**Objective 1: The workforce feels equality, diversity, inclusion and belonging is highly valued and there is a commitment to continuous improvement in this area.**

| Action | Tasks | Completion | Desired Outcomes | Progress |
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| **Join externally accredited equality campaigns**<br><br>Disability Confident Level 2 | Research requirements of Disability Confident Level 2<br>Address any gaps<br>Submit form<br>Re-brand to level 2 on recruitment and other documents/ website<br>Publicise to all | Feb-23 | Become a Disability Confident Level 2 Employer.<br><br>Data on disabled applicants utilising the guaranteed interview included in annual staff data report | Reasonable adjustment policy was implemented. We are now a 'Disability Confident Level 2 Employer'. |
| Join the Sunflower Network | Join the Sunflower Network championing people with hidden disabilities | Jan-24 | Council is a Sunflower Network Champion | Identified need to review Reasonable Adjustments Policy. Policy drafted and under review. Sign up to the Sunflower Network once completed **Update** - Unable to sign up due to error with website. Exploring alternative options. |

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| Menopause Workplace Pledge | Research requirements<br>Address any gaps<br>Sign the menopause working pledge<br>Publicise and maintain commitment | Sep-23 | Signed an menopause pledge and staff are aware | A Menopause Policy has been written and shared with SLT for review. We have signed the Menopause Workplace Pledge showing our commitment to making our organisations a place of support and understanding to those experiencing Menopause. We will launch the Menopause Policy February 2024. Update - The policy has been launched and mandatory training has commenced for all managers and HR. Awareness has been offered to all staff via a Teams session and workshops/support will continue. |
| LGBT+ ally scheme | Research requirements of joining Hertfordshire LGBT+ Ally scheme<br>Address any gaps<br>Publicise | Jun-23 | LGBT+ Ally scheme in place and visible to staff | LGBT+ ally scheme has been launched to staff with information and sign up details. 80 people have so far joined the scheme. - **Update** - Support documents have been circulated to all Allys and Workplace Ally Training has been recommended to all Allys to complete. We have also included details of the programme in our Induction and we continue to promote the scheme and bring on new Allys. |
| **Engage with staff on equality matters** | Staff engagement sessions run for Race/ Women and Accessibility in the Workplace | Jun-23 | Staff engagement activities happen regularly following initial sessions | Sessions have been run across the business and a Gender Equity Network Group has also been established, meeting quarterly. We also continue to explore adding further groups and encourage our employees to start conversations on topics important to them. |

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| **Improve data on the makeup of the workforce** | Review and update an EDI Monitoring Form for recruitment | Dec-23 | More reliable staff data | Form created and being reviewed before implementation. The recruitment monitoring form has now been implemented. |
| | NEW: Create missing data report on ITrent Run targeted activities to encourage staff Rerun missing data report and make any changes for the next report | Jan - 24 and ongoing | Annual process to reduce 'unknown' data implemented 20% increase in completion of demographic information | Reports are being identified and communications developed to remind all staff of why it's important for us to collate EDI data and that we will continue to capture any missing data.**Update**: - Simplify our EDI monitoring form to enable our staff to keep their details up to date and improve EDI reporting. This will be launched in Summer 2024 and was slightly delayed due to technical challenges. |
| **NEW: SLT and Members visibly support EDI** | Visible EDI Champion in SLT | Oct-23 | Staff are aware of EDI champions and they attend internal/ external events | SLT Sponsor for EDI working group has been assigned. |
| **EDI Training Review** | Review mandatory EDI training offered | Nov-23 | N/A | Mandatory training will now be easily and immediately accessible for all employees via our on-line system reducing wait times and ensuring new employees undertake this training within their first few weeks of employment. |
| | Review EDI training offer for Councillors | Mar-23 | N/A | EDI training for Councillors took place in July 23. |

