorandum of Understanding](#)

**Filename:** Memorandum of Understanding **Size:** 26.0 kB

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### C. Upload guidance for HR staff

please be aware only **one** file is allowed per answer

[Guidance for HR - Dos and Don'ts](#)

**Filename:** Guidance for HR - Dos and Don'ts **Size:** 16.4 kB

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## D. Upload guidance for managers

please be aware only **one** file is allowed per answer

[Guidance for Managers](#)

**Filename:** Guidance for Managers **Size:** 18.0 kB

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## E. Upload guidance for colleagues

please be aware only **one** file is allowed per answer

[Frequently Asked Questions](#)

**Filename:** Frequently Asked Questions **Size:** 15.4 kB

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**1.5 Does the organisation have a policy (or policies) in place to support all trans employees, including people with non-binary identities?**

Yes

**Does the policy (or policies) in place to support all trans employees, including people with non-binary identities cover the following?**

**Tick all that apply**

**GUIDANCE:** Policies submitted should include clear information around how the organisation supports all trans employees, including non-binary people. Guidance on dress code should be offered regardless of whether an organisation has a uniform or dress code policy.

**Responses Selected:**

- A. A clear commitment to supporting all trans people, including those with non-binary identities
- B. Information on language, terminology and different trans identities
- C. Guidance on facilities and dress code for non-binary people

**Provide a brief description of the policy/policies you have uploaded:**

As 1.4 above

**Upload the policy and highlight content relevant to option A**

please be aware only **one** file is allowed per answer

[Supporting Trans and Non-binary Employees in the Workplace](#)

**Filename:** Supporting Trans and Non-binary Employees in the Workplace **Size:** 23.7 kB

## Upload the policy and highlight content relevant to option B

please be aware only **one** file is allowed per answer

[Definitions and Terminology A Z](#)

**Filename:** Definitions and Terminology A Z **Size:** 22.7 kB

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## Upload the policy and highlight content relevant to option C

please be aware only **one** file is allowed per answer

[Relevant Legislation](#)

**Filename:** Relevant Legislation **Size:** 20.4 kB

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### 1.6 In the past two years, has the organisation communicated that its policies are LGBT inclusive to all employees?

**GUIDANCE:** The communication uploaded should demonstrate the organisation has informed employees that policies are LGBT inclusive. This may be on a post on an intranet system, but any file or screenshot must demonstrate the reach of the communication.

Yes

## Provide a brief description of the communication you have uploaded:

Relevant page of Council Intranet site. Uploaded 14/08/17. New staff are signposted to this on starting. The intranet is available for all staff to access and reminders are sent through out the year on different aspects, e.g. through the Council's fortnightly newsletter, THNow, the Managers Briefing, news stories on the front of the intranet or posters displayed on the plasma tv screens that are on all floors of the Town Hall building.

## Upload a communication from the past two years highlighting the relevant content:

please be aware only **one** file is allowed per answer

[1.6 Intranet Page](#)

**Filename:** 1.6 Intranet Page **Size:** 66.7 kB

## Provide the date that the communication was shared.

(No response)

## The following question is for information gathering purposes only and is not scored.

**1.7 Does the organisation provide its employees with private healthcare insurance which is explicitly inclusive of LGBT-specific health needs?**

No

## Section 2: The Employee Lifecycle

Completed - 16 Mar 2020

# Workplace Equality Index Application

## The Employee Lifecycle: Part 1

### Section 2: The Employee Lifecycle

This section comprises of 9 questions and examines the employee lifecycle within the organisation; from attraction and recruitment through to development. The questions scrutinise how you engage and support employees throughout their journey in your workplace. This section is worth 13.5% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

#### 2.1 When advertising for external appointments, how does the organisation attract LGBT talent?

**Tick all that apply**

**GUIDANCE:** This question examines the ways in which you attract external LGBT candidates to apply for roles within your organisation.

##### Responses Selected:

- A. Advertise or recruit from LGBT/diversity websites/diversity recruitment fairs and events
- B. Include a statement around valuing diversity, explicitly inclusive of LGBT people in job packs and pages
- C. Supply potential applicants with information about your LGBT employee network group or LGBT inclusion activities

## Describe the evidence uploaded:

When recruiting for apprentices, we ensure that we advertise across the borough and try to target all communities, which includes Step Forward, an LGBT charity within the borough.

Attached diversity statement is included as part of the electronic and hard-copy recruitment processes. Additionally, when jobseekers search the LBTH website for vacancies, the landing page includes an equalities link leading to the diversity statement.

The Council's Employee Handbook also provides details about the staff forums.

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## Upload evidence for option A

please be aware only **one** file is allowed per answer

**Filename:** **Size:** 0 Bytes

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## Upload evidence for option B

please be aware only **one** file is allowed per answer

[DiversityStatement](#)

**Filename:** DiversityStatement **Size:** 32.8 kB

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## Upload evidence for option C

please be aware only **one** file is allowed per answer

[2.1 Employee Handbook V3 March 2017](#)

**Filename:** 2.1 Employee\_Handbook\_V3\_March\_2017 **Size:** 509.4 kB

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## 2.2 What percentage of employees with recruitment responsibilities have been trained on reducing bias and discrimination towards LGBT people in the recruitment cycle?

### Select the completion rate for the training

**GUIDANCE:** The training should reach as many employees who recruit as possible. Training content should explicitly mention examples of discrimination and bias towards LGBT people. Content should also include the steps recruiters can take in eliminating this discrimination and bias. Examples of content you could upload are case studies, e-learning screenshots or PowerPoint presentations.

A. 76 - 100 per cent

Describe the department or team who deal with recruitment and how you estimate training completion rates:	A dedicated People Resourcing Team deal with recruitment. All recruitment panel chairs are required to undergo recruitment training to receive a 'Licence to Recruit'. Therefore ALL recruitment is under the control of fully trained managers. This is monitored through the shortlisting/interview notes which are returned to the PRT following the recruitment exercise. Panels usually consist of 2 people plus HR input, suggesting that over 50% of recruiting managers are trained. Additionally, on-line recruitment is available (extract attached) and all recruiting managers, whether on not acting as chair of recruitment panels, are encouraged to undergo this training before taking part in the recruitment exercise.
Describe the format of the training and the content you have uploaded:	<p>Licence to Recruit training is a 1-day classroom-based course covering all aspects of fair recruitment. The general on-line recruitment training is available to all employees and covers all aspects of the recruitment process.</p> <p>The files attached below identify the compulsory nature of recruitment chairs to undergo training to receive their Licence to Recruit, and a relevant extract from the on-line training regarding diversity.</p>

## Upload training content

please be aware only **one** file is allowed per answer

[Licence to Recruit Intranet](#)

**Filename:** Licence to Recruit Intranet **Size:** 162.5 kB

## Upload training content

please be aware only **one** file is allowed per answer

[Licence to Recruit Training Powerpoints](#)

**Filename:** Licence to Recruit Training Powerpoints **Size:** 1.8 MB



## 2.3 What information does the organisation supply to all new employees (external appointments) when being inducted in to the organisation?

**Tick all that apply**

**GUIDANCE:** The senior leader message should explicitly call out LGBT inclusion. The content of all options given can be either in person, online, through a video or post, or on paper.

### Responses Selected:

- A. Explicit message from senior leader on their commitment to LGBT inclusion
- B. Information on the LGBT employee network/allies programme or initiative
- C. Information on LGBT inclusive policies
- D. None of the above

### Briefly describe the induction process and at what point the new starter receives the above information:

All new employees are required to attend a 1-day Induction Programme within 3 months of beginning work. The induction process is led by the Chief Executive and the Executive Mayor. Equalities matters are explicitly addressed by the Chief Executive and the Senior Managers (see slide 15, 19 and 33 for examples). All new staff receive the code of conduct, diversity statement and access to the Employee Handbook and HR policies on the intranet as part of their induction process, along with access to the staff forum page on the intranet.

### Upload evidence for option A

please be aware only **one** file is allowed per answer

[2.3 Corporate induction 17.05.18 - Final](#)

**Filename:** 2.3 Corporate induction 17.05.18 - Final **Size:** 9.2 MB

## Upload evidence for option B

please be aware only **one** file is allowed per answer

[DiversityStatement](#)

**Filename:** DiversityStatement **Size:** 32.8 kB

## Upload evidence for option C

please be aware only **one** file is allowed per answer

[Intranet Page](#)

**Filename:** Intranet Page **Size:** 66.7 kB

### The Employee Lifecycle: Part 2

## 2.4 Does the organisation enable non-binary employees to have their identities recognised on workplace systems?

**GUIDANCE:** Examples include being able to use the title Mx, the option to choose a gender marker other than male or female and the ability to have a passcard with two forms of gender expression present.

Yes

## Describe how non-binary identities are recognised on workplace systems:

The main system which holds the equalities information for staff is the Council's HR System, Resourcelink. Linked to that, HR Self-Service allows employees to enter their record and amend their equalities data at any time, and annual reminder are sent to staff with regards to this. In terms of the equalities information held in Resourcelink, the options available include 'male', 'female' and 'other' and employees who are non-binary also have the option to self-select the title Mx.

Work is being undertaken at present to review and amend the categories on all the Council's systems

which hold equalities information to give better options in relation to gender to include non-binary employees and potentially also intersex. This will include payroll, pensions and recruitment systems.

The categories for monitoring are currently being changed and the proposal is to collect the following information:

### 1. Self Identify Gender

- The title should be Self Identify Gender and the drop down list options are as follows.
- When an employee clicks on the prefer not to say option, there must be a free text field available for them to type in their own term.

Self Identify Gender Drop Down List Free Text Field

Male Yes No

Female Yes No

Intersex Yes No

Non binary Yes No

Prefer not to say Yes No

Own Term Yes Yes

### 2. Identify as Trans

- The title should be Identify as Trans and the drop down list options are as follows.

Identify as Trans

Yes

No

Prefer not to say

### 3. HR Self Service

It must be ensured that where an employee has made changes to their personal details on HR Self Service that there is no automated notification to the line manager of this change.

The Council's email system also allows staff, should they choose, to have Mx in their address, as at least one member of staff has chosen to do. Should staff wish to change their identity cards, this can be done

through Facilities Management, with the option to have two should they wish.

In addition to the information held on the HR system, the Council conducts bi-annual staff surveys. The latest survey, conducted in 2016, had equalities categories based on Stonewall guidance. As well as retaining the 'prefer not to say' category, the Council added a 'prefer to self-describe' category. When the analysis was undertaken, statistical results were broken down into all of the categories.

## 2.5 Does the organisation provide all-employee equality and diversity training which includes the following topics, explicitly covering LGBT people?

### Tick the completion rate for the training

**GUIDANCE:** The training should reach as many employees as possible across your organisation. Training content should explicitly mention LGBT people and cover lesbian, gay, bi and trans in the context of each option selected. Examples of content you could upload are case studies, e-learning screenshots or PowerPoint presentations.

A. Organisational policy and legislation	76-100%
B. Language, stereotypes and assumptions	76-100%
C. Challenging inappropriate behaviour	76-100%
D. Routes to reporting bullying and harassment	76-100%

Describe how you estimate completion rates:	<p>The council provides numerous routes for staff to receive training on LGBT issues. A compulsory LGBT awareness e-learning module was rolled out to all staff. Where staff do not have access to computers, managers were given the responsibility for rolling out the training via staff meetings.</p> <p>All managers have been required to attend a series of Managers' Essentials training which included equalities and specifically an LGBT Awareness</p>
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	<p>module. Monitoring attendance of training (including e-training) is routinely carried out by HR and the monitoring by protected characteristic is included in the Annual Equalities report.</p> <p>The Council is also developing its Core Learning and Development offer for all staff, which includes equalities and diversity training/learning, which will be delivered in a number of ways to suit the learner and will cover the whole range of LGB and T issues, including those from A to D above.</p> <p>At present, 2 new e-learning modules have been introduced, which are more interactive, on general equality and diversity and equality and diversity in social care and health respectively. A further workshop on general equality and diversity has also been introduced.</p>
Describe the format of the training and the content you have uploaded:	<p>The Council provides a range of training on equalities, both classroom based through a workshop and through e-learning.</p> <p>The e-learning can be accessed by all staff with an account at any time and from any location, as long as they are on the Council's virtual desktop. Face-to-face classroom training also takes place.</p> <p>The offer is being reviewed/developed and the core offer will deliver learning through a number of formats, so suit the learner. These will include e-learning, classroom learning, distance learning, the use of videos and more interactive mediums, which has started to be developed through new e-learning modules.</p>

## Upload evidence for option A

please be aware only **one** file is allowed per answer

[E-learning - LGBT Awareness](#)

**Filename:** E-learning - LGBT Awareness **Size:** 155.7 kB

## Upload evidence for option B

please be aware only **one** file is allowed per answer

[E-learning - LGBT Awareness](#)

**Filename:** E-learning - LGBT Awareness **Size:** 155.7 kB

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## Upload evidence for option C

please be aware only **one** file is allowed per answer

[LGBT Awareness All staff FINAL](#)

**Filename:** LGBT Awareness All staff FINAL **Size:** 3.7 MB

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## Upload evidence for option D

please be aware only **one** file is allowed per answer

[LGBT Managers' training ELOP](#)

**Filename:** LGBT Managers' training ELOP **Size:** 772.1 kB

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## 2.6 In the past year, which of the following messages have appeared in internal communications to all employees?

