

Appendix 2 - Key issues/actions arising from BAME Engagement Sessions in June 2020 and Progress made

Review Recommendations	We did:	We will do:
1. Review the Employee Covid-19 assessment to include living with extended families as a risk factor.	Reviewed the individual risk assessment to include a new category of considerations for personal living conditions. This included a specific reference to extended families. This has been consulted upon with trade unions and is available for all staff to use.	
2. Due to lack of awareness of the significant impact on BAME communities by none BAME employees, it is recommended that all staff are made aware of risks to BAME staff in respect to COVID-19, particularly as BAME employees are more likely to be frontline staff.	Communications were issued to the workforce regarding the risks of Covid. The information was strengthened by references of the disproportionate impact of Covid for BAME staff. Communications continues to be high on the agenda.	
3. A monitoring system is created to assess whether there is any disproportionate impact on BAME employees. The system would ascertain which groups are returning to the office and whether they are frontline or office based.	As part of return to work planning managers have been encouraged to hold sessions with staff, this included the production of a manager guide and presentation for re-induction back into the workplace. It included the specific reference to completion of the risk assessment referred to in point 1 above.	
4. Ensure BAME staff understand that they will not be treated unfairly because they are working from home in respect to redundancies, training and promotions.	This has been included in communication and reiterated as a council position for all staff in any temporary policies developed.	
5. Management Guidance is produced and training or support is delivered, to enable managers to assess the BAME section within the Employee COVID-19 assessment effectively.	Manager sessions have been developed and held. There was a low take up of this focus, so a new session was developed on “inclusive conversations” to address this point. The session is well attended and supports skill development beyond the completion of the risk assessment.	

Review Recommendations	We did:	We will do:
6. COVID-19 hotspots in Dudley are shared with all staff to help reduce staff anxiety.	A Covid dashboard has been developed and is now available to all staff and the community. It provides information and trends regarding borough hotspots for staff to use as part of their work planning.	
7. Ensure BAME staff involved in the engagement and others that did not partake are informed what action has been undertaken and that there is a general assessment in 3 months to assess what changes have come into effect and see if BAME staff anxiety has reduced.	Focussed communications were written and issued to staff. This has also included a follow up pulse survey including equality monitoring to identify further patterns, trends and gaps to undertake further work.	As part of wider planned engagement sessions there will be opportunities for staff to participate. These sessions are not Covid related therefore further work to reflect and touch base will be explored.
8. Recognise a range of cultural and diversity events by emailing staff on relevant dates, e.g. Black History Month, Eid, Diwali, Easter, Yum Kippur, International Women's Day, PRIDE and Disability Week.	<ul style="list-style-type: none"> • As part of planned approach to employee engagement HR&OD, CAPA and Health and Well-being now meet regularly to align campaigns. Work has been undertaken to source a diversity calendar, resulting in the decision to develop a Dudley edition – this has been scoped and is currently in development. • In addition, working with ICT a new interactive employee engagement calendar has been developed, this includes a range of cultural and diversity days, as well as national recognition days. • In addition, working with ICT we are developing a Dudley outlook calendar for all staff to import such days into the outlook calendar. 	Further work to establish workforce events will be developed to be embedded into an annual employee engagement programme.
9. Develop a Diversity & Cultural Awareness Handbook for Managers and staff illustrating Dudley's vibrant diverse community and identify key facts about different cultures and religions, ensuring it is relevant and inclusive.	This will form part of the work programme for the Corporate Equality & Inclusion Leadership Group and the Equality, Diversity and Inclusion resource to develop when in post.	No work has yet been undertaken on this recommendation.

Review Recommendations	We did:	We will do:
<p>10. Design and deliver competency based Diversity & Cultural Awareness training for managers, ensuring that the training is designed with managers.</p>		<p>As part of the L&D review there is further work required for specialist on-going training.</p> <p>EDI is being embedded into the development of the new leadership development programmes and mandatory training will be reviewed in due course.</p> <p>It is recognised that external expertise and financial investment is required to support this development.</p>
<p>11. Ensure all staff are fully aware of how they can gain PPE and that there is corporate oversight to ensure consistency.</p>	<p>Covid specific communications have ben established, including regular feedback and communication to staff and managers. This remains high on the agenda.</p>	

Review Recommendations	We did:	We will do:
Review data collected and published to meet the requirements of the specific public sector equality duties		
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14.		

Review Recommendations	We did:	We will do:
Workforce		
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20.		