

Cross-Council Equality, Diversity and Inclusion (EDI) Action Plan 2019-2020

Theme	Focus area	Outcome	Actions	Timescales	Progress as at June 2019	Responsible
Leadership, partnership and organisational commitment	Communication and awareness raising	Improved communication on Equality, Diversity and Inclusion (EDI) across the council	EDI to be embedded into leadership conferences	From April 2019	Leadership conference in December 2018 had a significant focus on EDI. The Equalities Allies presented a session on unconscious bias. Next leadership conference in July 2019 will focus on socialising action plan with managers and identifying their specific contribution to delivery of the plan.	Strategy and Communications teams/HR/Barnet Allias CMT Lead and Equalities, Diversity and Inclusion Steering Group
			EDI embedded within corporate and departmental comms plans	From April 2019	Communications team ensures equalities is considered in the planning of all campaigns and engagement opportunities. This has been evident with the Together We Are Barnet, Barnet 2024 and All About Me campaigns. These have all had a strong equalities and diversity focus.	
			Equalities intranet pages to be reviewed and updated annually	Sep-19	Currently liaising with the Equalities Allies to set up an intranet hub where all equalities pages and support will be. This will be live by 30th June 2019.	
			Ensure that action taken in response to engagement on EDI is reported back in 'You said, we did' updates	Ongoing		
			Develop mechanisms to enable staff EDI feedback, including anonymously, e.g. Yammer and online form	Apr-20	Several equalities focussed groups have been set up on Yammer, which are used to promote equalities issues and invite feedback from a diverse range of people from across the organisation. BEA also sit on EDI Steering Group. BEA and Comms are working together on EDI segment for next round of chief exec briefings to update on progress, and invite staff to utilise feedback channels and join staff groups.	
			Hold internal awareness raising events	Throughout year	On a yearly basis we hold events for a range of celebrations such as Black History Month and International Womens Day and have also marked a number of other similar events.	
	Strategic Equality Objective (SEO)	Refresh of the SEO to link up with the Corporate Plan	Performance against the SEO will be reported quarterly through the Policy and Resources Action Plan The Annual Equalities Report to include an assessment of outcomes against the previous Equalities Action Plan	Jun-19 Jun-19	Annual Equalities Report 18/19 submitted to P&R Committee 11 June 2019	Deputy Head of Strategy
	Fostering good relations	The organisation takes a sophisticated approach to fostering good relations which has resulted in measurable improvements in relationships between diverse communities	Harassment and hate crimes in the borough are monitored and analysed regularly, and appropriate action is taken to address the issues that have been identified	Ongoing	Monitoring is in place, and the Strategy team's Community Engagement Coordinator works closely with Community Safety and the Faith sector	Community Safety Partnership Board / Community Engagement Coordinator / HR
			LBB to explore gaining accreditation for the Stonewall index	Apr-20	To commence, following the move to Colindale	
			Data should be available disaggregated to cover the protected characteristics		MOPAC hate crime dashboard provides a detailed breakdown of target groups	

	Accountability and leadership	Political and executive leaders demonstrate personal knowledge and understanding of local communities and continue to show	Review the staff survey to ensure questions on equality and diversity are included	Next staff survey	Some basic demographic data collected in the current staff wellbeing survey	Council Management Team/Human Resources	
		Organisational values are reflected in all council business	Revise recruitment and induction to ensure equality and diversity is being incorporated (e.g. balanced recruitment panel that are all trained on unconscious bias, equality and diversity duties) – to include in training module	Sep-19			
		Clarity on which roles are responsible for monitoring of documents and facilitating equality activities	Deliver training to members on equality, diversity and inclusion	Apr-20	Training providers have been identified		
			Quarterly report to CMT on progress of EDI action plan	From March 19	Agreed to bring reports at the CMT Assurance meetings.		
	Data and Insight	We ensure that commissioning and procurement processes and practices include diverse needs of our residents and that providers understand requirements of public sector Equality Duty (e.g. Committee Papers)	All new standard contracts to include equality standards and consideration given to equality and diversity agenda		In place and ongoing	Procurement and commissioners	
			All new contracts have performance measures built in to ensure equality issues are addressed	Apr-19	In place and ongoing		
Knowing your communities	Published data on the profile of its communities and the extend of inequalities and disadvantage – Joint Strategic Needs Assessment	A comprehensive set of information about the demographics of our local communities is regularly updated and published and used to identify priorities for the local area	Webpages to be reviewed and links to outdated documents removed from the public internet and internal intranet	Jul-19	Some out of date content still to be removed. However the JSNA has up to date demographic data.	Public Health/Intelligence and Insight Network	
			Relevant and appropriate information and data is mapped, disaggregated and used with partners, to assess needs and priorities and set equality objectives	JSNA to include a section on borough demographics and to be updated regularly	Apr-19 and ongoing		JSNA is under constant review and is the most up to date source of local data
				Health and Wellbeing Board and Community Safety Partnership Board to regularly review needs assessment of local population and ensure that policy decisions are influenced and shaped by intelligence and insight	Ongoing		
				Use events across the borough/community engagement events to communicate intelligence and insight on borough's diversity	Apr-20		The Together we are Barnet campaign will be publicly launched at Brent Cross shopping centre on 4 July 2019. The campaign will then run throughout the year highlighting diversity and celebrating groups and organisations that support cohesion.
Involving your community	Community Engagement structures are being developed throughout the organisation	The organisation engages with all its communities when making decisions, including those with protected characteristics	Effective use of Community Together Network in involving diverse range of communities in shaping our local services	Apr-19	All consultations are publicised through the CTN bulletin	Strategy Team Community Participation Action Plan	
			Local people are encouraged to participate in public life or in other activities where they are under-represented	Effective use of consultation and engagement tool to inform service planning	Ongoing		Engage-Barnet is regularly updated and its functions developed. It is the online hub for the Together We are Barnet campaign, facilitating uploads of photos and stories from the community

