

Appendix 5 - EDI Action plans Quarter 3 update

Inclusive Communities				
Commitment	Action	Owner	Status	Comments
EDI 1.01 Engage with, and support local community groups and organisations	1.01.01 Review existing relations with community groups and organisations to ensure they remain effective in being able to listen, learn and understand the barriers facing our underrepresented communities and, if applicable, identify which connections need building or renewing.	Wild, Jon	In progress	Strategic review of our current partnerships has been concluded in Q3. This has highlighted the need for a comprehensive EIA to guide the development of our partnerships, which will be done in Q4.
	1.01.02 Review the process for gathering equality data on the district to ensure we have an accurate picture of our underrepresented communities and identify any gaps which require filling. This will enable us to continually direct our resources where they are needed most.	Prado-Teeling, Celia	Slightly delay	This review has been delayed due to changes in the way data across the council is gathered. The Performance and Insight team will be working during Q4 on finding alternative ways to have visibility on all equality data gathered across all council's services.
And EDI 1.02 Promote inclusive behaviour with residents and service users	1.02.01 Raise awareness of the standards we expect from ourselves and others by publicising our EDI principles, commitments, and policies.	Cotton, Julian	In progress	We continue to promote inclusivity where appropriate with staff and residents. A recent example was a dedicated comments wall that tied into Black History Month
	1.02.02 Develop and agree a policy for supporting national events that further our corporate priorities and reflect the diversity of our communities	Cotton, Julian	In progress	A draft policy has been worked up with a long list of potential events. We mention important dates to staff. The next step is to agree to a select number of key events we want to be more proactive on.
EDI 1.03 Work directly with communities to identify inequality and tackle disadvantage	1.03.01 Following on from the Wellbeing Strategy, review our community development scheme to ensure it remains effective in creating community cohesion and tackling inequality and, if appropriate, identify potential improvements	Wild, Jon	In progress	The Wellbeing strategy was completed and adopted in Q3 and so this action will now commence in Q4

<p>EDI 1.04 Promote equality, diversity and inclusion through our supply chain and strategic partnerships</p>	<p>1.04.03 Review the processes in place for considering the EDI implications partnership plans to identify if there is scope for them to be strengthened</p>	<p>Riley, Nicola</p>	<p>In progress</p>	<p>Strategic Partnerships review has concluded and there is scope to strengthen partnership plans.</p>
<p>EDI 1.05 Promote and encourage inclusive behaviour for future generations</p>	<p>1.05.01 Review our outreach to different community groups on EDI matters, including how to engage young people in the process, and identify areas where there is scope for improvement</p>	<p>Wild, Jon</p>	<p>In progress</p>	<p>In regard to outreach to community groups (EDI), this will continue and stay as a live action, and we will work with our networks in the community & forums to make sure we as a council continue to connect to new groups and organisations and promote our services.</p>
<p>EDI 1.06 Work with all partner organisations to understand diverse needs and create inclusive communities</p>	<p>1.06.01 Review the membership and effectiveness of our strategic partnerships and identify areas where they might require different resources, plans and processes in order to identify and tackle the issues and barriers affecting and concerning our communities</p>	<p>Riley, Nicola</p>	<p>In progress</p>	<p>This work will be undertaken in Q4</p>

Inclusive Services				
Commitments	Action	Owner	Status	Comments
EDI 2.01 Ensure information, website and digital services are accessible to all incl. digitally excluded	2.01.01 Review all our digital services to identify any improvements needed to address any accessibility or inclusivity issues	Cotton, Julian	In progress	This continues to be looked at and the communications team support other teams and services to ensure that important information (e.g., the budget consultation) is available in an accessible form.
	2.01.02 Introduce a guide and training module for staff on writing clearly, in plain English and with the audience and accessibility rules in mind	Cotton, Julian / Reed, Teresa	In progress	Will be included as an action in the draft Communications and Marketing Strategy.
EDI 2.02 Take action to make our buildings accessible to all residents and staff	2.02.01 Include delivering against our commitment of accessible council buildings now and in the future as an objective in our emerging Property Strategy	Walsh, Mona	In progress	The strategy is in draft and being completed. An Equalities Impact Assessment will be carried out during its progress through the Governance process.
EDI 2.05 Plan and deliver services that promote inclusion	2.05.03 Ensure staff have received up-to-date EDI training	Reed, Teresa	In progress	EDI training is now fully integrated into the training suite delivered via the I-Hasco online training platform. Staff must complete the appropriate modules biennially

Inclusive Workforce				
Commitment	Action	Owner	Status	Comments
EDI 3.01 - Improve the diversity of our organisation at all levels to be representative of our communities	3.01.01 Identify additional ways to recruit new staff and promote our job opportunities so that they are brought to the attention of all members of local communities	Blunsden, Susan	In progress	We continuously work with local schools to encourage students to engage with the Council on work experiences. We are also building on our network of partnerships, such as DWP and the prison service, attending networking events and partnership meetings.

	3.01.03 Split out the workforce statistics used for the comparison with the demographics of the district by grade and department	Prado-Teeling, Celia	In progress	<p>A report summarising the current demographics of the district was presented to the EDI working group on December 2023. Also, a report with the comparison between those and council staff was presented to personnel committee in November 2023. The reports reflect the following:</p> <ul style="list-style-type: none"> - Regarding ethnicity, the White category for the workforce remains 17.29% less than the District, whilst the Asian, Asian British or Asian Welsh group, which has 2.31%, and in the Black, Black British, Black Welsh, Caribbean or African group which records a 0.96% difference with the district demographics, both categories record a slight increase in the last quarter. - There are currently gaps in the data collection for Disabilities and sexual orientation, we have seen an increase in the number of employees completing this section of our HR system, we expect to have more robust data to analyse for Q4. - The council seems to mirror the district in the other protected characteristics.
EDI 3.02 – Celebrate and promote diversity in our workforce	3.02.01 Promote Viva Engage as a means for employees to set up virtual social groups or employee networks for causes that are important to them. Invite employees to set up such groups and provide a commitment that the council will engage with them if requested	Cox, Claire	In progress	Several activities were delivered during Q3 such as a 16 Days of Activism to end gender-based abuse and violence, a forum for World menopause day, and activities continue to launch our Neurodiversity network during Q4.
	3.02.02 Continue to recognise, acknowledge and celebrate diversity via the Chief Executive's weekly updates and other similar channels	Cotton, Julian	In progress	Ongoing activity continues on this quarterly. The most prominent and important events are acknowledged.
EDI 3.03 - Provide a supportive environment so all staff can reach their potential	3.03.02 Develop and agree a comms plan for promoting the development opportunities	Cotton, Julian	In progress	A draft plan has been produced and is under review by HR.

EDI 3.04 -Identify and tackle discrimination in all its forms	3.04.01 Review the processes in place for investigating and taking necessary action in response to potential issues of discrimination being brought to HR's attention	Blunsden, Susan	In progress	We continuously ensure relevant policies and procedures are adhered to when investigating of any issues with potential discrimination that are brought to HR's attention. Our policies have been updated during 2023 in line with the guidance from our EDI framework.
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