



## **Equality and Diversity Policy**

### **1. Our aim**

1.1 In carrying out its functions Malvern Hills Trust are committed to promoting equality of opportunity for all, and to ensuring that no individual is discriminated against in the planning and delivery of any of our activities.

1.2 We therefore aim to ensure that the values of equality, diversity, and respect for all are embedded into everything that we do.

### **2. About our policy**

2.1 This policy is intended to demonstrate our commitment to eliminating discrimination and encouraging and valuing diversity among staff, volunteers and Trustees.

2.2 We recognise our responsibilities under the Equality Act 2010, and are committed to meeting them in full. We believe that a culture that embraces equality and values diversity will help us to ensure that everyone feels involved and included in our plans, programmes and activities.

2.3 We aim to create an environment which respects and welcomes everyone, and in which no form of bullying, harassment, disrespectful or discriminatory behaviour is tolerated by anyone towards anyone. This particularly applies in relation to the “protected characteristics” named in the Equality Act 2010<sup>1</sup>.

### **3. Our responsibilities**

3.1 We understand that for equality to be achieved this policy needs to be made understandable to, and embraced by staff, volunteers and Trustees.

3.2 This policy will be subject to agreement with any trade union which staff choose to join or to which they belong. The policy has been agreed by our Board of Trustees.

3.3 All staff, volunteers and Trustees have a responsibility to ensure that their own language and actions are consistent with the spirit as well as the contents of this policy.

3.4 Overall responsibility for the implementation of this policy lies with the CEO and our Board of Trustees.

### **4. Our commitments**

4.1 We recognise that an Equality and Diversity Policy alone is not enough to ensure that equality and diversity are central to everything that we do.

4.2 We will seek to create an environment in which diversity and the contributions of all staff, volunteers and Trustees are recognised and valued in all that we do. In this way we hope to provide an example of good equality practice and promote community cohesion within our community.

4.3 In introducing this policy we recognise that many people are unfamiliar with the ways in which discrimination and disadvantage affect people’s health, well-being and quality of life. We will therefore support people to develop equalities awareness and understanding.

4.4 To ensure that we are meeting the aims and the spirit of this policy we will:

- a) Discuss and review how well we are implementing this policy, and adjust our practices and develop a rolling action plan where necessary
- b) Assess any significant new or revised policies and procedures for their impact on equality
- c) Embed equality and diversity into our development plans
- d) Ensure our employment practices and procedures are consistent with the aims of this policy.
- e) We are committed to:
  - using accessible venues for events and meetings;
  - using plain English, and offering accessible communications, for example, emails, letters, reports and publicity materials in suitable format as far as it is within our means to do so.

## **5. Review and Action**

5.1 We recognise that it is important for us to regularly review this policy to ensure that it reflects up to date equality legislation and best practice.

5.2 A review of our Equality and Diversity Policy will be carried out on an annual basis as a minimum and any necessary actions taken.

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<sup>1</sup>Age, disability, gender reassignment, marriage & civil partnership, maternity & pregnancy, race, religion or belief, sex and sexual orientation.

**January 2017**