**Tick all that apply**

**GUIDANCE:** Communications uploaded should have been sent, or made available to all employees (or as many as geographically possible through the specific communication method). Evidence could include emails and screenshots of intranet posts. IDAHoBiT refers to the International Day Against Homophobia, Biphobia and Transphobia. In your uploaded evidence, make clear who/how many employees the communication reached. Evidence provided for option A. must clearly include all identities within LGBT.

### Responses Selected:

- |  |
|--|
| A. Information about LGBT History Month, Pride, Spirit Day and/or IDAHoBiT                             |
| B. Information about Bi-visibility Day and/or other bi specific events (e.g. bi pride events or Bicon) |
| C. Information about Transgender Day of Visibility, Transgender Day of Remembrance and/or Trans Pride  |
| D. Information about the LGBT Employee Network Group and allies activity                               |

### Upload evidence for option A

please be aware only **one** file is allowed per answer

[Pride Matters - Saturday 7 July 2018](#)

**Filename:** Pride Matters - Saturday 7 July 2018 **Size:** 59.2 kB

### Upload evidence for option B

please be aware only **one** file is allowed per answer

[LGBT events](#)

**Filename:** LGBT events **Size:** 304.8 kB

## Upload evidence for option C

please be aware only **one** file is allowed per answer

[LGBT events](#)

**Filename:** LGBT events **Size:** 304.8 kB

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## Upload evidence for option D

please be aware only **one** file is allowed per answer

[LGBT events](#)

**Filename:** LGBT events **Size:** 304.8 kB

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## Provide date for option A

(No response)

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## Provide date for option B

(No response)

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## Provide date for option C

(No response)

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## Provide date for option D

(No response)

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## The Employee Lifecycle: Part 3



2.7 In the past year, which of the following career development opportunities has the organisation specifically communicated to LGBT employees?

Tick all that apply

**GUIDANCE:** Communications here can either be specific communications to LGBT people through the employee network group OR an all-employee communication making it clear you welcome LGBT employees on the programmes/opportunities.

Responses Selected:

A. General leadership and development programmes
B. LGBT specific leadership/professional development programmes
C. LGBT specific seminars and conferences

A. Describe the programmes and how these programmes are promoted to LGBT employees:	The council is working on an enabled manager programme, which will develop managers as leaders through a suite of training and engagement events. We are determining what a TOWER (linked to the revised core values - Together; Open; Willing; Excellent and Respect) Manager looks like and how they behave/act. As part of this, there is training available through the CMI, which has been advertised to staff on the intranet, through Managers and to LGBT staff through the staff forum - it was developed with input from the forum chairs. Advertisements have been sent via forum bulletins; the intranet and at networking opportunities.
B. Describe the programmes and how these programmes are promoted to LGBT employees:	The Council offers staff the opportunity to apply for the Stonewall Leadership Programme, which is promoted through the intranet and will also be promoted via Yammer in future.
C. Describe the programmes and how these programmes are promoted to LGBT employees:	The Council actively encourages/supports LGBT staff to attend more informal career development activities. This includes authorising staff to attend a best practice sharing roundtable on LGBT equality. Additionally, the Council promotes LGBT conferences, events and seminars to managers via the Senior Managers bulletin. This includes the Stonewall Workplace Conference (April) and Stonewall's Education Seminars, which staff have been supported to attend.

## A. Provide a date on which these opportunities were communicated

(No response)

## B. Provide a date on which these opportunities were communicated

(No response)

## C. Provide a date on which these opportunities were communicated

(No response)

## 2.8 Does the organisation proactively recognise contributions to the LGBT employee network group during employee performance appraisals?

**GUIDANCE:** The onus should be on the employer/manager to make explicit that network group activity links in with organisational values and count towards diversity goals. Please note, the recognition doesn't have to be financial, but should be systematic and applied to all performance appraisals, not just those of the network leads.

Yes

## Describe how contributions are recognised:

Contributions are recognised formally through an employee's biannual Performance Development Review (which includes an annual and a 6 month review) in addition to being recognised through regular one to one meetings staff have with their line manager. Performance Development Reviews/6 month reviews should consider the council's Core Values, (TOWER - Together, Open, Willing, Excellence and Respect). Respect means we RESPECT all communities, they are the heart of everything we do, and staff should evidence how they demonstrate this value. Staff who are in the staff network can also demonstrate their leadership via their role on the staff network.

Managers are encouraged to use Performance Development Reviews as an opportunity to promote the staff forums. Involvement in forum meetings and the career benefits of participating in forum activities are discussed and how these can work towards career progression goals. These will include how forum activities can contribute towards demonstrating commitment to valuing diversity; develop new skills and have a positive effect on the council's delivery of services to residents. There is no financial reward scheme provided.

2.9 Does the organisation identify and act on any LGBT issues raised at exit interviews or on exit surveys?

**GUIDANCE:** Examples include giving employees an opportunity to raise any issues relating to discrimination they may have experienced in the organisation.

Yes

<p>Describe the exit interview/survey process and how LGBT issues would be identified or raised:</p>	<p>When an individual is leaving the organisation, they are sent an exit questionnaire to complete through the HR Self-Service system. In addition, they are also given the option to have an exit interview. This can be with their manager or if they would prefer, a representative from HR. As part of the questionnaire, the individual is asked about their protected characteristics and whether any issues they wish to raise are linked to these.</p> <p>If an interview takes place, the individual will also be asked whether any issues they are raising are linked to a protected characteristic and would then be explored further.</p>
<p>Describe how any issues raised would be acted upon by the organisation:</p>	<p>Once the exit interview form is completed, it is reviewed by HR and if there are any issues, these will be picked up with the relevant manager. The same is true of any exit interview. If issues are raised, they would be taken forward by the relevant manager or HR representative through the appropriate channel, i.e. a complaint, a Grievance etc.</p> <p>If the issue were sufficiently serious, then it would be referred to a senior HR representative to take forward, either through an investigation or in conjunction with the relevant manager. The action taken would depend on the issues raised and the circumstances, and there would be discussion with the individual to ensure that whatever action was taken was appropriate.</p> <p>It is also possible that a disclosure made through this process would constitute a whistleblow and if that were the case, it would be referred to the Monitoring Officer through the Council's Blow the Whistle policy to determine how to respond/investigate it further.</p>

## Section 3: LGBT Staff Network Group

Completed - 16 Mar 2020

## Workplace Equality Index Application

## Section 3: LGBT Employee Network Group

This section comprises of 7 questions and examines the activity of your LGBT employee network group. The questions scrutinise its function within the organisation. This section is worth 11% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

### 3.1 Does the organisation have an LGBT employee network group for LGBT employees?

A. Yes, with a defined role and terms of reference

### Upload the LGBT employee network group's terms of reference:

please be aware only **one** file is allowed per answer

[LGBT Staff Forum Terms of Reference](#)

**Filename:** LGBT Staff Forum Terms of Reference **Size:** 19.3 kB

## 3.2 Does the LGBT employee network group have clearly defined yearly objectives?

**GUIDANCE:** Examples could include holding a certain number of events or campaigns, engaging with different groups of staff across the organisation and collaborating with other organisation's network groups.

Yes

### List examples of some of your most recent objectives and progress towards achieving them:

The LGBT+ and friends staff group has several objectives:

Support the set up and celebration of a pride celebration event in partnership with Tower Hamlets LGBT Community Forum for residents.

Inform staff of LGBT+ related events and support their marketing and promotion throughout the year. Some examples include Bi Visibility day (21.09.18), Peace Walk ( no Hate crime week) – 17.10.18) WAD Concert ( World Aids Day – 29th Nov)

To circulate LGBT related news to the wider staff body and contribute to the weekly all staff mail - routinely done throughout the year.

To act as a critical friend to the council when adopting new policies - the forum has contributed to the development of the council's business plan, equality strategy and asset management project.

Collaborate with the council's Community forum - the staff forum has a member of staff who sits on the community forum's steering group.

Engage with the council's commissioning partners and ensure that LGBT staff and allies have networking opportunities - the forum hosted this years 'Pride in Tower Hamlets' event in collaboration with colleagues in Tower Hamlets CCG (NHS)

To regularly consult its members to identify support and other needs

To act as a critical friend to the equalities team

To set up a pan London for forum with other LGBT+ staff forums within local authorities in London to ensure a cohesive approach to supporting our members and emulate best practice

To raise visibility of the forum amongst all staff (Yammer , Th Now (staff newsletter) , plasma screen)

To strengthen the forum by delocalising power and have better representation of L, G, B, T and plus people

### 3.3 Which of the following support activities does the LGBT employee network group facilitate?

**Tick all that apply**

**GUIDANCE:** The individual support the network offers should be available and advertised to all staff. Consultation on internal policies and practices should be considered as policies which impact upon employee welfare, for example, reviewing an updated adoption policy. Consultation on the organisations broader work refers to organisational outcomes, for example being consulted on a LGBT media marketing campaign.

#### Responses Selected:

A. Provide confidential support to all employees on LGBT issues

B. Provide support to enable employees to report homophobic, biphobic and transphobic bullying and harassment

C. Have been consulted on improving internal policies and practices

D. Have been consulted on business development, organisational priorities and/or the organisation broader work



## Describe the options selected:

A. Describe the confidential support the group offers and how this is communicated to all staff:	The staff forum has a confidential email account that is managed by the forum chair. It is advertised to all staff through the council's intranet as a way for all staff (regardless of sexuality) to access support on LGBT issues. IN addition to the itranet it is also advertised through TH Now, the coucil's wekely staff newsletter.
B. Describe how the group offers support to enable employees to report homophobic, biphobic and transphobic bullying and harassment and how this is communicated to all staff:	The staff forum is advertised as a support channel for employees to report homophobic, biphobic and transphobic bullying and harassment to all staff through HR supports page on the staff intranet; the forum's pages on the intranet and the employee's handbook.
C. Describe the consultation process and outcome:	The staff forum has advised and engaged with the development of the council's new civic centre in Whitechapel. Based off the itnail feedback provided, the forum has been asked to help with the design of the building including the provision of restrooms and the best approach to developing gender neutral toilets.
D. Describe the consultation process and outcome:	HR have held sessions on the development of the council's new core values 'TOWER': Together, Open, Willing, Excellent and Respect. Forum members were invited to specific workshops focused on what makes a good manager; their views on how colleagues should interact with each other and their view on the council's performance in relation to the new core values. The feedback has been incorporated into a report that will be taken to the Corporate Leadership Team (CLT) on how we can embed the core values throughout the organisation.

## ENG: Part 3

### 3.4 In the past year, which of the following activities has the LGBT employee network group undertaken?

Tick all that apply

**GUIDANCE:** ‘Awareness raising events’ here refers to activities which serve to educate or inform the wider organisation about different sexual orientation, gender identity and/or trans issues, for example panel discussions, lunch and learns or stalls during diversity events. ‘Mentoring or coaching programme’ here refers to either a specific programme run by the network, or alternatively an organisation wide programme which proactively incorporates LGBT mentoring with the aid of (and driven by) the network group. ‘Reverse mentoring’ here refers to a formal process whereby senior employees are reversed mentored by more junior LGBT employees.

Responses Selected:

A. Social networking event for members
B. Lesbian, gay and bi equality awareness raising event
C. Trans equality awareness raising event
D. Collaborated with other LGBT network groups
E. Collaborated with other internal network groups
F. Mentoring or coaching programme

Describe the activities selected and when they occurred. Please provide specific dates or time periods within the last year.

