

## EQUALITY AND DIVERSITY POLICY

Job Title	HR Director
Ratified by forum & date	
Implementation date	January 2013 review, January 2011 (updated Equality Act) Original content: October 2004
Review date	July 2016 (under review – current policy still in force)

## **Equality and Diversity Policy Statement**

### **1. Supporting Policies and Procedures**

Age and the Workplace Policy  
Anti-Social Behaviour Policy and Procedure  
CHS Group Vision, Mission and Values  
Code of Conduct – Board and Committee Members  
Code of Conduct – Employees  
Confidential Reporting Policy and Procedure  
Dignity at Work Policy  
Diversity Strategy  
Disciplinary Policy and Procedure  
Gender Re-assignment Policy  
Grievance Policy and Procedure  
Harassment Policy and Procedure (Customers)  
Recruitment and Selection Policy  
Religion or Belief and the Workplace Policy  
Sexual Orientation and the Workplace Policy  
Training and Development Policy

### **2. Why does The CHS Group have an Equality and Diversity Policy Statement?**

- 2.1 The CHS accepts that within the communities that it operates groups or individuals may have been disadvantaged and that some may not have attained equality of opportunity. CHS is committed to valuing diversity within its customers, employees and other stakeholders and this policy statement forms its declaration of intent
- 2.2 CHS fully supports the ethos of the Equality Parliamentary Statement of October 2003, which states 'a fair and prosperous Britain must provide opportunity for all - thriving societies and economies are based on strong, cohesive communities where diversity is celebrated and discrimination tackled'
- 2.3 CHS endorses the Equality and Human Rights Commission's Code of Practice in rented housing and is committed to achieving best practice in the field of equal opportunities
- 2.4 CHS recognises that it has a role to play in reducing the disadvantages that people experience, by making its services more responsive to individual and community needs
- 2.5 CHS values the diversity of the communities that it operates within and wants its services, facilities and resources to be responsive to their needs and accessible

- 2.6 CHS recognises that its ability to meet the needs of individuals and communities is improved by having a diverse workforce which reflects the diversity of the local communities within which it operates and which has a range of skills and competence to better enable CHS to achieve its objectives

### **3. Policy Statement:**

- 3.1 CHS is intent upon providing equality of opportunity for all in all the services it provides, irrespective of disability, race, colour, ethnic or national origin, class, appearance, religion or belief, HIV/aids status, age or perceived age, gender, gender re-assignment, trans-gender status, marital or civil partnership status, part-time or shift workers, responsibility for dependents, unrelated criminal activities, or sexual orientation. CHS contends that it is morally wrong to hinder equality of opportunity and wishes to promote awareness of the legal requirements of a number of Acts of Parliament and Employment Regulations
- 3.2 Diversity is not just about race and ethnicity, but about all of us and our range of identities. CHS believes that it should be about each and everyone of us being recognised as an individual and responded to accordingly, without discrimination. Diversity does not advocate that we rid ourselves of our prejudices but that we recognise them, understand how they impact on us and the people we use our prejudices against and to endeavour to change them. CHS believes that we should not be closed to prejudice, but be equipped to challenge it.
- 3.3 CHS wishes to ensure, through the adoption of its Equality and Diversity Policies and Procedures, that its customers and employees have confidence that they will be treated with respect and dignity throughout their association with CHS and that they can trust that CHS will challenge inappropriate behaviours amongst its stakeholders
- 3.4 CHS has policies and procedures in place, which support the statements within this Equality and Diversity Policy and is continuously working towards achieving equality of opportunity and recognising diversity within all areas of its work. CHS will regularly monitor all aspects of its work and will take action to redress areas of imbalance
- 3.5 Employees and Board Members of CHS have a responsibility to treat others with respect and dignity – if an employee or Board Member has been found to have acted in a discriminatory manner, appropriate disciplinary procedures will be applied
- 3.6 If an employee believes they have been subject to discrimination in the CHS's employment practices, which is in direct conflict with our commitment to equality of opportunity and diversity, they should raise the issue with their line manager or register a complaint through the agreed grievance procedure
- 3.7 CHS recognises its duty to use its best endeavours to allow all residents to enjoy the peace and comfort of their homes free from any kind of harassment. It has a policy and procedure for dealing with acts of

harassment and a specific clause in its tenancy agreement ensures that residents are aware of their rights and responsibilities

- 3.8 CHS is committed to a policy of fair housing to ensure that all groups and individuals have access to its properties and services and that groups and individuals are treated equally when they become residents
- 3.9 In addition to specific policies in areas of equality legislation, CHS will work hard to ensure that equality and diversity are mainstreamed into the policy frameworks it works within
- 3.10 In addition to fulfilling its statutory responsibilities to promote equality and diversity in all of its activities, CHS is committed to developing an organisational culture which values people from all sections of the community and the contribution each individual can make to its work – to support that commitment CHS aims to:
- Develop services to achieve equality and diversity in all its activities
  - Have a workforce and Board that reflect the composition of the communities it operates within
  - Understand how valuing diversity can improve its ability to deliver better services
  - Actively consult and involve its customers to define and implement agreed organisational goals
  - Provide all employees with the training and development they need to enable them to achieve organisational goals and challenge inappropriate behaviours
  - Provide a supportive, open environment where all employees have the opportunity to reach their full potential
  - Ensure that employees are paid equitably for work of equal value regardless of their gender
  - Listen to customers and actively involve them in the development of services
  - Involve customers and employees in the development of this organisational culture
- 3.11 In order to fulfil this commitment to equality of opportunity and diversity, CHS has a Diversity Review Group, led by the HR Director and consisting of Heads of Business Stream with responsibility for service provision.
- 3.11a The function of this group is to develop appropriate diversity performance monitoring processes, review progress against agreed diversity targets and take actions to address issues identified.

- 3.11b The Heads of Business Stream involved in this group are responsible for delivering the monitoring information required by the HR Director and taking the agreed actions to improve CHS's position in terms of equality and diversity issues and continue to be accountable to the Director of their business stream for their overall performance and contribution.

#### **4. Acts of Parliament and Employment Regulations:**

The following Acts of Parliament and Employment Regulations underpin CHS's commitments to equality of opportunity and diversity

- The Equal Pay Act (1970)
- The Race Relations Act (1976)
- The Human Rights Act (1998)
- The Race Relations Amendment Act (2000)
- The Equal Pay Act (Amended) (2003)
- The Gender Recognition Act (2004)
- The Civil Partnership Act (2005)
- Employment Equality (Sex Discrimination) Regulations (2005)
- The Race & Religious Hatred Act (2006)
- The Equality Act 2010



- ✓ CHS is pleased to have been awarded the Positive about Disabled People Standard – this standard is a recognition given by Jobcentre Plus to employers who have agreed to meet five commitments regarding the recruitment, employment, retention and career development of disabled people