

**CHARITY GOVERNANCE CODE ASSESSMENT – PRINCIPLE 6 – EQUALITY, DIVERSITY & INCLUSION**

*Reviewed 24.02.2021 and 17.01.2022*

|   | <b>Current Status</b>  | <b>Suggested Action</b>  |
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| <b>6.4 Assessing understanding of systems and culture</b> |  |  |
| 6.4.1   | <p>The board analyses and can define how equality, diversity and inclusion are important for the charity, its context and the delivery of its aims.</p> <p>2016 HR Audit recommended staff surveys every 4 years to collect data to understand diversity of workforce and devise a plan for addressing underrepresentation. Data collected and presented to Board in 2019/20.</p> <p>2020 survey scheduled but replaced with a Covid Wellbeing survey.</p> <p>Feb. 2020 EDI workshop to agree the priority target areas and action plan. EDI plan published Oct 2021.</p> <p>Board acknowledge the challenge in collecting data.</p> | <p>Find resources and ways to effectively understand the needs and better capture the experiences of our users.</p> <p>Annual monitoring report to enable Board discussion on the data to:</p> <ul style="list-style-type: none"> <li>- Review progress on how EDI embedded across the organisation</li> <li>- Ensure that the Charity's people are representative of the local population and the Charity's beneficiaries.</li> <li>- Identify the gaps and plan how to address</li> </ul> <p>Status: AMBER</p> |
| 6.4.2   | <p>The board assesses its own understanding of equality, diversity and inclusion. It considers how this happens in the charity and identifies any gaps in understanding which could be filled by discussion, learning, research or information.</p> <p>Policy and action plan in place as a result of board discussion.</p>  | <p>Board involvement in updating action plan</p> <p>Board skills audit that looks at diversity, understanding of beneficiaries as well as skills</p> <p>Status: AMBER</p>  |

|       |   | Current Status  | Suggested Action   |
|-------|---|---|--|
| 6.4.3 | <p>6.4.3 The board regularly assesses:</p> <p>i. the charity's approach to equality, diversity and inclusion, using available data and, where applicable, lived experience</p> <p>ii. its own practice including:</p> <ul style="list-style-type: none"> <li>the diversity of trustees' backgrounds and perspectives in its regular board skills audit to identify imbalances and gaps</li> <li>any bias in trustee recruitment and selection</li> <li>where applicable, how the communities and people that the charity serves are included and centred in decision making</li> <li>how meetings and board information can be made more accessible and how to provide resources to support this</li> <li>how to create a meeting environment in which behaving inclusively is the norm, all voices are equal and trustees can constructively challenge each other</li> <li>how the board demonstrates inclusive behaviours in its decision making and how it engages with staff (where they exist), volunteers, members, service users and beneficiaries.</li> </ul> | <p>Annual HR data reporting (and included in new Trustee Induction Packs).</p> <p>Corporate Trustee appointed board members are elected councillors and currently represent the diverse communities they represent.</p> <p>Act of Parliament recognises Haringey Council as Corporate Trustee. Thus Board meetings are held publicly and documents published in accordance with Local Government Access to Information regulations. There is a procedure for deputations and questions from any member of the public.</p> <p>Co-opted and observer board members represent some of the community groups with an interest in the charity who sit on the Advisory and Consultative Committees but have no voting rights.</p> <p>Expanding stakeholder forum included in Governance Change &amp; Improvements Programmes.</p> <p>Board has invited Young People's Panel to present its manifesto at a future meeting.</p> <p>Relevant staff members invited to present papers to Board meetings as appropriate.</p> <p>Issue of tenure – elected every year – potentially could change every year.</p> | <p>Board skills audit to identify imbalances &amp; gaps and review of board level behaviours from an EDI perspective (rather than another set of behaviours).</p> <p>Board members to be included in EDI training.</p> <p>Boardroom behaviours protocol to be discussed and if appropriate, adopted.</p> <p>Board to discuss whether they would like further interaction with staff and volunteers.</p> <p>Raise with the Corporate Trustee and Political Groups to reflect diversity across the board, and ask the full council to bear that in mind when selecting board membership, subject to the constitution. <b>Action Chair to write concise message to Chief Whips and the Democratic Services Manager, asking to consider the need for stability, flagging it's a Charity with ££ turnover, suggesting a minimum term of office unless any reason not to or a performance issue – acknowledging would still need ratifying in annual council each year.</b></p> <p>March 2022 consultation with SAC/CC on appointing youth board members (Trustee Board in June).</p> <p>Status: AMBER</p> |

|   |   | <b>Current Status</b>   | <b>Suggested Action</b>  |
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| 6.4.4   | The chair regularly asks for feedback on how meetings can be made more accessible and how to create an environment where trustees can constructively challenge each other and all voices are equally heard.                             | <p>Encouraged informal dinner for board members without any staff present.</p> <p>Lead Trustee for EDI appointed.</p>   | <p>Resume annual board member dinners.</p> <p>More opportunities to talk on the phone.</p> <p>More pre-meetings of board members before meetings to anticipate any questions.</p> <p>After each meeting or separate session as a collective or additional agenda item / phone call between members to reflect on the meeting, papers received in time.</p> <p>Agree timings for information to be supplied for particular meetings that aren't under local governance Access to Information rules.</p> <p>Annual Board Performance review to include 1-1 conversations with the chair to talk about contribution in the year and to address any issues (including concerns of imbalances of power), monitor EDI approach, gaps in knowledge &amp; training.</p> <p>Include some of the above in the role descriptions so know it's ok for a future chair to give a call and ask after a meeting where something hasn't sat right/ or someone looked uncomfortable. Status: AMBER</p> |
| <b>6.5 Setting context specific and realistic plans and targets</b> |   |   |  |
|   |   | <b>Current Status</b>   | <b>Suggested Action</b>  |
| 6.5.1   | The board sets a clear organisational approach to equality, diversity and inclusion in line with the charity's aims, strategy, culture and values. This is supported by appropriate plans, policies, milestones, targets and timelines. | <p>12 June 2020 statement in response to BLM campaign on intention.</p> <p>Draft action plan set out including milestones.</p> <p>Appropriate policies in place. 2020 EDI policy replaces Equal Ops Policy in staff handbook.</p> <p>EDI Action Plan consulted on and summary published online.</p> | <p>Monitor as part of the Annual Board Performance Review</p> <p>Status: Green</p>   |

