



**HACKNEY MIGRANT CENTRE
EQUITY, DIVERSITY & INCLUSION (EDI) ACTION PLAN**

Our EDI vision:

- External: Everyone forms part of a society free from all forms of oppression and discrimination.
- Internal: HMC is an explicitly **anti-racist** organisation, and we recognise those who interact with HMC may experience different forms of discrimination in ways which **intersect**.

Our EDI objectives:

1. Foster an organisational culture that actively promotes equity, diversity, and inclusion (EDI) for all visitors, employees, volunteers, and trustees.
2. Establish and maintain a diverse and inclusive staff and leadership team that is representative of the communities we serve.
3. Embed equity, diversity, and inclusion principles into the development and implementation of our strategic aims.
4. Ensure that all service offerings are accessible, responsive, and tailored to meet the diverse needs of our visitors.

Action	Who is accountable?	Resources needed	Measure of success	Review date
<i>1. Foster an organisational culture that actively promotes equity, diversity, and inclusion for all visitors, employees, volunteers, and trustees.</i>				
Formation of EDI working group	Board/CEO/Volunteer & Participation Manager	Accessible meeting facilities	Formally establish an EDI working group; define the group's objectives	6 months

Creation of an EDI Action Plan	Board/CEO		Board signs off on EDI Action Plan (a working document) – <i>completed 5th February 2024</i> Positive feedback and engagement levels during any consultation phase, including with the EDI working group	6 months
Implement mechanisms for collecting and addressing feedback	Board / CEO/ Volunteer & Participation Manager	Data monitoring tool (i.e. questionnaire)	Yearly evaluation	1 year (2024/25)
Increase awareness and understanding of EDI principles through training	Board/CEO/Volunteer & Participation Manager	Specialist training (include in annual budget)	All employers, trustees, and volunteers to complete culturally competent EDI training (i.e. with Social Justice Collective)	1 year
Amend/update recruitment policies to require diverse representation in all recruitment panels	Board/Operations Manager/Volunteer & Participation Manager	Specialist training on EDI principles and bias mitigation, for anyone involved in recruitment processes (include in annual budget)	Increased diversity in recruitment panels and subcommittees Positive feedback from staff regarding the effectiveness of EDI training	1 year
Develop a language guide	Board/CEO/Volunteer & Participation Manager	Facilitated workshop with staff (i.e. The Black Curriculum; include in annual budget)	Workshop delivery	3 years

External EDI audit	Board/CEO/Operations Manager	Outsource (include in annual budget)	External EDI audit completed	3 years
Action	Who is accountable?	Resources needed	Measure of success	Review date
<i>2. Establish and maintain a diverse and inclusive leadership team that is representative of the communities we serve.</i>				
Set and achieve measurable targets for diverse representation in the board and leadership team	Board/CEO	Data monitoring tool (i.e. questionnaire) Review role descriptions and job adverts; identify and remove barriers	A majority of the leadership team and board is representative of the communities we serve	3 years
Action	Who is accountable?	Resources needed	Measure of success	Review date
<i>3. Embed equity, diversity, and inclusion principles into the development and implementation of our strategic aims.</i>				
Ensure that EDI principles are explicitly reflected in the organisational values	Board/CEO	Facilitated workshop with staff	Create, approve and implement new values	6 months
Ensure the EDI principles are explicitly reflected in the strategic plan.	Board/CEO		Approved new strategic plan	6 months
Ensure that EDI principles are explicitly	Board/CEO		Approved new mission, vision, values, and revised strategic aims	3 years

reflected in the mission, vision, and objectives.				
Action	Who is accountable?	Resources needed	Measure of success	Review date
4. Ensure that all service offerings are accessible, responsive, and tailored to meet the diverse needs of our visitors.				
Enhance feedback mechanism for visitors to provide input on services.	Board/Volunteer & Participation Manager	Data monitoring tool (i.e. questionnaire, telephone survey)	Increased satisfaction scores in visitor feedback; positive trends in service utilisation and effectiveness	1 year
Implement language-accessible resources and services to enhance accessibility	Board/CEO/Volunteer & Participation Manager	Funding (include in financial planning)	Language-accessible resources available on our website	3 years
Understanding participation in service design and delivery	Board/CEO/Volunteer & Participation Manager		Participation mapping exercise	3 years

Approved: February 2024

To be reviewed every 6 months
 Next review date: August 2024
 Review date(s):