

# B1 Single Equality Policy

<b>Version:</b>	1
<b>Lead Officer(s):</b>	Operations Director
<b>Approved By:</b>	Board of Trustees
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## 1 PURPOSE AND SCOPE

The purpose of this document is to;

- State LDE's commitment to eliminate discrimination, harassment and victimisation and to promote of equality, diversity and anti-discriminatory behaviour in all aspects of its work.
- Demonstrate how LDE seeks to meet its statutory and regulatory obligations to ensure advancement of equality of opportunity, that its employment and service delivery practices are non-discriminatory and inclusive.
- Demonstrate how LDE seeks to meet its statutory and regulatory obligations to foster good relations, encouraging full citizenship and promoting Social Cohesion.
- Demonstrate how LDE will raise awareness on diversity issues for staff, volunteers and the people we support.
- Ensure that LDE acts in line with the Public Service Equality duty

This policy applies to all those who work for, or on behalf of LDE. These include the Board of Trustees, all employees, volunteers, and LDE Members, consultants, and contractors.

## **2 REFERENCE DOCUMENTS**

Equal Pay Act 1970  
Sex Discrimination Act 1975  
Race Relations Act 1976  
Disability Discrimination Act 1995  
Human Rights Act 1998  
Employment Equality (Sexual Orientation) Regulations 2003  
Employment Equality (Religion or Belief) Regulations 2003  
Employment Equality (Age) Regulations 2006

Equality Act 2010

In October 2010 the Government published the Equality Act. This Act has reduced nine major pieces of diversity legislation (identified above) and numerous other pieces of information around equality and diversity into one Equality Bill. The Equality Act sets out the personal characteristics that are protected by the law and the behaviour that is unlawful.

Supporting People Quality Assessment Framework  
4.20 Staff and Volunteer Anti-bullying and Harassment Policy  
D1 LDE Complaints Policy  
4.19 LDE Grievance Policy  
E3 LDE Whistle Blowing Policy  
4.23 Respecting Others Code of Practice

## **3 INTRODUCTION**

As an employer LDE has, , statutory obligations to promote non-discrimination and equality of opportunity.

This policy reflects both our own commitment as an organisation to these issues as well as the statutory requirements with which we will comply.

## **4 POLICY STATEMENT**

LDE's Single Equality Policy is based upon the following principles;

- (1) LDE will treat all individuals with dignity and respect.
- (2) LDE will not intentionally (or unintentionally) discriminate against individuals or harass them on the basis of the following characteristics (as set out in the Equality Act 2010);

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

In addition LDE extends this commitment to;

- HIV Status
- Carer status
- Class

(3) LDE will not harass or discriminate against employees, volunteers or Trustees on the basis of:

- Union or non-union membership
- Part-time, homeworking, temporary or fixed-term status

(4) LDE will not victimise an individual, i.e. treat them badly or less favourably, because they have provided information, made or supported a complaint or grievance relating to a breach of this policy.

*This policy applies to the several forms of discrimination and harassment recognised within the Equality Act 2010. These are detailed in Appendix 1: Definition of Discrimination and Harassment.*

These principles will apply to;

- The way in which LDE treats potential and current employees, volunteers, Trustees, LDE Members, and others with whom it works
- The way in which employees, volunteers, Trustees and LDE Members treat each other and others with whom they work
- Third parties such as contractors, consultants and others who undertake work on behalf of LDE



The only circumstances under which LDE may tolerate discrimination by or against an employee, volunteer or Trustee is where there is a specific legal exemption or genuine occupational requirement.

LDE is committed to promoting equal opportunities and valuing diversity. will actively seek to promote Equality and Diversity within the organisation by:

- Ensuring people receive culturally sensitive contact with us which recognises issues of discrimination as well as celebrating diversity.
- Recognising that certain groups and individuals are more likely to be discriminated against and committing to eliminate all forms of unfair discrimination.
- Appreciating differences in people and creating a culture that respects these differences.
- Positively encouraging applications for paid employment, volunteer and Trustee roles from people of all backgrounds, in order to represent all sections of the communities in which we work.

Wherever practicable, LDE will make reasonable appropriate adjustments to accommodate the requirements of employees, volunteers, Trustees, LDE Members arising from the characteristics listed above.

## **5 IMPLEMENTATION**

Implementation of this policy will be based upon specific actions designed to eliminate unlawful discrimination, advance equality of opportunity and foster good relations in everything we do – particularly in the areas of:

- Governance
- Staffing and employment
- Planning
- Policy development
- Partnership working
- Monitoring and evaluation

### **5.1 Policies and Procedures**

The principles of this policy, together with associated statutory and regulatory requirements, will be promoted and embedded in all relevant LDE policies and procedures.



## **5.2 Reporting and Monitoring**

The Board of Trustees will monitor the effectiveness of this Policy primarily, though via management reports, ensuring that appropriate action is taken to remedy any revealed shortfall in either this policy.

## **5.3 Dissemination**

All LDE employees, volunteers and members of the Board of Trustees will be made aware of this policy and the rights/responsibilities flowing from it via;

- Access to this policy
- Induction
- Core Training
- Supervision

External bodies or individuals engaged by LDE or with whom LDE works will be made aware of LDE's commitment to Equality and Diversity under this policy.

## **5.4 Compliance**

All LDE employees, volunteers and members of the Board of Trustees have a duty to act in accordance with this policy.

Failure to do so may result in formal disciplinary action being taken against them up to and including dismissal.

In engaging consultants or other temporary or part-time external person or agency, LDE will seek to ensure their commitment to equal opportunity in the delivery of their service, employment of staff, and use of volunteers.

## **5.5 Breach of Policy**

Current or prospective employees, volunteers, Trustees and LDE Members have a duty to inform LDE if;

- They feel that they have been discriminated against, harassed or victimised in breach of this policy or
- They have witnessed or become aware of breaches of this policy on the part of employees, volunteers, Trustees, LDE Members or other individuals/bodies with whom we work

## **6 RESPONSIBILITY**

The Board of Trustees has responsibility for the effective operation of this policy and compliance with relevant statutory and regulatory obligations.

Operational responsibility for implementation of this policy rests with the Operations Director.

## **7 REVIEW**

This document will be reviewed every three years, or earlier where;

- There are significant changes to legislation or regulatory requirements or
- There are found to be deficiencies or failures in this document in the light of circumstances

# Appendix 1: Definition of Discrimination and Harassment

For the purposes of this policy, LDE recognises seven types of discrimination (including harassment) consonant with those defined within the Equality Act 2010. These are:

## **Direct discrimination**

This occurs where someone is treated less favourably because of one or more of the characteristics specified in this policy.

## **Associative discrimination**

Is direct discrimination against someone because they are associated with another person who has one or more of the characteristics specified in this policy.

## **Discrimination by perception**

Is direct discrimination against someone because others think that they possess a particular characteristic specified in this policy.

## **Indirect discrimination**

Occurs where there is an (unjustified) rule policy or practice which applies to everyone but which disadvantages someone possessing a characteristic specified in this policy.

## **Harassment**

Is behaviour that is deemed to be offensive by the recipient. This is usually interpreted as unwanted conduct that has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment.

## **Harassment by a third party**

This is harassment of a LDE employee, volunteer, Trustee or LDE member by someone LDE does not employ (e.g. a contractor).

## **Victimisation**

Is where someone is treated badly because they have provided information, or have made or supported a complaint or grievance, concerning breach of this policy.