A. Social networking event for members	<p>Yammer was recently introduced in the organisation. This is an online social media tool for staff that encourages multiple way engagement, to further support communications between staff including wider group discussions on subjects and themes.</p> <p>An LGBT+ and friends staff group has been set up</p>
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	<p>on Yammer and is administrated by the co-chairs of the LGBT+ and friends staff group. The Yammer group provides an online presence for the staff group and it keeps staff up to date with the latest updates and news from the group, facilitates daily communication and networking between staff, and provides staff with a safe place to discuss the key issues they encounter. As there are a large number of non-office based staff in the organisation Yammer allows them to view notes and minutes from meetings and still engage even if they are not able to attend every event or meeting.</p>
B. Lesbian, gay and bi equality awareness raising event	<p>The LGBT+ Friends and Staff group continues to engage with ELOP (the council's commissioned community forum ) to support them to deliver events to raise awareness. To commemorate IDAHOBIT a 'Hatred Hurts' conference was held and focused on hate crime against disabled people and hate crime against lesbians, gay, bisexual and trans people. The Mayor, representatives from the Tower Hamlets Community Safety team and community and staff forum reps engaged with residents and were involved in table discussions, panel debates, Q&amp;A and stalls to raise awareness.</p>
C. Trans equality awareness raising event	<p>The LGBT+ friends and Staff group continues to engage with ELOP (the council's commissioned community forum ) to support them to deliver events to raise awareness. A number of events were delivered for IDAHOBIT with a real focus on gender inclusion and gender identity. A panel discussion was organised with Leio Newton-Fox, a Trans film-maker who was involved in making a short film about TAGS – the trans and gender non-conforming swimming group that's been making waves in London and the UK, and Kuchenga Shenje, a Black Lives Matter UK activist, black trans feminist and writer. Her articles and feminist critique have been published across the intersectional web.</p>
D. Collaborated with other LGBT network groups	<p>Staff from Agilysis and Tower Hamlets Clinical Commissioning Group have been invited to join the forum and are encouraged to do so.</p>

	<p>Following the appointment of new Co-Chairs of the staff group, Tower Hamlets has led on the development of a pan-London LGBT forum. This group meets quarterly to share best practice, plan joint events and collectively solve problems that local forums may be experiencing. This currently includes the London Borough of Islington, London Borough of Hackney, London Borough of Barking and Dagenham, London Borough of Enfield, London Borough of Hillingdon, London Borough of Camden and the London Borough of Havering. The co-chairs aim is to increase the number of council's involved so that there is representation from all London boroughs.</p>
E. Collaborated with other internal network groups	<p>The LGBT staff group has continued to collaborate with the Black Asian Minority Ethnic staff forum and the Disabled Staff forum to provide consultation on staff requirements when the council moves to the new civic centre.</p>
F. Mentoring or coaching programme	<p>LGBT staff can request LGBT mentors through the MyMentor initiative, which pairs mentors and mentees. Although not specifically for LGBT staff, this programme was developed with input from the staff forums and should a request be made for an LGBT mentor or mentee, this would try to be accommodated.</p>

### 3.5 In the past two years, has the LGBT employee network group held campaigns, initiatives, seminars or events engaging with the following diversity strands?

Tick all that apply

**GUIDANCE:** 'Initiatives' and 'campaigns' here refer to specific programmes or projects – online or offline – undertaken to achieve LGBT specific aims in the near-term. For example, creating a series of blog posts during LGBT History Month to highlight homophobia, biphobia and transphobia in sport.

Examples include raising awareness of the specific mental health challenges faced by LGBT people during mental health awareness week and profiling prominent trans women on International Women's Day.

This question is looking at how your network group engages with the intersections between LGBT identities and other diversity strands, work on LGBT identities that does not clearly engage one of these other diversity strands will not be accepted for this question.

Please provide specific dates or time periods within the last two years.

Responses Selected:

A. Age
B. BAME
C. Disability (excluding disability related to mental health)
D. Women
E. Low income communities (for example, working class communities, people with experience of poverty or homelessness)
F. Mental health (including disability related to mental health)
G. Religion

### Describe the campaigns, initiatives, seminars or events

## and when they occurred:

A. Age	<p>The forum's intranet pages include a section on multiple identities and the intersectionality between age and gender/sexual identity.</p> <p>This has been advertised to staff as a hub of information (through the weekly newsletter and the intranet front page with communications going out during IDAHOBIT, LGBT history month and pride). The page includes insight into the issues that younger LGBT people face; including coming out and increased risk of being homeless.</p> <p>The intranet pages includes insight and intelligence into being older LGBT people and focuses on the increased rates of loneliness and isolation; as well as older people who still have not come out due to historical discriminaton.</p> <p>As well as the insight and intelligence about the issues the fourm's intranet pages include role models who display the intersectionality. In particular we include a profile of Jovanie Morrison, who recently had an article in the Telegraph exploring LGBT youth and homelessness and their experience.</p>
B. BAME	<p>The forum's intranet pages include a section on multiple identities and the intersectionality between race and gender/sexual identity. The page includes insight into the issues that BAME LGBT people face. It includes insight about dealing with cultural expectations and gender/sexual identity. Coming out experiences and the tension between race, religion and being LGBT.</p> <p>Additionally, the forum page includes profiles of LGBT BAME role models. In particular Alice Walker an author famed for her book "The Color Purple" and her activism is profiled. Alice is an activist who focuses on her identity as a bisexual black woman and the challenges that exist in society.</p>
C. Disability	<p>The forum's intranet pages include a section on</p>

	<p>multiple identities and the intersectionality between disability and gender/sexual identity. The page includes insight into the issues that Disabled LGBT people face and the perception of invisibility not only amongst the general population but also within the LGBT community. It also provides insight into LGBT social care users and their issues that they face when accessing services. Mainly a fear of coming out to social care services due to a perceived risk of discrimination.</p> <p>Additionally, the forum page includes profiles of two of some of the most famous artists in history who were not only LGBT, but also suffered from epilepsy. We profile Michaelangelo Buonarotti and Leonarad Da Vinci. Both of whom are famous for their historic pieces of art work and are largely known to have been LGBT. However, the fact that both of them had a disability is not common knowledge.</p>
D. Gender	<p>The forums intranet pages includes a section on the relationship between gender identity and sexual identity. On the page we explore what it means to be non-binary; the issues faced by LGB men, LGB women, Trans and Trans LGB people. The page explores gender neutrality and the growing number of non-binary children in schools.</p> <p>We also provide a profile of Alex Drummond, a transgender woman who is a psychotherapist in Wales. Alex's role in tackling gender norms in particular is highlighted as well as her role in Stonewall's Trans Advisory group.</p>
E. Low income communities	<p>On the intranet page there is reference to the effect of austerity on LGBT people and the impact of cuts in particular. The page profiles the issues faced by LGBT people living with HIV and the reduction in public health government support; LGBT youth and homelessness (including changes in housing benefits) and the impact of a reduction in social care funding on older LGBT people.</p> <p>Rather than provide examples of people affected</p>

	we relate austerity and the reduction in LGBT specific support to our local community and the impact on those who have low income.
F. Mental Health	The council's intranet section on disability also includes a Mental Health specifically and highlights the increased prevalence of poor mental health amongst all of the LGBT communities. We specifically look at the story of Jonny Benjamin and his journey since attempting suicide.
G. Religion	<p>Faith and sexual/gender identity is explored on the forum's intranet pages and provides insight into some of the challenges that LGBT people of faith experience. In particular we provide examples of muslim LGBT and christian LGBT people.</p> <p>We look at support mechanisms such as IMAM and also provide guidance for some of our staff who are struggling with managing their faith and their gender/sexual identity.</p>

## ENG: Part 4



### 3.6 In the past year, what initiatives has the LGBT employee network group undertaken to ensure the membership is as diverse as possible?

Tick all that apply

**GUIDANCE:** Examples provided should clearly demonstrate that the LGBT employee network group is driven in ensuring the membership is representative of many different types of people.

Responses Selected:

- A. Implemented a formal mechanism or process to ensure bi and trans issues are covered and engaged with (for example, bi or trans reps)
- B. Promoted the LGBT employee network group as being open to all employees and inclusive of LGBT people with multiple identities (for example, BAME LGBT people or LGBT people with experience of mental health problems)
- C. Reviewed and evaluated past and future activity to remove barriers to engagement from LGBT people with multiple identities
- D. Other

Describe the initiatives selected and when they took place or were implemented. Please include specific dates or time periods.

A. Implemented a formal mechanism or process to ensure bi and trans issues are covered and engaged with (for example, bi or trans reps)	The introduction of Yammer has transformed and improved the way the staff group engages with bi and trans staff. The forum has tried to recruit reps but the positions are still vacant. However, whilst we continue to try and recruit to these positions we continue to advertise all of our activity to all LGBT groups and have increased the number of trans and non-binary representation within the group in the last year. We particularly emphasise a desire to engage with trans and bisexual staff and explicitly state so in all of our dialogue. The co-chair is also leading on the development of a Trans & non-Binary policy for the council to improve how the council engages and supports staff who identify as
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	trans or non-binary.
B. Promoted the LGBT employee network group as being open to all employees and inclusive of LGBT people with multiple identities	By having a staff forum that is open to all staff, and is advertised as being open to all staff regardless of their sexual, gender or any other identity, this encourages people of multiple identities. For example, one of the co-chairs identifies as gay and disabled. There is a realisation that in order to promote LGBT inclusion in Tower Hamlets we need to engage with all communities. The weekly staff newsletter regularly promotes the events the staff forum is running and encourages all staff to attend through articles and staff spotlights. Interaction between the different staff forums also promotes the inclusion of staff with multiple identities.
C. Reviewed and evaluated past and future activity to remove barriers to engagement from LGBT people with multiple identities	<p>Past forum activity has focused on activities that are delivered after work, including traditional forum meetings and social events. These events catered to a certain group of LGBT staff members and many staff members could not attend events.</p> <p>In the past year we have moved to holding lunch time seminars and events; morning coffee sessions with the Senior Champion; conferences and networking opportunities with guest speakers. We explicitly advertise all events to all of the subsets of the LGBT community and straight allies and aim to have events throughout the year and at different times of the day.</p> <p>The Yammer group has also allowed staff to engage with meetings, consultations and key issues even if they are unable to attend the event.</p>
D. Other	To try and ensure that the work we do for LGBT residents is mirrored in what we do for staff, the HR lead for LGBT work now sits on the LGBT residents forum steering group, so that any issues being looked at for the community can also be communicated to staff. The co-chairs of the staff forum also now attend the residents forum.

### 3.7 Has the LGBT employee network group undertaken any additional work in the past year to advance LGBT equality in both your organisation and the wider community?

**GUIDANCE:** The work detailed here should be additional to the work already covered in other questions.

Yes

**Describe the activity and impact. Please include specific dates or time periods.**

In order to more closely align the work the council does with the local LGBT community we have a staff forum rep on the community forum's steering group. Through this partnership we have delivered joint events; ensured that LGBT staff have an input in the development of policy that affects LGBT residents and have shared best practice in the management of both forums.

**The following question is not scored.**

**3.8 Does the LGBT employee network group's terms of reference state that the group is inclusive of bi and trans people? Tick all that apply.**

**No Responses Selected**

## Section 4: Allies and Role Models

Completed - 16 Mar 2020

## Workplace Equality Index Application

Allies and Role Models: Part 1

## Section 4: Allies and Role Models

This section comprises of 9 questions and examines the process of engaging allies and promoting role models. The questions scrutinise how the organisation empowers allies and role models, then the individual actions they take. This section is worth 11% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

### Allies

#### 4.1 Does the organisation have a formal programme or initiative to engage all non-LGBT employees to become allies?

**GUIDANCE:** The programme should be a formal mechanism to engage non-LGBT people with LGBT equality.

A. Yes, as part of our LGBT employee network group

#### Describe the allies programme or initiative:

The LGBT staff and friends forum is actively promoted to all staff as a forum for LGBT and straight staff who are keen to promote LGBT inclusion in Tower Hamlets. All members are given a 'Pride in Tower Hamlets' rainbow lanyard as a symbol of either being a forum member and/or an ally.

#### Upload a communication advertising the allies programme or initiative:

please be aware only **one** file is allowed per answer

[Straight Allies Screenshot](#)

**Filename:** Straight Allies Screenshot **Size:** 249.3 kB

4.2 In the past year, has the organisation held internal awareness raising sessions, campaigns or initiatives specifically for allies which cover the following?