|   |  | <b>Current Status</b>   | <b>Suggested Action</b>   |
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| 6.5.2   | <p>The board uses the findings from its assessments to make context-specific and regularly reviewed plans and targets for:</p> <ul style="list-style-type: none"> <li>equality, diversity and inclusion training for board members</li> <li>inclusive boardroom culture, practices and behaviours</li> <li>board evaluation or training to address any power imbalances between trustees</li> <li>removing, reducing and preventing obstacles to people being trustees</li> <li>attracting a diverse group of candidates for new trustee roles and providing an inclusive induction for new trustees</li> <li>recruiting a diverse board that addresses imbalances and any gaps that have been found</li> <li>promoting inclusive behaviours and cultures to the wider organisation</li> </ul> | <p>The Charity's governance is an obstacle to recruitment as trustees are appointed by the Corporate Trustee (political groups), can change annually and does not allow for the open recruitment of trustees.</p> <p>The Charity has ambition to modernise the governance structure in the Governance Change Programme.</p> <p>Values – board working toward and did some work on board level behaviours to reflect values and given to new trustees on induction</p> | <p>To follow approval and publication of EDI action plan and board member skills audits and boardroom behaviours protocol in plan.</p> <p>Boardroom and culture: Board room behaviours protocol to be discussed &amp; adopted &amp; shared with Corporate Trustee and Whips so cognisant of our ambitions when considering the options</p> <p>Status: AMBER</p> |
| <b>6.6 Taking action and monitoring performance</b> |  |   |   |
|   |  | <b>Current Status</b>   | <b>Suggested Action</b>   |
| 6.6.1   | <p>The board ensures that there are appropriate arrangements and resources in place to monitor and achieve the organisation's equality, diversity and inclusion plans and targets, including those relating to the board.</p>  | <p>All Executive Leadership Team have EDI responsibilities written into their responsibilities post &amp; Board Members inputted into the EDI plan.</p>   | <p>Board committed to report back annually on progress and publish on website – half year update and annual report</p> <p>Status: AMBER</p>   |
| 6.6.2   | <p>The board creates and maintains inclusive cultures, practices and behaviours in all its decision making. It promotes and demonstrates inclusive behaviours and cultures to the wider organisation.</p>  | <p>EDI action plan and board values and behaviours.</p>   | <p>Review board level behaviours from and EDI perspective &amp; boardroom behaviours protocol to be adopted.</p> <p>Status: AMBER</p>   |
| 6.6.3   | <p>The board regularly monitors and actively implements its plans and targets established under 6.5.2.</p>   | <p>Board members fed into the EDI Plan which sets out milestones. Commitment to half year and annual performance and progress reports to Board.</p>   | <p>Establish targets/ actions &amp; review annually</p> <p>Status: AMBER</p>  |

|  |   | Current Status   | Suggested Action  |
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| 6.6.4  | The board leads the organisation's progress towards achieving its equality, diversity and inclusion plans and targets. It receives regular updates from the organisation including challenges, opportunities and new developments.  | Appointed a Lead Member for EDI.   | Half year and annual progress reports.<br><br>Status: AMBER   |
| 6.6.5  | The board periodically takes part in learning and/or reflection about equality, diversity and inclusion and understands its responsibilities in this area. It acts on any gaps in its understanding and looks at how board practice, culture and behaviour are affected by these gaps   |  | Rotation of EDI Champion role<br><br>EDI e-learning (or alternative) module for all board members<br><br>Ongoing learning and development to be discussed during the annual conversation with Chair – gaps in knowledge and any requirements or issues. Status: AMBER |
| <b>6.7 Publishing performance information and learning</b> |   |  |   |
|  |   | Current Status   | Suggested Action  |
| 6.7.1  | <p>The board regularly publishes:</p> <p>6.7.1.1 information on its progress towards achieving its equality, diversity and inclusion plans and targets, including challenges, opportunities and learning. This could include the:</p> <ul style="list-style-type: none"> <li>• charity's organisational approach to equality, diversity and inclusion in line with its aims, strategy, culture and values,</li> <li>• board's culture, practices and behaviours</li> <li>• board's composition and make-up</li> </ul> <p>6.7.1.2 its plans to tackle any organisational or board inequalities and gaps that have been identified.</p> | <p>Mission, Vision and Values are on our website, and include Open and Genuine. Composition and make-up of the board is available on Corporate Trustee website.</p> <p>May 2020 – Awarded Government's Disability Confident Committed Employer scheme<br/>October 2020 – Awarded silver level accreditation of the <i>Attitude is Everything Charter of Best Practice</i> for accessibility for deaf and disabled people. &amp; in 2021 staff trained to deliver training.</p> <p>Published commitment statement in June 2020 &amp; EDI Action Plan in Oct 2021.</p> | <p>Include in annual report</p> <p>Include statements to explain where we are not able to comply – e.g. open recruitment of board members on website.</p> <p>Ensure the board remain updated on next stages of certification.</p> <p>Status: AMBER</p>                |