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| | EDI Objective training for PDR and service planning. | Apr-23 | | Completed and implemented in June 23. |
| | Review of EDI training across the council for all employees to ensure all aspects of EDI awareness is being covered | July-24 | Expand on the current EDI training that is being offered to ensure EDI is embedded into the working culture on a more regular basis and staff participate on a more practical basis - Workshops around Unconscious Bias awareness, Micro-aggressions etc to be rolled out. | We are reviewing how we can complement the current EDI on-line training delivery and embed learning through a variety of delivery methods and action learning. We plan to cover specific topics, and increase knowledge, specifically in relation to unconscious bias, micro aggressions etc. |
| | Workshop on being a LGBT+ ally to be developed with Community Action Dacorum | Mar-24 | N/A | Discussing with Community Action Dacorum - Update - We have shared appropriate training across the organisation that is available on our Learning Management System. |
| **EDI Working Group** | Implement 3 EDI working pillars | Jan-24 | Create a better structure and process to execute the EDI agenda across the council | Done - These pillars are owned by the EDI working group and accountability sits with the members to improve, act and support each pillar. With the guidance and support of the EDI Lead officer, this is an ongoing process. All groups developed an action plan and feed back to the EDI working group on their progress. |

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| **Inclusive recruitment** | To see how DBC can be more inclusive in our recruitment process | Dec-24 | For DBC to adopt new recruitment process that increase diversity and eliminates bias. | This sits within the people strategy project that is currently being worked on and recommendations to be implemented throughout by end of 2024/beginning of 2025. |
| **Refining of the EDI Value and Behaviours** | To further embed EDI into our culture | Ongoing | For EDI to be embedded within our culture and intrinsic to who we are and what we do. | Launched a Values and Delivery staff group which is in the process of exploring how we can further embed our Values into our culture |

**Objective 2:** **To enhance understanding and support for our communities by improving community engagement and how we collect, share and analyse data**

| Action | Tasks | Completion Date | Desired Outcomes | Progress |
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| **Find out who we are engaging with online** | Develop, roll out and monitor use of single Monitoring Form when Comms is engaging with residents | Mar-24 | Consistency on EDI monitoring questions | A form has been drafted for staff, once finalised this form will be used to inform the service form. **Update** - this form will be incorporated into the new digital platform. |

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| | Review and analyse EDI data collected by different services online | Summer 2024 | Data reports on by protected characteristic will be available | This is being reviewed as part of the CSU Strategy and procurement of a new system to capture customer queries. Update - The system has been procured and work is in progress. |
| **Increase evidence base to assess the equality impact of policies, practices, events and decision-making processes etc** | Review the Community Impact Assessment Process (including the information used to inform the process, training and awareness raising) | Dec-23 | Mandatory training for all leading on or completing a CIA Referenced in all inductions Guidance available on the intranet | A review has been undertaken and recommendations made which is being reviewed by the corporate leadership team for approval and implementation in Summer 2024. |
| | A Working Group to be set up to review what and how equality data is collected and used across the Council<br><br>Activities undertaken to increase resident data | Summer 2024 | More reliable and accessible data that is shared across the council | Data systems used across the council identified and a working group is to be set up to identify actions for improvement. |
| **Celebrate EDI with local communities** | Event to commemorate 75th Anniversary Celebration of HMT Empire Windrush | June 2023 | Flag raised from Town Hall | Completed. Multiple events were run including school competitions and events. |

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| | Celebrate annually agreed awareness LGBT+ Pride | 23-Jun | Visibly promote LGBT+ inclusion | Completed. Rainbow flag was raised on June 1st along with spotlights on the forum throughout June with the colours of the pride flag. Herts Pride was publicised to all staff. |
| **Challenge hate crime** | Social Media Response to have a response policy for high impact cases, like Black Lives Matter | Jan-24 | Be able to respond to social issues timely. | N/A |
| | Produce a Hate Crime and PREVENT Action plan | Dec-23 | Joint approach for dealing with hate crime. | ASB Policy exists which refers to hate crime and a Hate Crime Action Plan is being developed which will report into the EDI Working Group. |
| **Develop an aligned EDI Community engagement action plan with Housing and other key areas where community engagement is crucial** | Create an action plan to support the activity from 2024 and beyond | Dec-24 | engagement with community is established on a regular basis and informed by our data | Discussions initiated with Housing |