Tick all that apply

**GUIDANCE:** Content/activity should be tailored for non-LGBT people and run through mechanisms that engage allies. Content should cover all LGBT identities (lesbian, gay, bi and trans).

Responses Selected:

A. The importance of allies
B. Discrimination towards LGBT people
D. Actions they can take to be effective allies

Provide a brief description of the content you have uploaded:

Upload content covering option A:

please be aware only **one** file is allowed per answer

Filename: Size: 0 Bytes

Upload content covering option B:

please be aware only **one** file is allowed per answer

Filename: Size: 0 Bytes

## Upload content covering option D:

please be aware only **one** file is allowed per answer

**Filename:** **Size:** 0 Bytes

## Provide a date for Option A:

(No response)

## Provide a date for Option B:

(No response)

## Provide a date for Option C:

(No response)

## Provide a date for Option D:

(No response)

## 4.3 Does the organisation enable allies to visibly signal their commitment to LGBT equality?

**GUIDANCE:** Examples include visual signals such as email signatures, badges, lanyards and mugs.

Yes

## Describe how allies can visibly signal their commitment to LGBT equality:

The council has rainbow lanyards for all staff and in the past 2 years we have given out over 1500 lanyards to staff, additionally straight allies are encouraged to sign the council's 'No Place for Hate' pledge and add it to their email signature.

### Allies and Role Models: Part 2

## Allies

### 4.4 In the past year, which of the following activities have allies engaged in?

**Tick all that apply**

**GUIDANCE:** 'Helped organise' here, refers to allies taking an active involvement in the planning and execution of events. It does not mean allies simply turning up to events.

#### Responses Selected:

- A. Participated in LGBT network group activities
- B. Helped organise a lesbian, gay and bi equality awareness raising event
- C. Helped organise a trans equality awareness raising event
- D. Recruited other allies

## Describe the activities selected. Please include specific dates or time periods.

A. Participated in LGBT network group activities	Allies have joined the Yammer group for LGBT+ staff and friends and as part of the network group, have been engaged with forum activities.
B. Helped organise a lesbian, gay and bi equality awareness raising event	(No response)
C. Helped organise a trans equality awareness raising event	(No response)
D. Recruited other allies	(No response)

## 4.5 Does the organisation support all non-trans employees (including lesbian, gay and bi employees) to become trans allies through training, programmes and/or resources?

**GUIDANCE:** Examples can include information booklets, programmes or training, but must focus specifically on being an ally to trans people. By non-trans, we mean people who do not identify as trans.

Yes

## Describe the training, programmes and/or resources:

The council's straight allies hub includes a link to the Stonewall Aliies programme and includes a specific link to the GLAAD resource on being a cis-gendered ally to trans people.

## Allies and Role Models: Part 3

## LGBT Role Models



## 4.6 Does the organisation support LGBT employees at all levels to become visible role models through training, programmes and/or resources?

**GUIDANCE:** Examples can include role model and information booklets, programmes or training, but must focus specifically on steps LGBT people can take to become active role models.

Yes

### Describe the training, programmes and/or resources:

The forum has a role model section on the staff intranet. The role model sections includes links to Stonewall's guide on being a role model; examples of local role models (linking to our LGBT heroes campaign) and also encourages LGBT staff to undergo the Stonewall Leadership Programme and LGBT role models training which the council will pay for.

## 4.7 In the past year, have any visible LGBT role models at board level from the organisation been profiled?

**GUIDANCE:** For information about what is meant by board level, see [here](#). Within the profiling opportunity, the person's sexual orientation, gender identity and/or trans identity must be clear. It should not be left up to the reader or viewer to make assumptions.

No

### Provide the date on which this profile was shared.

(No response)

## 4.8 In the past year, have any visible LGBT role models at senior management level from the organisation been profiled?

**Tick all that apply**

**GUIDANCE:** For information about what is meant by senior management level, see [here](#). Within the profiling opportunity, the person's sexual orientation, gender identity and/or trans identity must be clear. It should not be left up to the reader or viewer to make assumptions.

### Responses Selected:

E. None of the above

### A. Provide the date on which this profile was shared:

(No response)

### B. Provide the date on which this profile was shared:

(No response)

### C. Provide the date on which this profile was shared:

(No response)

### D. Provide the date on which this profile was shared:

(No response)

Allies and Role Models: Part 4

# LGBT Role Models

4.9 In the past 18 months, has the organisation profiled visible role models from the following communities? Tick all that apply.

Tick all that apply

**GUIDANCE:** Within the profiling opportunity, the person's identity must be clear. It should not be left up to the reader or viewer to make assumptions.

Responses Selected:

A. Gay people or lesbians
B. Bi people
C. Binary trans people (e.g. trans men and trans women)
D. Non-binary people (e.g. genderfluid and genderqueer people)
E. Older LGBT people (aged 50 or over)
F. Young LGBT people (aged 25 or under)
G. Disabled LGBT people (excluding disability related to mental health)
H. BAME LGBT people
I. LGBT people of faith
J. LGBT people being open about their mental health (including disability related to mental health) or wellbeing challenges
K. LGBT parents

Evidence:

## A. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

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## B. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

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## C. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## D. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## E. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

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## F. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## G. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## H. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

**Filename:** **Size:** 0 Bytes

---

## I. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## J. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

---

## K. Submit evidence where you have profiled the person/s in the last 18 months:

please be aware only **one** file is allowed per answer

[LGBT role models](#)

**Filename:** LGBT role models **Size:** 138.4 kB

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## Dates:

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### A. Provide the date on which this profile was shared:

(No response)

---

### B. Provide the date on which this profile was shared:

(No response)

---

**C. Provide the date on which this profile was shared:**

(No response)

**D. Provide the date on which this profile was shared:**

(No response)

**E. Provide the date on which this profile was shared:**

(No response)

**F. Provide the date on which this profile was shared:**

(No response)

**G. Provide the date on which this profile was shared:**

(No response)

**H. Provide the date on which this profile was shared:**

(No response)

**I. Provide the date on which this profile was shared:**

(No response)

**J. Provide the date on which this profile was shared:**

(No response)

**K. Provide the date on which this profile was shared:**

(No response)

Allies and Role Models: Part 5

**The following question is not scored.**

**4.10 Does the organisation support all non-bi employees (including lesbian and gay employees) to become bi allies through training, programmes and/or resources?**

**GUIDANCE:** Examples can include information booklets, programmes or training, but must focus specifically on being an ally to bi people.

(No response)

**Describe the training, programmes and/or resources:**

(No response)



**The following question is not scored.**

**4.11 Does the organisation enable allies to visibly signal their commitment to bi and trans equality? Tick all that apply.**

**GUIDANCE:** Examples include visual signals such as email signatures, badges, lanyards and mugs. These could display the bi and trans flags, or other symbols of support.

**No Responses Selected**

## **Section 5: Senior Leadership**

**Completed** - 16 Mar 2020

## **Workplace Equality Index Application**

### Senior Leadership: Part 1

## **Section 5: Senior Leadership**

This section comprises of 4 questions and examines how the organisation engages senior leaders. The questions scrutinise how the organisation empowers senior leaders at different levels, then the individual actions they take. This section is worth 8.5% of your total score.

Within this section, senior leaders are split between two levels - board level and senior management. For more information about how we use these two terms, please see [here](#).

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

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### **Board level staff**

---

# 5.1 How does the organisation support board level employees to understand the issues that affect LGBT people?

Tick all that apply

**GUIDANCE:** The support given should be systematic in its implementation.

Responses Selected:

B. Promote LGBT specific conferences or seminars to the board level employees

Describe each option selected:

B. Promote LGBT specific conferences or seminars to the board level employees	Through our elected members bulletin we promote LGBT specfic seminars and conferences. Recent examples include a seminar held by the LGBT community forum on LGBT migrants and refugees and the Stonewall Workplace Conference.
---	---

## 5.2 In the past year, which of the following activities have members of the board engaged in?

Tick all that apply

**GUIDANCE:** Messages communicated should explicitly reference sexual orientation and trans equality. Meetings with the LGBT employee network group should be systematic and not ad hoc.

Responses Selected:

A. Communicated a strong message on sexual orientation equality
B. Communicated a strong message on trans equality
C. Met regularly with the LGBT employee network group
D. Reviewed top line LGBT monitoring reports and actions
F. Spoken at an external LGBT event
G. Engaged with senior management to discuss LGBT equality
H. Reviewed and/or approved an LGBT inclusion strategy
I. Attended an external LGBT event, for example Pride

Describe each option selected. Please include specific dates or time periods.

A. Communicated a strong message on sexual orientation equality	The council flew the Pride flag to mark Pride and International Day Against Homophobia. The Mayor and his Cabinet members have attended numerous events throughout the year to raise awareness of hate crime and support the LGBT community.
B. Communicated a strong message on trans equality	The Mayor's manifesto also includes the following pledge:- conduct a thorough review into the accessibility of our services and employment opportunities for people who are trans or non-binary, including how we move to gender self-declaration in service delivery.

C. Met regularly with the LGBT staff network group	The Mayor meets periodically with the Chair of the staff forum for an update on the LGBT inclusion amongst the workforce. This happened in February 2018 and another is scheduled for the Autumn.
D. Reviewed top line LGBT monitoring reports and actions	The council's annual equality monitoring report which includes LGBT specific monitoring and actions is taken to the Mayoral Advisory Board (MAB) annually and is reviewed/actioned accordingly.
F. Spoken at an external LGBT event	The Mayor provided a speech at the 'Hatred Hurts All' conference on International Day Against Homophobia, Bi phobia and Transphobia at Jack Dash House on 17th May 2018.
G. Engaged with senior management to discuss LGBT equality	<p>Members and senior officers met as part of the Mayors Advisory Board to discuss the implementation of the Mayors election manifesto commitments. These included a commitment to improve access to services for people who identify as transgender and non-binary, to protect LGBTQ+ venues and to continue to fund the borough LGBTQ+ Forum, something about hate crime.</p> <p>MAB agreed to make LGBTQ+ one of two equality priorities ( women's equality was the other) for the administration.</p>
H. Reviewed and/or approved an LGBT inclusion action plan	The development of the Tower Hamlets Plan, which is a plan for the borough, required consultation and engagement work with a range of stakeholders including ELOP (the councils commissioned community LGBT forum). This intelligence was utilised to inform the development of the Tower Hamlets Strategic plan which the Corporate Leadership Team and the Mayor's Cabinet signed off. The Tower Hamlets Strategic Plan has identified a range of equality priorities that the council will deliver. A key strategic action in the plan is to 'actively engage with LGBTQI+ residents to improve service provision and representation'. This aims to achieve two outcomes; firstly to identify and address issues of concern for the LGBTQI+ community and secondly to deliver a programme of events and activities including LBGT History

	Month and International Day Against Homophobia.
I. Attended an external LGBT event, for example Pride	<p>In the previous year the Mayor has continued to show his support to the LGBT community and attended the East London Out Partnership (ELOP) and the National Diversity Awards.</p> <p>This support is also reflected in the actions of his Cabinet members and Councillors, as Councillor Sirajul Islam (Deputy Mayor) attended the Stonewall Awards Top 100 Employers 2018, Councillor Danny Hassell (Cabinet Member for Children and Young People) attended an ELOP meeting to listen to young people in the borough talk about LGBTQ issues and respond to the ELOP manifesto, and Councillor Kevin Brady, Chief Whip attended Pride on the Mayor's behalf.</p>

**Please list the names and job titles of the individuals named above. Please ensure you have strict permission from them for their name to appear in this submission.**

	Name	Job title
Person 1	Mayor John Biggs	Mayor of Tower Hamlets
Person 2	Councillor Sirajul Islam	Deputy Mayor
Person 3	Councillor Danny Hassell	Cabinet Member for Children and Young People
Person 4	Councillor Kevin Brady	Chief Whip
Person 5	Type here...	Type here...

