

TRANSITION BRO GWAUN EQUALITY, DIVERSITY AND INCLUSION POLICY

Statement of Intent

- Transition Bro Gwaun (TBG) is committed to promoting equality, diversity and inclusion within our workforce, volunteers, trustees and core group, and to eliminating unlawful discrimination, as outlined in the Equalities Act 2010. (See appendix)
- Equal opportunities will underpin every aspect of TBG's operations and no one will be treated less favourably on the grounds of race, colour, nationality, ethnic origin, disability, political or religious beliefs, gender, relationship status, sexual orientation, language, HIV status, age or any other conditions or requirements which cannot be shown to be justified.
- TBG aims to create a culture that respects, values and includes diversity. We see each others differences as an asset to our work as they inform and improve our ability to respond to the needs of everyone within our community.

We recognise that discrimination can take one or more forms

- Direct discrimination – actively treating one person less favourably than another
- Indirect discrimination – applying a requirement or condition which applies equally to everyone but which, in practice, has an adverse impact on a particular group or set of individuals
- Institutional discrimination – the collective failure of an organisation to provide an equitable service to all sections of the community

Discrimination in any of these forms is unacceptable, regardless of whether there was any intention to discriminate or not.

Implementation and monitoring

TBG aims to make its work accessible to as wide a range of the public as possible and in order to achieve this will make every effort to :

- promote equality and diversity in its own practice and in its work with other organisations and individuals.
- promote maximum accessibility to activities, ensuring, wherever practicable, that barriers to participation are removed or reduced, e.g. using accessible premises, providing facilities such as induction loops, planning events to take account of the needs of people who do not use personal transport.
- ensure that the design of publicity and other written materials takes account of diverse needs
- monitor the work of TBG to identify which groups are under-represented and to explore what actions we might take to assist individuals from those groups to participate.

TBG will expect all volunteers, employees, trustees and core group members to be aware of their behaviour towards others. Everyone should be treated equally, appropriately, and with dignity and respect and people's feelings should be valued and respected. Language or humour that people find offensive will be actively discouraged e.g. sexist, racist, or homophobic jokes or terminology that is derogatory to someone with an impairment. Everyone should ensure that they do not behave in a way that could be regarded as harassment or bullying.

TBG's Duty to Volunteers

TBG's provision of volunteering opportunities and management of volunteers will be open and non discriminatory, in line with both this policy and the volunteer policy.

- Any equal opportunities grievances of volunteers who feel that they have received unfair treatment should be brought to the attention of the Trustees
- All volunteers must be informed about and have access to this policy and will be required to support it

TBG's Duty to Employees

Where TBG employs staff we will ensure that no employee will be treated less favourably because of the reasons given in the Statement of intent

- Recruitment interviews will adhere to this policy. Only questions will be asked which relate to the job and which are non-discriminatory.
- All employees will be treated equally with respect to pay and other conditions of their employment.
- Any equal opportunities grievances of individual employees or prospective employees who feel that they have received unfair treatment should be brought to the attention of the Trustees
- All staff must be informed about and have access to this policy and will be required to support it

Trustees and Core Group Responsibilities

Implementation and monitoring of this policy is the responsibility of the TBG Trustees and Core Group. They have a duty to establish and maintain an environment free from discrimination, harassment and bullying by

- Ensuring this policy will be accessible to all those involved in TBG and to supporters and any other interested parties.

- Ensuring that all TBG staff and volunteers know that direct or indirect discrimination or any form of harassment or bullying is unacceptable;
- Ensuring the mechanism for reporting incidents of discrimination, harassment or bullying is known, understood and can be accessed.
- Taking prompt action to stop harassment, bullying or discrimination as it is identified.
- Recording reports of discrimination, harassment or bullying and making sure that records are retained and reviewed to identify cumulative or systemic issues.
- Reviewing this policy at least every three years and ensuring other TBG policies also support TBG's commitment to equality, diversity and inclusion.

The Trustees and Core Group members will affirm their commitment to this policy and should aim to ensure their membership reflects a fair balance and representation of the local community.

Approved by: TBG Core Group	Date Approved: 2009	Reviewed October 2016 Reviewed and updated May 2024
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Appendix

In its employment practices and service provision Transition Bro Gwaun will take full account of the following legislation:

The Equality Act 2010

- Consolidates previous legislation. It is unlawful to treat somebody less favourably than another person because of a protected characteristic i.e.race; age; disability; gender reassignment; religion or belief; sex; sexual orientation; marriage and civil partnership; and pregnancy and maternity
- It is unlawful to discriminate against somebody because they associate with another person on grounds of age, disability, gender reassignment, race, religion or belief, sex ,sexual orientation
- It is unlawful to discriminate against somebody because others think they possess one of these protected characteristics: Age, disability, gender reassignment, race, religion or belief, sex ,sexual orientation
- It is unlawful to have a rule or policy that applies to everyone but disadvantages people with the following protected characteristics: Age, disability, gender reassignment, race, religion or belief, sex ,sexual orientation; marriage and civil partnership
- Employees can complain about behaviour that they find offensive even if it is not directed at them on the basis of the following protected characteristics: Age, disability, gender reassignment, race, religion or belief, sex ,sexual orientation
- Employers are potentially liable for harassment of their staff by people they don't employ on the basis of the following protected characteristics: Age, disability, gender reassignment, race, religion or belief, sex ,sexual orientation
- It is unlawful to treat somebody badly (victimisation) because they have made or supported a complaint or grievance under the Act (applies to all protected characteristics)

Rehabilitation of Offenders Act 1974

- Ex-offenders have certain employment rights if their convictions become 'spent', including not having to declare spent convictions and protecting them against dismissal or exclusion (with certain exceptions such as for those working with children).

Part-time Workers (Prevention of Less Favourable Treatment) Regulations 2000

- The regulations aim to ensure that part-time workers are not treated less favourably than comparable full-time workers, including having the same rates of pay and pro rata holiday entitlement.

Fixed-term Employees (Prevention of Less Favourable Treatment) Regulations 2002

- The regulations aim to ensure that employees on fixed-term contracts are treated no less favourably than comparable permanent employees, including having the same terms and conditions of employment.

The Asylum and Immigration Act 1996

This places a responsibility on employers to ensure that all employees are not in breach of immigration rules. It covers the checks that an employer must do to ensure that employees are eligible to work in the UK, checking passports, visas etc.