



Minutes

Date: 28 June 2019

Time: 1.00 – 3.00pm

Venue: Southern Housing Group - Fleet House, 59-61 Clerkenwell Road, London, EC1M 5LA

Item	Minutes and actions	Action
1	Apologies & Attendees: see attached list	
2	<p>Previous actions and minutes</p> <p>Previous minutes agreed. Progress on actions:</p> <ul style="list-style-type: none"> • AW shared some general Stonewall guidance on Trans Policy with MT. • KSS waiting to hear back from Gendered Intelligence re future guest speaker. • Workshop notes from last meeting provided – KSS to circulate copy with minutes. • Discussed taking forward easy wins identified from previous workshop / producing an action plan for October meeting. AW offered to pull together a document setting out what people are already doing so we can borrow ideas from each other. National Inclusion Week is in September – all to share plans in advance. Something that engages residents in any way. • Next meeting is 23 October. Any suggestions for future topics to be sent to KSS. 	<p>ALL / AW</p> <p>ALL</p>
3	<p>Equality Impact Assessments (EIA) discussion / good practice</p> <ul style="list-style-type: none"> • Peabody had a backlog of EIAs post-merger so are doing them when they publish a policy. EIAs are not scrutinised when there is an IDA so don't worry about them too much. • A2Dominion focus has been more on policies. Looking at reviewing their framework / finding a better way to do them. A lot of people don't understand EIAs, and can take a tick box / cursory approach. They want to look wider than the protected characteristics. KSS is reviewing process at the moment and can share a draft. • Homes England have a framework and have used them recently with three office moves taking place. The EIA should take place before an event / policy is developed. They are working with their staff networks to check new offices are accessible in terms of physical needs. Their Health and Disability network looked at floor plans, care responsibilities and different working patterns. 	

	<p>Important to gather evidence. The form they use is very simple and they are updating their guidance so that anyone can use it.</p> <ul style="list-style-type: none"> • Southern are not sure their quality is where it should be. Want to provide support to people to carry out EIAs and find a less resource heavy way of quality checking. Also updating their guidance so that anyone can follow it. • One Housing – happens more within their care and support arm. • EIAs were legislation at one time but they are no longer compulsory, as long as you can show you are meeting the Public Sector Equality Duty. General public bodies do them but housing associations don't have to. All agreed that they are useful to do. Organisations do need to demonstrate compliance but you don't need a particular document such as an EIA to do it. • Discussed having a sign-off process in place, and KSS has held one hour workshops in previous organisations where you go through a live example. Aldwyck have used Inclusive Employers to provide EIA training to staff previously. • Discussed whether could combine with Data Protection Impact Assessment as well. Aldwyck made specific decision to keep them separate, and DPIAs are covered as part of project initiation process instead. <p>Action: To share EIA Frameworks</p>	ALL
4	<p>Cuckooing – discussion / best practice</p> <ul style="list-style-type: none"> • Cuckooing (a form of crime where drug dealers take over the home of a vulnerable person to use it for drug dealing) often affects people such as adults with learning disabilities, older people, drug users, single mums and people living in poverty. Notes provided to be circulated with minutes? • One Housing run 'A Thousand Doors' scheme which is a door knocking exercise they do coming up to winter. Staff go out and just knock and have a conversation – can find out things like their heating hasn't worked for a year or that they're not claiming what they're entitled to. It can uncover things like hoarding and safeguarding issues. • Discussed whether cuckooing should be covered by safeguarding policies. Clarion are doing Safeguarding training but it does not cover cuckooing. A2Dominion have a new Safeguarding Manager and will find out what they are doing. Swan deal with it as part of Safeguarding. There are lots of cases in Essex, particularly Basildon, linked to county lines. They get the message out to residents to keep an eye out for certain activity. They have internal estates teams with a low turnover who keep an eye out and spot when something is not quite right. They run a 'warm in winter' programme in different areas each year offering people the chance to speak to someone. Peabody have vulnerability flags and one of them is previous history of cuckooing. • Housing associations are there to provide the home, not all the support. Need to work closely with other agencies and supplementary services provided by voluntary and community sectors. Prevention is important – any sort of isolation puts people at risk. • Discussed whether safeguarding policies / procedures could include appendices of local authorities / community organisations / other groups to signpost to, but difficult to keep updated as can change regularly. 	