## Senior Leadership: Part 2

### Senior Management level staff

### 5.3 How does the organisation support senior management to understand the issues that affect LGBT people?

Tick all that apply

**GUIDANCE:** The support given should be systematic in its implementation.

**Responses Selected:**

- |   |
|---|
| B. Promote LGBT specific conferences or seminars to senior management level employees |
| D. None of the above  |

**Describe each option selected:**

B. Promote LGBT specific conferences or seminars to senior management level employees	The council promotes LGBT specific seminar and conferences through our Manager's bulletin and the Senior Manager's forum. Recent items included our Community Forum steering group meeting, Community forum meetings, Stonewall Leadership Programme, Role Models and Allies training and the Stonewall Workplace Conference.
---	---

## 5.4 In the past year, which of the following activities have senior management engaged in? Tick all that apply.

**Tick all that apply**

**GUIDANCE:** Messages communicated should explicitly reference sexual orientation and trans equality. Meetings with the LGBT employee network group should be systematic and not ad hoc.

### Responses Selected:

A. Communicated a strong message on sexual orientation equality
B. Communicated a strong message on trans equality
C. Met regularly with the LGBT employee network group
D. Reviewed top line LGBT monitoring reports and actions
E. Spoken at an internal LGBT event
G. Engaged with the board to discuss LGBT equality
H. Reviewed and/or approved an LGBT inclusion strategy
L. None of the above

## Describe each option selected. Please include specific dates or time periods.

A. Communicated a strong message on sexual orientation equality	The Chief Executive and the senior LGBT champion have communicated a strong message on sexual orientation equality through messages in the weekly TH Now staff newsletter.
B. Communicated a strong message on trans equality	The Chief Executive and the senior LGBT champion have communicated a strong message on sexual orientation equality through messages in the weekly TH Now staff newsletter
C. Met regularly with the LGBT staff network group	Zena Cooke, The Senior Champion meets with the Staff Network Chair at least once a year to discuss the forums work programme and any areas of concerns. Additionally, constant email dialogue between the two occurs throughout the year and

	enables a two way exchange of information between the Corporate Leadership Team and the staff network.
D. Reviewed top line LGBT monitoring reports and actions	The council's annual equality monitoring report which includes LGBT specific monitoring and actions is taken to the Corporate Leadership Team, Chaired by Will Tuckley prior to making its way to MAB. They offer input into the actions and query areas of poor performance.
E. Spoken at an internal LGBT event	Zena Cooke has spoken at 1 of the staff forum celebratory events and networking opportunities over the past year. Zena reiterated her commitment as a Corporate Director to create an inclusive environment for all LGBT staff and residents.
G. Engaged with the board to discuss LGBT equality	Members and senior officers met as part of the Mayors Advisory Board to discuss the implementation of the Mayors election manifesto commitments. These included a commitment to improve access to services for people who identify as transgender and non-binary, to protect LGBTQ+ venues and to continue to fund the borough LGBTQ+ Forum, something about hate crime.
H. Reviewed and/or approved an LGBT inclusion action plan	The development of the Tower Hamlets Plan, which is a plan for the borough, required consultation and engagement work with a range of stakeholders including ELOP (the council's commissioned community LGBT forum). This intelligence was utilised to inform the development of the Tower Hamlets Strategic plan which the Corporate Leadership Team and the Mayor's Cabinet signed off. The Tower Hamlets Strategic Plan has identified a range of equality priorities that the council will deliver. A key strategic action in the plan is to 'actively engage with LGBTQI+ residents to improve service provision and representation'. This aims to achieve two outcomes; firstly to identify and address issues of concern for the LGBTQI+ community and secondly to deliver a programme of events and activities including LGBT History Month and International Day Against Homophobia.



**Please list the names and job titles of the individuals named above. Please ensure you have strict permission from them for their name to appear in this submission.**

	Name	Job title
Person 1	Will Tuckley	Chief Executive Officer
Person 2	Zena Cooke	Corporate Director Resources
Person 3		
Person 4		
Person 5	Type here...	Type here...

## Section 6: Monitoring

**Completed** - 16 Mar 2020

# Workplace Equality Index Application

### Monitoring: Part 1

## Section 6: Monitoring

This section comprises of 7 questions and examines how the organisation monitors its employees. The questions scrutinise data collection methods, analysis and outcomes. This section is worth 11% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

**Please ensure that no personally identifiable information is contained in your answers or evidence.**

## 6.1 Does the organisation gather data on employee sexual orientation on diversity monitoring forms and/or systems?

**GUIDANCE:** If you collect data on multiple systems, you should paste the question/s and options you ask on the majority of the systems. In the text box, explain what proportion of systems the question is used on.

Yes

**Copy and paste the question/s you ask and options staff can select:**

The information request for equalities monitoring purposes for the main HR system asks:

Sexual Orientation:-

Heterosexual

Lesbian

Gay

Bisexual

Decline to state

## 6.2 Does the organisation gather data on whether employees are trans and/or non-binary on diversity monitoring forms and/or systems?

**GUIDANCE:** If you collect data on multiple systems, you should paste the question/s and options you ask on the majority of the systems. In the text box, explain what proportion of systems the question is used on.

Yes

**Copy and paste the question/s you ask and options staff can select:**

The information request for equalities monitoring purposes for the main HR system asks:

Gender:

Male

Female

Prefer to Self-Describe

In terms of titles, the options include Mx.

The categories for monitoring are currently being changed and the proposal is to collect the following information:

### 1. Self Identify Gender

- The title should be Self Identify Gender and the drop down list options are as follows.
- When an employee clicks on the prefer not to say option, there must be a free text field available for them to type in their own term.

Self Identify Gender Drop Down List Free Text Field

Male Yes No

Female Yes No

Intersex Yes No

Non binary Yes No

Prefer not to say Yes No

Own Term Yes Yes

### 2. Identify as Trans

- The title should be Identify as Trans and the drop down list options are as follows.

Identify as Trans

Yes

No

Prefer not to say

### 3. HR Self Service

It must be ensured that where an employee has made changes to their personal details on HR Self Service that there is no automated notification to the line manager of this change.

## Monitoring: Part 2

### **6.3 Does the organisation monitor and analyse from application to appointment the success rate of LGBT applicants?**

**GUIDANCE:** This refers to external appointments to the organisation and comparing applicant diversity forms to new starter diversity forms.

Yes

---

### **Upload the most recent data showing analysis of application to appointment by sexual orientation and trans identity:**

please be aware only **one** file is allowed per answer

[Recruitment by sexual orientation](#)

**Filename:** Recruitment by sexual orientation **Size:** 18.7 kB

---

## Describe who the analysis is seen by and action taken:

The extract is taken from the Annual Equalities Report, which looks at a range of workforce areas broken down by protected characteristics. It is used as the basis to produce an action plan which seeks to address areas of underrepresentation/overrepresentation. Once the action plan is drawn up, with input from the Trade Unions and staff forums, it is then taken to Directorate Leadership Teams and then the Corporate Leadership Team for their approval/amendment.

The actions are then completed throughout the year and are reviewed in the next years plan in terms of what has been achieved.

Please note that there are not enough people in the organisation who identify as either trans or non-binary for analysis.

## 6.4 Does the organisation monitor and analyse through a HR system, the spread of LGBT people at different pay grades and/or levels?

**GUIDANCE:** The system of data collection cannot be through an anonymous staff satisfaction survey.

Yes

## Upload the most recent data showing analysis of pay levels and grades:

please be aware only **one** file is allowed per answer

[Salary bands by sexual orientation](#)

**Filename:** Salary bands by sexual orientation **Size:** 21.8 kB

## Describe who the analysis is seen by and action taken:

The extract is taken from the Annual Equalities Report, which looks at a range of workforce areas broken down by protected characteristics. It is used as the basis to produce an action plan which seeks to address areas of underrepresentation/overrepresentation. Once the action plan is drawn up, with input from the Trade Unions and staff forums, it is then taken to Directorate Leadership Teams and then the Corporate Leadership Team for their approval/amendment.

The actions are then completed throughout the year and are reviewed in the next years plan in terms of what has been achieved.

Please note that there are not enough people in the organisation who identify as either trans or non-binary for analysis.

---

## 6.5 When running staff satisfaction surveys, does the organisation break down and analyse the satisfaction of LGBT employees?

**GUIDANCE:** This can be through collecting diversity data on a staff satisfaction survey.

Yes

---

## Upload the most recent staff satisfaction data:

please be aware only **one** file is allowed per answer

[1015337852-Survey Results](#)

**Filename:** 1015337852-Survey Results **Size:** 1.0 MB

---

## Describe who the analysis is seen by and action taken:

The staff survey is used as the basis to produce an action plan. There is an overall Council action plan and also Directorate plans. This information will also feed in to the Annual Equalities Workforce Monitoring Report and action plan. It is taken to Directorate Leadership Teams and then the Corporate Management Team for their approval/amendment. (See also report attached to Q 6.3)

### Monitoring: Part 3

## 6.6 What proportion of employees have answered the monitoring question asked in 6.1?

### Tick one

**GUIDANCE:** The proportion should **not** include those who prefer not to say and should be from an HR system, not an anonymous staff survey.

70-79%

## Upload reports or data demonstrating the declaration rate:

please be aware only **one** file is allowed per answer

[Declaration rates 2017](#)

**Filename:** Declaration rates 2017 **Size:** 30.3 kB

## Provide a brief description of the report you have uploaded:

Uploaded report is the relevant table from the 2017/18 Annual Equalities Report, as referred to in 6.3 / 6.4 above

## 6.7. What proportion of employees have answered the monitoring question asked in 6.2?

**Tick one**

**GUIDANCE:** The proportion should **not** include those who prefer not to say and should be from an HR system, not an anonymous staff survey.

Under 50%

## Upload reports or data demonstrating the declaration rate:

please be aware only **one** file is allowed per answer

**Filename:** **Size:** 0 Bytes

## Provide a brief description of the report you have uploaded:

The numbers are currently so small that they are not covered in the report. Also our monitoring systems do not yet fully capture this information in terms of trans, including non-binary, and intersex, but we are working on this as set out above.

**The following question is not scored.**

## 6.8. Do you analyse differences in staff satisfaction levels between different LGBT identities?

(No response)



**Describe who the analysis is seen by and what action is taken.**

(No response)

## Section 7: Procurement

Completed - 16 Mar 2020

# Workplace Equality Index Application

### Procurement: Part 1

## Section 7: Procurement

This section comprises of 4 questions and examines how the organisation affects change in its supply chain. The questions scrutinise the steps taken to ensure LGBT inclusive suppliers are procured and held to account. This section is worth 9% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

### **7.1 Does the organisation train or give guidance to the person/team responsible for procurement around diversity and inclusion outcomes, inclusive of LGBT equality?**

**GUIDANCE:** Examples can include information booklets, programmes or training, but must explicitly mention LGBT equality in relation to procuring services.

Yes

Describe the role or team responsible for procurement:	Corporate Procurement Team, Adult Commissioning and Children Commissioning
Describe the diversity and inclusion training or guidance they receive:	<p>All contract managers and procurement officers are provided with training on the council's procurement process. This includes an in depth description of the council's obligations under the Equality Act 2010, definitions and examples of discrimination according to the nine protected characteristics, our public equality and diversity commitment (<a href="https://www.towerhamlets.gov.uk/lqnl/community_and_living/equality_and_diversity/equality_and_diversity.aspx">https://www.towerhamlets.gov.uk/lqnl/community_and_living/equality_and_diversity/equality_and_diversity.aspx</a>).</p> <p>The council provides guidance and a steer on embedding equality and diversity into contract specifications, service level agreements and contract monitoring. We know that as a public service provider it's important to understand and address the inequalities and challenges that LGBT people face. The council routinely commission ELOP (who provide our community engagement forum) to train our commissioners and procurement officers on embedding LGBT inclusivity into our contracts.</p>

## 7.2 Before awarding a contract, does the organisation scrutinise the following in the tender process?

**Tick all that apply**

**GUIDANCE:** Although it would be best practice, these criteria do not need to be deciding factors when awarding contracts. They should however still be scrutinised and appropriate action taken if the contract is awarded.