		Utilise Barnet Community Directory to help inform residents and partners about local CVS services	Ongoing	Strategy Team are working with the commissioned provider of the Directory to increase content on the Directory and ensuring all comms materials relating to VCS references the Directory and provides a link to it				
	Shared engagement structures developed with partners	Engagement mechanisms and structures are in place to involve equality stakeholders and scrutinise service delivery, decision-making and progress	Utilise Barnet Together website and direct residents to it	Ongoing		Deputy Head of Strategy - Community Participation Action Plan		
Responsive services and customer care	Equalities Policies and Published Information	Equality Policy and the Staff Equalities Statement to be brought up to date	Equalities Policy will be reviewed for 2019 then updated every two years	Oct-19		Deputy Head of Strategy		
			A review of HR policies to ensure that any with an impact on equalities are up to date	Jun-19		HR		
	Equalities Impact Assessment	Improve the current EIA/EC model to ensure robust systems and accountability is in place	A review of current Equalities Champion model, invite other EA's, Change Champions and other relevant colleagues to be EC's and ensure Equality Champions come from diverse backgrounds		Sep-19		Equalities Champions / Deputy Head of Strategy	
				Equality analysis/ impact assessment is integrated systematically into planning and decision making across the organisation		Sep-19		
						Sep-19		Potential training providers have been identified
						Dec-19		To be established as part of Business Planning cycle
						Sep-19		
						Sep-19		Potential training providers have been identified
						Next staff survey		Staff can update own records. This will be communicated to staff in a comms campaign
Workforce diversity	The organisation's workforce profile (including the profile of major providers of commissioned services) broadly reflects the community it serves/local labour market across all levels	Succession plans and recruitment process to address under-representation of specific groups		Apr-20	Will follow implementation of the HR transformation programme	Human Resources and Senior Managers		
				Apr-20				
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Training and culture	Remove challenges and barriers at work in the Council so all staff can flourish and are free from discrimination	Design, implement and review impact of mandatory EDI training for all council staff		Jul-19	Training designed and in delivery, under review as to whether to make mandatory. E-learning module already in place as part of induction	Learning & Development/ Communication, Engagement, Participation and Strategy Lead/Equalities Allies		

		Conduct benchmarking exercise that allows staff to comment or suggest changes to the physical office space/ working culture that would provide indication of what to address and help the Council be more inclusive	Apr-20	Could be addressed via TW3 or staff survey.	
		Commission EDI training for delivery units who are responsible for dealing with issues around discrimination e.g. complaints team to ensure they are appropriately equipped to understand underlying issues and respond	Sep-19	Potential training providers have been identified	
		Commission EDI training for Equalities Champions	Sep-19	Potential training providers have been identified	
Promoting an inclusive working environment	There are high satisfaction levels with the working environment across all staff groups particularly those with protected characteristics	Flexible working arrangements, and reasonable adjustment policies are in place and are being implemented on a case by case basis	May-19	Already in place and being implemented on a case by case basis. TW3 training also captured flexible working and reasonable adjustments, New Modern Working and Flex Working policies being rolled out as part of move to Colidale.	HR/Senior Managers/H&S
		Access and utilisation of occupational health has been equal across the organisation and those with protected characteristics	Sep-19	Data from 2018 suggest that there is a large number of referrals for people with mental ill health and stress. Those with temporary mobility problems will be referred to OH and reassessed for reasonable adjustments in the next few months. It is envisaged to get quarterly information on OH referrals and protected characteristics, whenever available.	
		Analyse staff survey across all protected characteristics	Next staff survey		