	<ul style="list-style-type: none"> Consider using 'Bright Sky' app for guidance and reporting domestic abuse. It is disguised as a weather app and contains the main national helpline numbers, and local support if you enter postcode. Includes things like how to identify if you're in an abusive relationship. LDG should do a tweet about this – volunteers needed to run the LDG Twitter account now Tara has moved on. <p>Action: Consider adding this topic back to the agenda later in the year. AW offered to pull together some best practice info if people share with her details of what they're currently doing.</p>	<p>ALL</p> <p>AW / ALL</p>
5	<p>Increasing Diversity in Organisations</p> <ul style="list-style-type: none"> JG at L&Q has proposed holding a workshop session concentrating on one or two particular things, putting together what our commitments are, what are each organisation's priorities, what would we be willing to do. We should make it wider than EDI reps, and include leads from areas such as Community Involvement, People etc. Agreed that it would be good to have two half day workshops, on same day, one focussing on staff and the other on residents. Discussed whether 23 October meeting could be adapted to fit this suggestion. AW to check whether Swan would be able to host at The Reach Community Hub. Southern Housing Group have also offered to host event. <p>Action: KSS to send details round to members once arranged.</p> <ul style="list-style-type: none"> A2Dominion currently working on a think piece about diversity and inclusion, covering things like: what terminology should be used / is preferred e.g. EDI, E&D, D&I; how should staff be involved; how can all the good work done in different areas be pulled together; should there be separate policies for staff and residents; why is data recorded / what is done with it; should there be targets for diversity / inclusion. They are in early stages of establishing a Steering Board including the Chief Executive. One Housing set up a 'One for All' group around 18 months ago. Mariam will be taking over from SL to lead on this. They have put together a robust action plan with the help of JG and AW. They worked closely with HR colleagues and Board is now 50% BAME and 50% female. They are in the middle of a transformation programme and their two priority areas to look at are ethnicity and gender. They have a high level of information missing about disability (60% not known). They now have talent development managers, career progression talks and better one to ones. Gender related issues are seen as ok to talk about but people can be uncomfortable talking about race. There are also issues with age – people can be seen as too young to be promoted, but if people are at a certain age and their career has not progressed, people question it. It's important to influence at the right levels. Example given of an Executive Sponsor of BAME network becoming more comfortable talking about race. Had a conversation with the co-chairs of the network about the Liam Neeson news story. They have a very diverse organisation but senior leaders are very white, and only one BAME person on Board. At an event they had comments about why there were no black faces on the stage. Talked about what happens after unconscious bias training – you're effectively asking senior leaders to make way for someone else to move up or in. 	<p>AW / KSS</p>