### Responses Selected:

A. Whether the potential supplier has a policy which explicitly bans discrimination/bullying and harassment based on sexual orientation or gender identity

B. Whether the potential supplier has equality training which is explicitly inclusive of sexual orientation and gender identity

## Describe the options selected below:

<p>A. Describe how the organisation scrutinises the potential suppliers' policies:</p>	<p>In all contracts the Council asks bidders to review and consider the London Borough of Tower Hamlet's Equality and Diversity aims and values, which explicitly refer to sexual orientation equality. Bidders are equally required to submit their equal opportunities policies in all contracts.</p> <p>In contracts where Compliance questions apply, equal opportunity policy is a pass or fail requirement. Organisation are required to demonstrate that their policy embraces a list of minimum requirements.</p> <p>These will include a non-discrimination approach in respect of gender reassignment and sexual orientation as well as the other 7 protected characteristics.</p>
<p>B. Describe how the organisation scrutinises potential suppliers' equality training:</p>	<p>Staff in the council's commissioned services are expected to undergo training in Equalities and Diversity (covering all 9 protected characteristics). All services are required to work in an inclusive manner and are expected to remove any barriers to the access of services that they provide. The Council ensures that all commissioned services/suppliers adhere to the Council's overall Public Sector Equality Duty, including the provision of E&amp;D training to their staff; and this is a condition of award. This is checked during monitoring visits and is scrutinised by officers before payment against the contract is made. If an organisation is found to be needing equalities training, the Council works with the organisation to address the area of concern with the implementation of an action plan.</p>

## Procurement: Part 2

## 7.3 Once a contract is awarded, how does the organisation hold the supplier to account?

**Tick all that apply**

**GUIDANCE:** The slot in supplier monitoring meetings does not have to be specifically for LGBT related issues, but should be inclusive of them.

### Responses Selected:

- A. Include a broad diversity and inclusion slot in contract monitoring meetings inclusive of LGBT issues
- B. Monitor and analyse LGBT related feedback on supplier

### Describe the options selected below:

A. Describe how D&I outcomes are included within contract monitoring meetings:	Suppliers must provide equality and diversity monitoring data as part of their annual self-assessment return to their contract management team/commissioning team. The sheet requires suppliers/commissioned providers to submit equalities against all of the 9 protected characteristics. This includes equalities profiling of their staff as well as their service users.
B. Describe how the organisation monitors and analyses feedback around suppliers from LGBT people:	Providers/suppliers are required to submit the results of their annual service user surveys through the 'Annual Self-Assessment' report. Within this report, they are required to include information on any 'variations' in the feedback they've received. This information is provided against the 9 protected characteristics.

7.4 In the past year, how has the organisation engaged or collaborated with its suppliers? Tick all that apply.

Tick all that apply

**GUIDANCE:** Joint LGBT diversity and inclusion training can also include sharing training with your suppliers.

Responses Selected:

A. Joint LGBT diversity and inclusion training
B. Invite suppliers' employees to take part in LGBT employee network group events
C. Joint community outreach projects targeting LGBT people
D. Share best practice and policy around LGBT inclusion

Describe the options selected below. Please include specific dates or time periods.

A. Describe the joint training:	The Council continues to offer joint equality and diversity training opportunities to its suppliers/commissioned services. This provides support to services to help them understand their equality obligations including LGBT awareness and includes waste management services and third sector organisations that are commissioned to deliver services to residents and Tower Hamlets Homes who manage our housing stock  .
B. Describe the invitation to suppliers' employees to take part in network group activity:	Our Network Group continues to extend a formal invite to Tower Hamlets Clinical Commissioning Group (CCG). Tower Hamlets CCG jointly commission Mental Health Services and social care services with the Council. Additionally, we have started invited Allegis (who manage our ICT contract) and local voluntary community sector organisations who we commission to deliver activity for a residents.

C. Describe the joint outreach project:	Health Service Improvement Project - Our community forum has highlighted an issue around access to local health and social care for LGBT service users specifically. Together with health partners and social care providers we commission we have trained front line staff on proper monitoring of service users. Additionally, we have used the community forum members to engage and the LGBT community and ensure that the services delivered are explicitly advertised as inclusive to LGBT residents.
D. Describe how you share best practice with suppliers:	As part of the Council's contract management the Council shares best practice policies and guidance to services that discharge its duty. By extension, organisations that are commissioned to deliver a Council service are required to carry out the Council's role in addressing any inequality. As part of the Contract management process, organisations must provide proof of how they discharge their E&D duty; evidence can include diversity programmes or assessments.

## Section 8: Community Engagement

Completed - 16 Mar 2020

## Workplace Equality Index Application

### Community Engagement: Part 1

## Section 8: Community Engagement

This section comprises of 4 questions and examines the outreach activity of the organisation. The questions scrutinise how the organisation demonstrates its commitment to the wider community and the positive impact it has. This section is worth 10% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

## 8.1 In the past year, has the organisation utilised its social media accounts and online presence to demonstrate its commitment to LGBT equality?

**GUIDANCE:** The social media accounts here should be the ones with the widest reach. This question examines how you demonstrate to the largest possible audience that your organisation is committed to LGBT equality.

Please upload evidence of two separate social media posts. The two social media posts uploaded (for example tweets), should be across a year and not concentrated on one event. The evidence can be an LGBT employee network group being re-posted by an account with bigger reach.

Yes

### Describe the activity:

The council uses Twitter and Facebook as its main social media communication tool to promote positive LGBT+ messages. In addition to promoting and raising awareness of key issues, projects and events such as Pride and IDAHOBIT, the council also retweets communications from LGBT organisations in the borough such as ELOP, Step Forward, and Positive East.

The council also uses its social media to respond directly to residents' concerns. For example, on 11 July 2018 a resident sent the council's Twitter account a photo of anti-Islamic hate crime posters which were posted around the borough. In response to this another resident stated that there are anti-LGBT ones posted regularly. The council responded and emphasised how seriously LGBT discrimination is taken by the council and asked for further details to help address this.

### Upload a screenshot of social media activity:

[Social Media](#)

**Filename:** Social Media **Size:** 3.3 MB



## Upload a screenshot of social media activity:

[20180829\\_115840](#)

**Filename:** 20180829\_115840 **Size:** 619.5 kB

## Provide the date of the activity:

(No response)

## Provide the date of the activity:

(No response)

## 8.2 Which of the following outreach activities has the organisation taken part in the last year? Tick all that apply.

**Tick all that apply**

**GUIDANCE:** Sponsored or supported can include in-kind gifts and donations, for example providing a meeting room for a group, and doesn't have to be directly financial (i.e. giving money). The support of a campaign to tackle homophobia, biphobia and transphobia needs to be externally facing and not an internal awareness raising event.

### Responses Selected:

- A. Sponsored or supported LGB community group/s
- B. Sponsored or supported trans community group/s
- C. Sponsored or supported LGB community event/s
- D. Sponsored or supported trans community events
- E. Supported campaign/s to tackle hate crime or homophobic, biphobic and transphobic bullying

**Describe each option selected. Please include specific dates or time periods.**

A. Sponsored or supported LGB community group/s	Tower Hamlets council commissions ELOP to provide a community LGBT forum for our residents. They focus on issues that affect LGB &T residents including hate crime, mental health, access to services and homelessness.
B. Sponsored or supported trans community group/s	Tower Hamlets council commissions ELOP to provide a community LGBT forum for our residents. They focus on issues that affect LGB &T residents including hate crime, mental health, access to services and homelessness.
C. Sponsored or supported LGB community event/s	Tower Hamlets council also commissions ELOP to provide LGB&T Arts and Events annually. It's built into the contract that the events must cater to and specifically engage L, G, B and T residents specifically with specific events focused on Trans residents engagement.
D. Sponsored or supported trans community events	Tower Hamlets council also commissions ELOP to provide LGB&T Arts and Events annually. It's built into the contract that the events must cater to and specifically engage L, G, B and T residents specifically with specific events focused on Trans residents engagement.
E. Supported campaign/s to tackle hate crime or homophobic, biphobic and transphobic bullying	The council has a longstanding No Place for Hate campaign which specifically aims to prevent all types of homophobic, biphobic and transphobic hate crime, harassment and bullying. The council's facilitates a forum where issues are raised, tackled with partners and best practice is shared.

**Community Engagement: Part 2**

**8.3 In the past year, have you collaborated with other organisations in your region or sector on an initiative to promote LGBT equality in the wider community?**

**GUIDANCE:** The initiative can be a one-off or on-going project.

Yes

---

**Complete the following. Please include specific dates or time periods.**

Name the organisation/s you collaborated with:	<p>Tower Hamlets CCG</p> <p>Barts Health</p> <p>East London Foundation Trust</p> <p>Tower Hamlets Pan Provider forum (including age concern, Somali Senior Citizens Club and other social care providers)</p>
Describe the collaboration or initiative:	<p>The council has worked with all our health and social care providers to tackle the issue of poor access to health and social care services for LGBT residents. We have held improvement sessions for the Tower Hamlets Adult Social Care Pan Provider Forum, facilitated by ELOP, to better improve monitoring; promote understanding of LGBT needs and ensure front line staff are approachable.</p> <p>This piece of work is off the back of ELOP's community forum report on access to local services and a need for improvement.</p>
Describe the impact of the collaboration or initiative:	<p>So far we have had over 15 organisations participate in improvement sessions with ELOP with the latest batch undergoing support and training on the 6th September. Attendees have reported that they better understand the needs of LGBT residents; that asking the question about sexual and gender identity isn't about them but about empowering the service user and that they will look at further training for their front line colleagues.</p>

## 8.4 Has your organisation done any further work in the past year to promote LGBT equality in the wider community?

**GUIDANCE:** Activity here should be additional to anything already mentioned in the submission. Please include specific dates or time periods.

Yes

### Describe the activity and impact:

The Joiner's Arms was a pub and LGBT+ venue in Tower Hamlets that opened in 1997 and counted Alexander McQueen, Rufus Wainwright and Sir Ian McKellen among its regulars. The pub was sold to Regal Homes in 2014 and was closed in 2015 to make way for redevelopment. Regal Homes submitted a planning application to redevelop the wider site in February 2017.

The scheme gained planning consent in June 2018 following completion of a Section 106 legal agreement that required the developer to re-provide a pub on site as a LGBT+ venue for at least 25 years. It is understood to be first time a planning application decision in the UK has required a developer to build and pay for the re-provision of a Public House to serve the LGBT+ community including ensuring there is an opportunity for the new is run and operated by LGBT+ operator.

As well as guaranteeing that the venue will be leased to an LGBT+ operator, the developer is also required to contribute (through the s106 legal agreement) to making £130,000 available to an LGBT+ operator towards the fit-out costs of the new Public House. This funding is significant as it helps to minimise noise and allows the venue to operate as a late venue in the spirit of the former Joiners Arms.

With the number of LGBT+ venues in London continuing to decrease, the decision represents a landmark decision that helps stem the closure of LGBT+ venues in London.

Mayor John Biggs: I am pleased that following consultation with the developers, the GLA and the Friends of the Joiners Arms, the development committee has granted planning permission for an LGBT+ venue at the site of the Joiners Arms. Tower Hamlets is leading the way in reversing the decline in LGBT+ venues which we have seen across London. As a council we want to celebrate the great diversity in the borough, and are committed to serving the needs of all our communities."

The project manager received a nomination for an award at the council's annual staff awards for his work on this project.

The Council has planning policies to protect community facilities including public houses but the planning system does not normally concern itself with the character of a pub or who uses it. However the project manager immediately recognised the link between the conventional planning considerations, the designated ACV and the Council's equalities duty.

The project manager worked closely with the developer, the FOJA and the Mayor of London's "Night Czar", to see if there would be a way of protecting the LGBT+ characteristics of the former Joiner's Arms in the new development and ensuring the new public house would be viable long term.

The project manager led extensive negotiations after which a comprehensive package was agreed, that included a commitment by the developer to seek an LGBT+ operator for the new public house a rent free period of 12 months and a financial contribution towards the costs of fitting out the new space.

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**The following question is not scored.**

## **8.5 In the past year, has the organisation utilised its social media accounts to demonstrate its commitment to bi and trans equality?**

**GUIDANCE:** The social media accounts here should be the ones with the widest reach. This question examines how you demonstrate to the largest possible audience that your organisation is committed to LGBT equality. The evidence can be an LGBT employee network group being re-posted by an account with bigger reach.

**No Responses Selected**

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### **A. Upload a screenshot of social media activity:**

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## B. Upload a screenshot of social media activity:

Provide the date of the activity:

(No response)

Provide the date of the activity:

(No response)

## Section 9: Clients, Customers and Service Users

Completed - 16 Mar 2020

### Workplace Equality Index Application

Routing question Section 9

## Section 9: Clients, Customers and Service Users

This section comprises of between 3-5 questions and examines how the organisation engages with clients, customers, services users or partners. This section is worth 8.5% of your total score.

In order to begin this section, choose which sector best describes the organisation below.