## Objective 3 - We ensure that policies and processes are in place to best support equality, diversity and inclusion

| Action | Tasks | Completion | Desired Outcomes | Progress |
|---|---|---|---|---|
| **Council challenges Modern Day Slavery** | Draft Modern Day Slavery Statement and integrate into business requirement for contractors | Nov-23 | All contractors to agree to support the Modern Day Slavery Policy | A Supplier Code of Conduct has been written for use in tender documents which includes Modern Slavery requirements in regards to contracts. |
| **Implement EDI process/policy for subcontractors/suppliers** | Review process for Contractors to ensure compliance with EDI | Jul-24 | All subcontractors agree to a set standard of EDI training/awareness | All tenders and potential contracting relationships are required to submit responses to key equality questions as part of the tendering process to ensure that they are aware of, comply with and observe the Equality Act 2010. In addition to this there is a comprehensive risk and benefit analysis undertaken on all suppliers as part of the process and the adherence to the Equality Act 2010. |
| **Information is inclusive and accessible** | Explore the use of a diverse and inclusive image bank | Dec-23 | A diverse image bank that anyone in the Council can have access to. | Complete |

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| | Digital Accessibility of website reviewed and guidance updated | Dec 23 then ongoing | Website complies with all accessibility requirements | A working group has been created to have solutions and current issues discussed; IT team provided a presentation to EDI working group (23/2/23) to understand requirements and priorities on this project. |
| **NEW: Embed EDI in significant processes** | Review EDI into governance processes committee reports/templates | Oct-24 | Equality is embedded in key processes | On-going |
| | Equality consideration in the budget process | Dec-23 (then part of annual process) | Decision makers are aware of the equality impact of budget proposals | Discussions on how to embed equality in the budget process will be taking place in late 23. **Update** - Complete EDI considerations as part of service planning. Each department is tasked to consider how their service will support the EDI strategy. |

| | Policies reviewed annually to ensure equality issues addressed (new policies agreed annually) | Sep-24 | Working group see Hate Crime Action Plan, Menopause Policy, Community Safety Action Plan | On-going |
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| **NEW: Our commitment to EDI is visible at all levels** | Update EDI council policy statement outlining our commitment to EDI | Dec-23 | | This has been updated and completed. |
| | Update on EDI action plan sent to SLT | Nov-23 | SLT aware of all actions and influence where appropriate | Done in November 2023 |
| **NEW: Take steps to improve outcomes for vulnerable groups** | Domestic Abuse Housing Alliance accredited | Apr-25 | To be the first in Hertfordshire to be accredited | New policies have been published and we continue to raise awareness on domestic abuse (which plays a key part to being accredited). |
| | Review housing access and adaptations process for disabled residents | Jun-24 | To ensure all possibilities regarding access and adaptations are being used | On-going |
| **NEW: Equality Key Performance Indicators** | Each service to set and report annual improvement targets on equality data | Oct-24 | Housing: Reduce overall % of unknown ethnicity, religion and disability by 15% HR: Reduce overall % of missing data on protected characteristics by 20% All: 100% of Cabinet reports have an accompanying CIA | HR and Housing baseline data identified - progress continues and this will be further helped by our new systems and platforms. |

| | Housing to provide report on finding and actions linked to the Housing Satisfaction Survey | Oct-24 | Targeted action points they are working towards | To be determined |
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| **Community needs inform funding** | Voluntary and community sector grants/ contract review will be completed to see who applied for funding, who was successful etc. | Apr-24 | N/A | Awaiting feedback from commissioning on the project |
| **Develop Dacorum 2025 and beyond EDI Strategy** | Define our strategy for EDI across the council | Dec-25 | A combined approach and focus to EDI across the council that will inform our action plan from 2025 and beyond | Internal workshops have taken place and work continues on the development of the strategy |