	<ul style="list-style-type: none"> Swan don't have targets but have a very diverse Board. The senior leadership is very stable so there has not been any turnover for years – need to use the opportunity when vacancies arise to increase diversity. Not all organisations are using the Rooney Rule for recruitment and it was suggested this can be picked up at the October workshop. Could possibly ask Steve Douglas, Chair of One Housing Group, to attend and speak. <p>Action: Onehousing to provide contact details or as SD re attending the event as a speaker</p>	SLT/ MS
6	<p>Staff Mentoring – HDN</p> <ul style="list-style-type: none"> Handout on CMI Level 5 Award in Coaching and Mentoring to be circulated with minutes. The Award has a very strong EDI element. Managers need to tell their staff about the staff mentoring scheme – don't make it too hard for people to apply. <p>Action: Moreen to find out what information is available on how people who have taken part in the staff mentoring scheme have progressed. Information is available informally, but not clear if formally / statistically recorded. Would be interesting to see how the job spec for the mentee has changed after taking part – if they have changed jobs, been promoted etc.</p>	MP
7	<p>HDN Update</p> <ul style="list-style-type: none"> HDN office has now moved to Bradford and is very central. It's located in the office of a housing organisation (one of their members). Moreen to provide feedback on what's happening at other regional diversity group meetings and look into setting up a joint event / phone conference between the groups. Handout update provided at meeting to be circulated with minutes. 	MP
8	<p>Homes England update</p> <ul style="list-style-type: none"> Their aim is to show leadership to the housing sector. They are doing workshops across the country at their offices on the gender pay gap. Not many people read the report as it clashed with year end. Want everyone to take ownership of actions, e.g. commit to having career conversations with staff at lowest grade. 70% of staff are women at the lowest grade. They have done three so far and four to go by end of July. Planning to do an event on National Inclusion Week (end Sep) and focus on everyday intersectionality. They are trying to get guest speakers for it. <p>Action: HE to invite LDG members to attend</p> <ul style="list-style-type: none"> Have taken part in a meeting with eight partners to talk about what they can do on ED&I. One possibility is working with the education sector and running a learning session for schools and universities. They introduced all the staff networks to each other so they are all now in contact. JW is leaving Homes England to become Diversity Lead at BT. He will pass on group details to whoever takes over from him. 	JW

	<ul style="list-style-type: none"> • Thank you Jerome from the LDG for being a value member of the group. We hope to see you at future meetings. <p>Action: JW could be invited back to a future LDG meeting to share what is going on outside the sector.</p> <p>Action: JW to send contact details of his replacement to KSS</p>	<p>KSS</p> <p>JW</p>
9	<p>Additional Item – Staff Networks</p> <ul style="list-style-type: none"> • Clarion Housing BAME network wants to reach out to other BAME networks and link up. At their conference in November they had a BAME stall but staff had to volunteer their spare time. Staff need to be given time to take part. They did see an increase in their membership numbers after the conference. They have over 4000 staff and around 50 members in the BAME network. They estimate around 800 members of staff are BAME but not all want to be actively involved, some are just curious. The network sponsor is the CEO. • They are also looking at using the network as a talent pool / for career progression and aim to give a presentation on their objectives. Some people have been through the HDN mentoring programme and then just went back to their day jobs. This has made enthusiasm low as people feel like nothing will happen at the end. They plan to support staff with their career development and help with things like LinkedIn Profile pictures. • UNIFY are still going and looking at redefining what’s different about them to the individual internal BAME networks. • One Housing have a supportive network for care and support staff who have had their own issues in the past. They have an LGBTQ+ network and have only just introduced a BAME network. They have chosen to use ‘Boldly Advancing Mobility Expectations’ to focus on career progression. They have a senior leader as their sponsor. • NHF are going to be working with BAME networks to come up with something similar to Women in Social Housing or House Proud. 	
10	<p>AOB</p> <ul style="list-style-type: none"> • HDN / BME National / NHF EDI conference - 17th Oct 2019, London • The Power of Staff Networks –Sent round guidance for people who wanted to start networks. <p>Action: Liz to share details.</p> <ul style="list-style-type: none"> • Question asked if anyone is doing anything around menopause. NHG are in the early stages of this with HR and will be developing a policy. They are focussing on helping managers to manage inclusively in all areas. Aldwyck held a Menopause Workshop one lunchtime and are looking at developing more support. <p>Action: To share with Holly/ LDG</p> <ul style="list-style-type: none"> • Suggested contact for Menopause Workshops / Training is Julie Dennis, who also works with Inclusive Employers. • Looking for volunteers to tweet from the London Diversity Group Twitter account @londondiversity. 	<p>LW</p> <p>ALL</p>

	Action: KSS to circulate login details to the group so anyone can tweet if they have something relevant.	KSS
11	Date of next meeting: <ul style="list-style-type: none">• 23 October 2019 - Times and Venue TBC	