

Reviewed: December 2022

Lead Officer: Stacey Bonner - Resources Manager

## **CORNWALL NEIGHBOURHOODS FOR CHANGE EQUALITY AND DIVERSITY POLICY**

### **1. Purpose of this policy**

CN4C is committed to eliminating discrimination and encouraging diversity amongst our workforce, in our Board and in the delivery of services and activities. Our aim is that our workforce, volunteers and beneficiaries will be representative of all sections of society and that each employee, volunteer and beneficiary feels respected and valued.

CN4C is committed to promoting quality and equality in the delivery of its services and information on our policies and procedures are available on request.

To that end the purpose of this policy is to provide equality and fairness for all those who are employees, volunteers or beneficiaries and not to discriminate on grounds of sex, income, marital or civil partnership status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or belief, age, pregnancy or maternity or gender reassignment. We oppose all forms of unlawful and unfair discrimination.

#### **Our commitment:**

- To create an environment in which individual differences and the contributions of all our staff and volunteers are recognised and valued.
- All employees (whether part-time, full-time or temporary) and volunteers will be treated fairly and with respect.
- All staff and volunteers will be inducted in reference to the Ethical Practice Policy and will be required to adhere to it at all times.
- In regards to employees and volunteers selection, promotion, training or any other benefit will be on the basis of aptitude and ability and relevant procedures will be applied in full consistently.
- All employees and volunteers will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.
- No form of intimidation, bullying or harassment will be tolerated.
- We will regularly review all our practices and procedures to ensure fairness.
- Breaches of this policy will be regarded as misconduct and could lead to disciplinary proceedings.

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- This policy will be available to all staff, volunteers and members of the public on request. Staff and volunteers will be briefed during their induction on the contents of this policy, its implementation and its legal implications.
- The policy will be monitored and reviewed annually.

This policy is fully supported by senior management and the Board and has been agreed with employee representatives.

This policy will be implemented in accordance with the statutory provision laid down in the Equality Act 2010, the Equal Pay Act 1970 (EPA), the Sex Discrimination Act 1975 (SDA), the Race Relations Act 1976 (RRA), the Rehabilitation of Offenders Act 1974 (ROA) and the Health and Safety at Work Act 1974 (H&SW), the Statutory Code of Practice for Racial Equality in Employment 2006, the Employment Equality (Age) Regulations 2006 and the National Minimum Wage Act 1998.

## **2. Links to other policies**

Protection of Vulnerable Adults from Abuse and Neglect Policy

Ethical Practice Policy

Confidentiality & Data Protection Policies

Working with Communities Guidelines

Staff recruitment and CRB Policy

Age Discrimination Policy

Dignity at Work – Bullying and Harassment Policy

Recruitment of Ex Offenders Policy

Health and Safety Policy

Volunteer Policy

## **3. Associated Procedures**

Redundancy procedure

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Flexible working procedure

Capability procedure

Grievance procedure

Disciplinary procedure

### **Breaches of this policy**

Any suspected or actual breach of this policy should be dealt with in accordance with either the Grievance or Complaints Policies depending on which is appropriate in the given situation. The HR Manager can provide advice on this matter if required.