Please choose the option that best describes your organisation:

A. Public or third sector with service users

Clients, Customers and Service Users: PS SU P1

## Public or third sector with service users

---

### **9A.1 In the past 3 years, has the organisation examined the service user journey to ensure there are no barriers to access for LGBT people?**

**GUIDANCE:** This should be a formal mapping process of the touch points of the service user and the service.

Yes

---

### **Describe the process by which you examined the service user journey. Please include specific dates or time periods.**

As part of the council's community engagement contract with ELOP (East London Out Project) an audit of our front line services has taken place. The review took place between October 2015 and October 2016.

This included:

- An examination of how inclusive and accessible services are;
- If front line staff are ask equality monitoring questions specifically around gender and sexual identity
- Service user experience whilst receiving a service from the council and/or one of partnership agencies

ELOP followed this exercise with a comprehensive improvement action plan for the council in February 2017.



## Describe the outcome and impact. Please include specific dates or time periods.

ELOP provided a comprehensive action plan for improving customer access to council services. This was presented at Tower Hamlets Equality Steering Group (THESG) chaired by the Chief Executive Officer. Following on from this Lead Divisional Directors alongside the Corporate Equalities team were tasked with embedding the action plan findings. Actions include improving monitoring practices, more appropriate training for front line staff and ensuring all services are explicitly advertised as LGB and T inclusive.

The Community Forum's action plan has also been embedded into the council's overall equality review which will be looking at equality practice, procedure and understanding across the council.

## 9A.2 Does the organisation collect LGBT monitoring information for service users to allow for the following analysis? Tick all that apply.

**Tick all that apply**

**GUIDANCE:** You should demonstrate how you collect the data and how it is analysed.

### Responses Selected:

A. Assess whether LGBT people are accessing your services

B. Assess the satisfaction of your LGBT service users in comparison to other groups

## Describe the options selected:

A. Assess whether LGBT people are accessing your services:	The council asks all service users to provide their equality profile whilst accessing a service. Be it social care, employment support or benefits, we ask for this information upon sign up. We use this information to provide a profile all of our services users and identify communities that have a particular need. This is done through a standard report running exercise which pulls out the data from our service user databases.
B. Assess the satisfaction of your LGBT service users in comparison to other groups:	The council also uses this data and equality profiling to better understand satisfaction amongst community groups/protected characteristics. We ask service users to provide their equality profile data when requesting a service evaluation. This is done through a standard report running exercise which pulls out the data from our service user databases.

## Upload analysis reports for option A:

please be aware only **one** file is allowed per answer

[9A.2 Stonewall employment service data](#)

**Filename:** 9A.2 Stonewall employment service data **Size:** 33.0 kB

## Upload analysis reports for option B:

please be aware only **one** file is allowed per answer

[9A.2 Stonewall employment service data](#)

**Filename:** 9A.2 Stonewall employment service data **Size:** 33.0 kB

## Clients, Customers and Service Users: PS SU P2

### 9A.3 Has the organisation consulted with LGBT service users in the past 3 years to tailor the services to their needs?

**GUIDANCE:** The consultation should have involved all LGBT identities.

Yes

#### Complete the following. Please include specific dates or time periods.

A. Describe the consultation process:	<p>The council continually consults with LGBT service users through our community engagement forum and forums part of our service level agreement with the forum. The forum represents our residents and particular service users who access any of our services. Usually council services attend forum meetings or online consultation forms are circulated to forum members. Recent examples include the development of a Physical Activity Strategy; understanding the needs of Asylum Seekers and the development of a local integrated health and social care service.</p> <p>The forum is an on-going contract and this piece of work happens periodically through the contract.</p>
B. Describe the outcome and how services were tailored to the needs of LGBT people:	<p>The council engage with and consult LGBT service users as part of statutory and moral duty under the Equality Act 2010. We use the consultation feedback in the development of a service change, removal or reduction. The findings of a consultation activity are used to identify any impacts on the LGBT community, and if found to be adverse, we will provide mitigation.</p> <p>Examples include changes to sexual health services procured by Public Health in January 2017.</p>

## 9A.4 What percentage of frontline employees have been trained on reducing bias and discrimination towards LGBT service users?

### Select the completion rate for the training

**GUIDANCE:** The training should reach as many frontline employees as possible. Training content should explicitly mention examples of discrimination and bias towards LGBT service users. Content should also include the steps frontline employees can take in eliminating this discrimination and bias. Examples of content you could upload are case studies, e-learning screenshots or powerpoint presentations.

A. 76 - 100 per cent

### Describe how you estimate completion rates:

All front line staff are required to undertake the council's LGBT bite size training following a decision from THESG (chaired by the chief executive officer). The training is delivered either through the council's eLearning platform or delivered by their line manager using a power point presentation

### Describe the format of the training and the content you have uploaded:

The training has been uploaded on to the council e-learning platform (for staff who have access to a PC) and is available as a PowerPoint for staff who do not have access  
Training slides included as evidence

## Upload training content:

please be aware only **one** file is allowed per answer

[9A.4LGBT Awareness All staff FINAL](#)

**Filename:** 9A.4LGBT Awareness All staff FINAL **Size:** 3.7 MB

## Upload training content:

please be aware only **one** file is allowed per answer

[9A.4LGBT Awareness All staff FINAL](#)

**Filename:** 9A.4LGBT Awareness All staff FINAL **Size:** 3.7 MB

## 9A.5 In the past year, has the organisation communicated or promoted its services as being explicitly LGBT inclusive?

**GUIDANCE:** The communication can be digital or physical.

Yes

## Describe the reach of the communication. Please include specific dates or time periods.

The council's website articulates our commitment equality, diversity and inclusion and specifically references LGBT inclusivity. The statement is visible to every person who access our website.

Link to the council's statement:

[https://www.towerhamlets.gov.uk/lgnl/community\\_and\\_living/equality\\_and\\_diversity/equality\\_and\\_diversity.aspx](https://www.towerhamlets.gov.uk/lgnl/community_and_living/equality_and_diversity/equality_and_diversity.aspx)

## Upload an example communication:

please be aware only **one** file is allowed per answer

**Filename:** **Size:** 0 Bytes

### Section 10: Additional Work

**Completed** - 16 Mar 2020

## Workplace Equality Index Application

### Section 10

## Section 10: Additional work

This section is your opportunity to tell us about any additional work the organisation has carried out over the past year. This section is worth 1% of your total score.

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### 10.1 Has the organisation done any further work in the past year to improve the working environment for LGBT staff?

**GUIDANCE:** The activity detailed here should **not** have been mentioned anywhere else in the submission. The activity should relate to the UK, rather than global operations; please see the Global Equality Index to showcase global work.

Yes

## **Describe the activity and impact. Please include specific dates or time periods.**

The council is leading a discussion on the inclusion on non-binary gender pay details being included in the Gender Pay Gap information that businesses have to publish. At the moment the law stipulates that business with over 250 employees have to publish the details about pay for men and women only. Working with London Councils and the Local Government Association Tower Hamlets is lobbying for the inclusion of trans people in the reporting and for further guidance on gender non-binary employees.

The Council has also been working on submitting a response to the current Gender Recognition Act consultation, supporting changes to the law to make being recognised in a persons preferred gender easier and supporting recognition for non-binary people.

The Mayor's manifesto also includes the following pledge:-

conduct a thorough review into the accessibility of our services and employment opportunities for people who are trans or non-binary, including how we move to gender self-declaration in service delivery

Actions to implement the pledge are being considered, both for staff internally through the support for trans employees work that is and has been done, and for service users.

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## **Staff Feedback Survey**

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# Has your organisation circulated the Staff Feedback Survey?

The Staff Feedback Survey is worth 10% of points in the Workplace Equality Index.

The survey can be found at [www.stonewall.org.uk/index-survey-2020](https://www.stonewall.org.uk/index-survey-2020) and closes on Friday 1 November.

Your colleagues will need your organisation's 4-digit code in order to access the survey. If you do not have this code, contact [memberships@stonewall.org.uk](mailto:memberships@stonewall.org.uk).

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## Optional Awards

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### Individual awards

The following awards will be given to outstanding individuals, network groups and organisations who have contributed significantly to LGBT equality, both within their workplace and the wider community.

The nominations are longlisted by the Membership Programmes team and then shortlisted and awarded by an internal Stonewall panel.

Award winners are profiled in Stonewall's Top 100 Employers publication.

You can still be named as an award winner if your organisation does not reach the Top 100 list.

For individual awards, please ensure you have the person's permission to share their details before completing and submitting the nominations.



## Role Models of the Year

If you would like to nominate an individual(s) for one or more of the role model awards, please select from the below options and tell us about the great work they've done over the past year.

**Guidance:** You should tell us how the individuals have contributed significantly to LGBT equality in both your workplace and the wider community.

Please note that we use the below terms as umbrella terms for many different identities (See the [Stonewall glossary](#)).

You should ensure the nominated individual is comfortable being identified with the specific term selected. For example, if someone is pansexual, making sure they're comfortable receiving the award and being profiled as Bi Role Model of the Year.

We will work with them to explore their identity fully within their profile in the Top 100 Employers publication.

**No Responses Selected**

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## Ally of the Year

If you would like to nominate an individual for the ally award, please tell us about the great work they've done over the past year.

**Guidance:** You should tell us how the individual has contributed significantly to LGBT equality in both your workplace and the wider community.

**Please note this category can also include allies within the LGBT community. For example, a lesbian women who has shown fantastic allyship to the trans community.**

(No response)

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## Senior Champion of the Year

If you would like to nominate an individual for the senior champion award, please tell us about the great work they've done over the past year.

**Guidance:** You should tell us how the individual has contributed significantly to LGBT equality in both your workplace and the wider community.

**Please note the senior champion does not need to identify as LGBT.**

(No response)

## Employee Network Group of the Year

If you would like to nominate your organisation's network group, please tell us about the great work it's carried out over the past year.

**Guidance:** You should tell us how the network group has contributed significantly to LGBT equality in both your workplace and the wider community.

**Please note you may reference work which has already been documented in the LGBT Employee Network Group section.**

(No response)

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## Bi-Inclusive Workplace of the Year

If you would like to nominate your workplace for the Bi-Inclusive Workplace of the Year award, please tell us about the great work you've done over the past year.

**Guidance:** This is an opportunity to demonstrate that your organisation is leading the way as a bi-inclusive workplace.

**Please note you may reference work which has already been documented.**

(No response)

## Logo

**Completed** - 16 Mar 2020

[Logo](#)

**Filename:** 200x2821\_logo\_xfKcTC7.jpg **Size:** 44.2 kB

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# Role models & people in the community

## Publicly known LGBT role models

Visible LGBT role models can have a transformative impact on creating a truly inclusive workplace and society. Below we have provided examples of role models including historic role models who have created and inspired the world through to activists who have dedicated their lives to promoting diversity and inclusion and using their identities as a platform for change. Please click on the links for more information.

### Alice Walker

Alice is a 73 year old critically acclaimed Black author credited for the book "The Coloured Purple" which challenges society's view of women. As a Black Bisexual woman Alice has used her voice to campaign on the challenges and issues that women like her face. For more information on Alice and her work click [here](#).

### Alex Drummond

Alex Drummond is a renowned Trans activist and author who has dedicated a number of years deconstructing gender and tackling gender stereotypes. Alex sits on Stonewall's Trans Advisory Group and has been influential in shaping Stonewall's campaigning on Trans rights. For more information on Alex click [here](#).

### Ruth Baldacchino

Ruth is an LGBT, transgender and intersex activist from Malta and is the programme officer for the first intersex human rights fund. Ruth has a non-binary gender identity and has contributed to education policy on Trans, Gender Variant and Intersex Students in Schools. For more information on Ruth click [here](#).

### Michaelangelo and Leonardo da Vinci

Both artists are known for their artistic skill and have gone down in history for creating some of the most awe inspiring pieces of art and buildings. Both men are believed to have been bisexual based on historical knowledge, but what is less commonly known is that both men suffered from epilepsy. This highlights a common feeling amongst disabled LGBT people is feeling of invisibility both within and out of the LGBT community. For more information on disabled LGBT people click [here](#).

### Jonny Benjamin

Jonny is a British mental health campaigner who in January 2014 launched a social media campaign called Find 'Mike' to search for a stranger who talked him out of taking his own life in 2008. Jonny has struggled with mental health problem since the age of 10 and was eventually diagnosed with schizophrenia and bipolar disorder in his 20s. In 2008 he was hospitalised due to his condition and after running away intended to take his life by jumping off a bridge. Jonny was saved by a good samaritan, Neil Laybourn. Jonny has been open up about his struggle with his sexuality as a gay man and his mental health illnesses. To find out more click [here](#).

