

Chopwell Regeneration CIO

Equity, Diversity and Inclusion Policy



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1. Policy Information

1.1 Scope of policy and definitions

This policy applies to:

- All paid staff
- Sessional workers working on behalf of Chopwell Regeneration CIO
- Volunteers
- The Board of Trustees
- Participants in activities run by CRG

Definitions (adapted from National Lottery guidance):

‘Equity’ is about fairness or making the playing field level. [‘Equality’ is about treating people in the same way as each other. However, if we treat everyone in the same way, funding programmes will not reach people in an equal or fair way. Therefore, this policy is about **equity** rather than equality.]

‘Diversity’ is about including various aspects of the differences between people. These differences include:

- race and ethnicity
- faith
- sexual orientation
- disability (including hidden disabilities)
- age
- gender.

‘Inclusion’ is about helping people feel valued. It’s also about making sure they can take part in decision-making processes.

All the agreed aims of the Chopwell Regeneration Group are about creating a fairer, more equitable community for our residents. They are:

- improving health and well-being
- improving educational opportunities
- facilitating inter-generational communication and relationship-building
- improving the local environment
- stimulating cultural growth in the village
- creating employment and skills-learning opportunities
- addressing the shortage of family housing.

These improvements will be led by the ideas and needs of the community.

1.2 Date approved by trustees:

20th February 2022

2. Introduction

2.1 Purpose of policy

The purpose of this policy is to enable Chopwell Regeneration CIO to:

- promote equality and diversity within all its activities
- prevent discrimination and harassment
- follow good practice
- comply with the law.

2.2 Policy statement

Chopwell Regeneration CIO welcomes the diversity of communities and recognises everyone has a contribution to make to society and a right to equal treatment and respect. We consider diversity to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for Chopwell Regeneration CIO too.

Chopwell Regeneration Group is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the work we do. CRG aims to be an inclusive organisation, committed to providing equal opportunities throughout our employment procedures, including in the recruitment, training and development of employees, and to pro-actively tackling and eliminating discrimination.

3. Principles

3.1 Introduction

Chopwell Regeneration CIO regards discrimination on any grounds as unacceptable and upholds the principles of The Human Rights Act 1998 and the Equality Act 2010.

3.2 Equality of Opportunity and Entitlement

Chopwell Regeneration CIO believes that everyone, regardless of their background, should have the same rights in respect of education and employment opportunities as others. Chopwell Regeneration CIO accepts that it has a duty to ensure that, as far as possible, no-one is prevented from enjoying these rights.

3.3 Consultation and Self Advocacy

In the programming, recruitment and evaluation of our work, Chopwell Regeneration CIO will encourage and enable the full participation of trustees, staff, volunteers and participants in the decision-making process.

3.4 Induction

All staff, volunteers and participants are offered a period of induction training within which this policy is brought to the attention of new recruits and it is ensured that all aspects of this policy are understood.

4. Recruitment and Selection

4.1 It is the intention of Chopwell Regeneration CIO that recruitment decisions are based solely on the relevant merits and abilities of candidates. Chopwell Regeneration CIO will therefore require that those involved in staff selection and volunteer recruitment do not discriminate, whether directly or indirectly, in the making of those decisions.

4.2 All applicants for posts with Chopwell Regeneration CIO shall be given as much clear and accurate information in advertisements, job descriptions and interviews as necessary to enable them to gauge their suitability for the post.

4.3 Recruitment literature shall not imply that there is a preference for one group of applicants unless this is relevant to the post and specific exemption from equality and diversity legislation has been sought.

4.4 Vacancies will be aimed at as wide a group of suitable candidates as possible.

4.5 All applicants and prospective volunteers shall be informed that the organisation operates an Equity, Diversity and Inclusion Policy.

4.6 The Staff or Trustees who conduct the recruitment interviews will be trained to take an unbiased approach regardless of the applicant's race, gender, marital status, sexual orientation, age, religion or any disability. Discrimination on the basis of work pattern (part-time working, fixed term contract, flexible working) which is unjustifiable will also not be tolerated. Questions relating to any of the above topics will not be asked at interview and candidates will only be asked questions which relate directly to the job or volunteering opportunity and are non-discriminatory.

We are committed to the fair treatment of our staff, potential staff or users of our services, regardless of offending background. We undertake not to discriminate unfairly on the basis of a conviction or other information revealed by a DBS certificate. We will only ask an individual to provide details of convictions and cautions that we are legally entitled to know about.

Having a criminal record will not necessarily prevent a candidate from working with Chopwell Regeneration Group. We undertake to discuss any former convictions with the person seeking the position before making a decision about employment. However, in making a decision, due regard will be given to the nature of the position and the circumstances and background of the offences. Any such decisions will be recorded and retained in compliance with the UK General Data Protection Regulation and Data Protection Act 2018.

5. Responsibility

5.1 Board of Trustees

The Board of Trustees recognises its overall responsibility for ensuring that Chopwell Regeneration CIO complies with its legal obligations.

5.2 Staff, Volunteers and Participants

All staff, volunteers and participants are required to read, understand and accept this policy.

5.3 Enforcement

If you personally feel you have been offended, harassed or upset by the behaviour of people in the organisation then you should speak, or write to the Chairperson or any trustee you feel comfortable speaking to. If you have observed behaviour that you believe contravenes this policy you should bring the matter to the attention of the Chairperson or any trustee. Harassment, ridicule and discrimination will be dealt with immediately.

6. Policy Review

6.1 Responsibility

The Chairperson has responsibility for carrying out the next review.

6.2 Timing

This policy will undergo review every 3 years, or sooner if trustees wish, or there are changes in legislation. The next review is scheduled for February 2025.