**Draft Agenda**

**Kent Housing Group Equality, Diversity and Inclusion Group Meeting**

**15th May 2023, 1pm – 3pm**

**Microsoft Teams Meeting**

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| **Item** | **Responsible** | **Action/Decision** |
| Welcome and brief introductions | KHG Chair; all |  |
| Presentation on [Housing Diversity Network’s KHG Equality Diversity and Inclusion Baseline Report 2022](https://www.kenthousinggroup.org.uk/protocols/equality-diversity-and-inclusion-baseline-report-2022/) and its recommendations (summarised on page 2 of the agenda) | Mushtaq Khan, Chief Executive, Housing Diversity Network |  |
| Organisations to update on EDI actions/plans/hot topics and share good practice and ideas for joint working | All | Discussion |
| Discuss group Terms of Reference: -what does the group want to achieve;- frequency of meetings; - maintain as a safe space; - who else should be members.Select/invite Chair and Vice Chair for group | All | Agree to draft ToRConfirm Chair and Vice Chair |
| Suggestions for next meeting agenda. Next meeting suggested dates: 17th July pm or 20th July am | All | Decision on next agenda items, and next meeting dates |

**A summary of the general recommendations by HDN around improving EDI to members of KHG (see pages iii to vi in the** [**KHG EDI Baseline Report 2022**](https://www.kenthousinggroup.org.uk/assets/uploads/2023/04/HDN-KHG-EDI-Baseline-Report-Nov-2022.pdf) **for full recommendations):**

**Data**

Organisations should take steps to improve the collection and utilisation of data on:

- Customers

- Workforces

- Boards

*Pay Gaps -* Though gender pay gaps are generally well reported and analysed by organisations as per legal requirements, HDN encourage also gathering the relevant data to conduct other pay

gap analyses such as ethnicity and gender to determine any patterns or disparities which

require action.

**Diversity and Representation**

Improve representation of local communities and customer bases within organisations,

particularly in higher levels such as executive leadership and at Board level, and set specific

targets to monitor progress on this.

While some organisations who took part in this study had a good level of representation at

some or all levels within the business, it is important still to be vigilant and ensure diversity

and inclusion within the organisation is maintained.

**Local Collaboration**

Organisations should aim to work and learn together around EDI:

- There are examples of best practice found within this study, and we would encourage KHG

members to share and discuss good practices around EDI with one another regularly.

- Organisations would also do well to directly collaborate with one another around EDI, as

this improves capacity particularly for smaller organisations who are perhaps unable to

commit as much time or resources on their own

**Frameworks and Member Organisations**

To help improve EDI performance across organisations, considering memberships with

organisations like Housing Diversity Network will:

- Give organisations access to expert advice, tools and resources around EDI

- Provide opportunities to collaborate with, support, learn and gain best practice from other

members of the organisation (both regionally and across the country) who are leading in

areas of EDI

Commitment to various EDI charters or frameworks would also provide a level of guidance

in what organisations must do to maintain/improve EDI (for instance around specific areas

such as race or sexuality), as well as giving organisations something to hold themselves

accountable against.