### Jovanie Morrison

Jovanie Morrison as a young LGBT person has provided his story on being homeless. 1 in 4 homeless young people are LGBT. Jovanie realised he was gay by age 12 and was rejected by his family; following a violent outburst by his relatives. Jovanie in collaboration with the Albert Kennedy Trust provides his story [here](#).

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### Dr and Imam Ludovic-Mohamed Zahed

Imam Zahed is a gay man and the founder of Europe's first inclusive mosque in France. He

### **Charlie Condou**

Charlie has appeared in numerous TV shows and has recently featured in Coronation Street as Marcus. Charlie is also a prominent LGBT activist and advocate of same-sex parenting. He is a father of two children with his husband Cameron. For more information on Charlie click [here](#)

### **Our local LGBT Heroes**

Here in Tower Hamlets we are lucky to have staff and community leaders who act as role models to the LGBT people both in the workplace and the wider community. These individuals strive to make the borough an inclusive environment, where somebody's sexual orientation and gender identity is respected and celebrated, whilst showcasing the multiple identities (being disabled, older, BAME and having a faith as well as being LGBT). The council celebrated the achievements of these individuals in Autumn 2015. Below you will find a summary of some of the local LGBT heroes and straight allies and the work that they continue to do for our community.



### **Deng Yang Sang - Young Mayor, Tower Hamlets Council**

Deng Yan San is the current young mayor of Tower Hamlets and an amazing young woman, who has most recently volunteered to go and help build a school in August, in the Rajasthan region of India.

Before that she was Head Girl of George Green's School, has written a 30 minute play for the National Theatre on Gender Equality, as well as being an active member of the East London Chinese Community Centre.

She has also recently graduated from the NCS programme - where she was volunteering in an intergenerational project in sundial Centre and help create a campaign for cardboard citizens, the homeless charity.

### **Councillor Peter Golds - Tower Hamlets Council**

Cllr Peter Golds has lived and worked as an openly Gay Tower Hamlets Councillor in the face of great adversity and some quite unpleasant bigotry. This is a great role model to other gay people.

He has endured anti-gay and homophobic heckling in the council chamber which many Gay people would have been scared of and rather than running for cover in the face of it all he has been brave and stood up to it. He has been solid in standing up for Gay venues within the town when their future has been threatened by licensing or other changes.

He was prepared to stand up and be counted over the issue of the White Swan and it was him who alerted us and the Gay community to the risks that the proposed licensing arrangements for entertainments at the venue represented. We were not even aware that they affected us. He's an excellent role model and a very brave councillor.

### **Jennifer Fear - CEO, Step Forward**

Jennifer Fear is the CEO of Step Forward - a charity that has been supporting young people in Tower Hamlets since 1988. Jennifer's contribution for over 15 years to the charity has been inspirational. She was integral to the start up of a personal development group for young LGBT people to enable them to have a safe space to explore the issues they experience growing up as young LGBT people.

[Top](#)

Jennifer is an inspiring leader yet remains grounded and approachable to all young people who see her as a role model and someone to aspire to be like. She promotes diversity in all that she does and challenges those around her to ensure that LGBT young people get the support

Jennifer in her capacity as a lesbian woman is also active on numerous forums and panels ensuring that the voice of the LGBT community is always taken into account. Jennifer probably never set out to become a role model but by just being "herself" she has certainly become one!

#### **Hardev Malhi - Inclusion Officer, Barts Health NHS Trust**

In his capacity as Inclusion Officer, Hardev has contributed immensely to the setting up and progress of the LGBT subgroup of the Trust's Staff Diversity Network.

Apart from providing the basic minimum equality diversity training, Hardev has proactively attended seminars and training sessions outside the organisation in order to develop a Transgender training programme.

Hardev supports the Trust's engagement activity with the LGBT community group that meets at Positive East, Stepney Green. Without his considerable knowledge of the community, we would not have been able to achieve this, especially as we seek to make sure 'everyone counts' in our efforts to reduce health inequality in the area.

Finally, Hardev supports the Stonewall Healthcare Equality Index benchmarking exercise for the Trust by engagement through the LGBT sub group of the diversity network.

#### **PC Lee Hawkins - LGBT CSU Police Officer, Limehouse Police Station**

Lee Hawkins is the current Hate Crime and LGBT CSU Police officer in the borough. In my opinion, he has gone beyond his required duties and responsibilities as a serving Police officer to address Hate Crime within the borough.

He has been extremely proactive as a partnership lead and in developing both existing relationships and building new relationships with a variety of agencies within the borough, both statutory and in the voluntary sector.

He is extremely proactive in addressing Hate Crime by identifying and mapping intelligence on Hate Crime incidents across the borough which has been instrumental to addressing risk and reducing repeat victimisation. He has a very committed approach to ensuring that victims of Hate Crime receive the best possible outcomes whether this be via the criminal justice system or ensuring they receive the required support they require from advocacy and therapeutic services.

Agencies state that they feel confident in reporting incidents to him and are confident that their service users will be treated with sensitivity and understanding. Agencies have commented that because of their experience of working with him, they have increased confidence in the boroughs Policing which is significant progress!!

I feel that he has been exemplary as both an LGBT Hate Crime practitioner and as an example of a proactive and insightful Police officer who has an excellent understanding of the local issues with a strong willingness to address Hate Crime.

In addition to this, he is extremely kind, thoughtful and willing to go the extra mile for anyone.

#### **Kofi Agyemang - Tower Hamlets LGBT campaigner**

For decades, Kofi Agyemang has worked tirelessly, using his own time and personal resources to confront and challenge homophobia in BME communities. The more public area of his work and efforts has culminated in an online resource by way of the SAY MY NAME website <http://www.saymynametheseries.com/>

This invaluable educational recourse serves to explain why homophobia is such a negative and destructive scourge on our society and highlights the particular effect homophobia has on members of the BME community. Abhorrence of Black gayness is openly manifested in most black art forms such as music, comedy, film and theatre where gay people are attacked and ridiculed.

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Jonny is a British mental health campaigner who in January 2014 launched a social media campaign called Find 'Mike' to search for a stranger who talked him out of taking his own life in 2008. Jonny has struggled with mental health problem since the age of 10 and was eventually diagnosed with schizophrenia and bipolar disorder in his 20s. In 2008 he was hospitalised due to his condition and after running away intended to take his life by jumping off a bridge. Jonny was saved by a good samaritan, Neil Laybourn. Jonny has been open up about his struggle with his sexuality as a gay man and his mental health illnesses. To find out more click [here](#).

### Jovanie Morrison

Jovanie Morrison as a young LGBT person has provided his story on being homeless. 1 in 4 homeless young people are LGBT. Jovanie realised he was gay by age 12 and was rejected by his family; following a violent outburst by his relatives. Jovanie in collaboration with the Albert Kennedy Trust provides his story [here](#).

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### Dr and Imam Ludovic-Mohamed Zahed

Imam Zahed is a gay man and the founder of Europe's first inclusive mosque in France. He



### **Charlie Condou**

Charlie has appeared in numerous TV shows and has recently featured in Coronation Street as Marcus. Charlie is also a prominent LGBT activist and advocate of same-sex parenting. He is a father of two children with his husband Cameron. For more information on Charlie click [here](#)

### **Our local LGBT Heroes**

Here in Tower Hamlets we are lucky to have staff and community leaders who act as role models to the LGBT people both in the workplace and the wider community. These individuals strive to make the borough an inclusive environment, where somebody's sexual orientation and gender identity is respected and celebrated, whilst showcasing the multiple identities (being disabled, older, BAME and having a faith as well as being LGBT). The council celebrated the achievements of these individuals in Autumn 2015. Below you will find a summary of some of the local LGBT heroes and straight allies and the work that they continue to do for our community.



### **Deng Yang Sang - Young Mayor, Tower Hamlets Council**

Deng Yan San is the current young mayor of Tower Hamlets and an amazing young woman, who has most recently volunteered to go and help build a school in August, in the Rajasthan region of India.

Before that she was Head Girl of George Green's School, has written a 30 minute play for the National Theatre on Gender Equality, as well as being an active member of the East London Chinese Community Centre.

She has also recently graduated from the NCS programme - where she was volunteering in an intergenerational project in sundial Centre and help create a campaign for cardboard citizens, the homeless charity.

### **Councillor Peter Golds - Tower Hamlets Council**

Cllr Peter Golds has lived and worked as an openly Gay Tower Hamlets Councillor in the face of great adversity and some quite unpleasant bigotry. This is a great role model to other gay people.

He has endured anti-gay and homophobic heckling in the council chamber which many Gay people would have been scared of and rather than running for cover in the face of it all he has been brave and stood up to it. He has been solid in standing up for Gay venues within the town when their future has been threatened by licensing or other changes.

He was prepared to stand up and be counted over the issue of the White Swan and it was him who alerted us and the Gay community to the risks that the proposed licensing arrangements for entertainments at the venue represented. We were not even aware that they affected us. He's an excellent role model and a very brave councillor.

### **Jennifer Fear - CEO, Step Forward**

Jennifer Fear is the CEO of Step Forward- a charity that has been supporting young people in Tower Hamlets since 1988. Jennifer's contribution for over 15 years to the charity has been inspirational. She was integral to the start up of a personal development group for young LGBT people to enable them to have a safe space to explore the issues they experience growing up as young LGBT people.

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Jennifer is an inspiring leader yet remains grounded and approachable to all young people who see her as role model and someone to aspire to be like. She promotes diversity in all that she does and challenges those around her to ensure that LGBT young people get the support



Jennifer in her capacity as a lesbian woman is also active on numerous forums and panels ensuring that the voice of the LGBT community is always taken into account. Jennifer probably never set out to become a role model but by just being "herself" she has certainly become one!

#### **Hardev Malhi - Inclusion Officer, Barts Health NHS Trust**

In his capacity as Inclusion Officer, Hardev has contributed immensely to the setting up and progress of the LGBT subgroup of the Trust's Staff Diversity Network.

Apart from providing the basic minimum equality diversity training, Hardev has proactively attended seminars and training sessions outside the organisation in order to develop a Transgender training programme.

Hardev supports the Trust's engagement activity with the LGBT community group that meets at Positive East, Stepney Green. Without his considerable knowledge of the community, we would not have been able to achieve this, especially as we seek to make sure 'everyone counts' in our efforts to reduce health inequality in the area.

Finally, Hardev supports the Stonewall Healthcare Equality Index benchmarking exercise for the Trust by engagement through the LGBT sub group of the diversity network.

#### **PC Lee Hawkins - LGBT CSU Police Officer, Limehouse Police Station**

Lee Hawkins is the current Hate Crime and LGBT CSU Police officer in the borough. In my opinion, he has gone beyond his required duties and responsibilities as a serving Police officer to address Hate Crime within the borough.

He has been extremely proactive as a partnership lead and in developing both existing relationships and building new relationships with a variety of agencies within the borough, both statutory and in the voluntary sector.

He is extremely proactive in addressing Hate Crime by identifying and mapping intelligence on Hate Crime incidents across the borough which has been instrumental to addressing risk and reducing repeat victimisation. He has a very committed approach to ensuring that victims of Hate Crime receive the best possible outcomes whether this be via the criminal justice system or ensuring they receive the required support they require from advocacy and therapeutic services.

Agencies state that they feel confident in reporting incidents to him and are confident that their service users will be treated with sensitivity and understanding. Agencies have commented that because of their experience of working with him, they have increased confidence in the boroughs Policing which is significant progress!!

I feel that he has been exemplary as both an LGBT Hate Crime practitioner and as an example of a proactive and insightful Police officer who has an excellent understanding of the local issues with a strong willingness to address Hate Crime.

In addition to this, he is extremely kind, thoughtful and willing to go the extra mile for anyone.

#### **Kofi Agyemang - Tower Hamlets LGBT campaigner**

For decades, Kofi Agyemang has worked tirelessly, using his own time and personal resources to confront and challenge homophobia in BME communities. The more public area of his work and efforts has culminated in an online resource by way of the SAY MY NAME website <http://www.saymynametheseries.com/>

This invaluable educational recourse serves to explain why homophobia is such a negative and destructive scourge on our society and highlights the particular effect homophobia has on members of the BME community. Abhorrence of Black gayness is openly manifested in most black art forms such as music, comedy, film and theatre where gay people are attacked and ridiculed.