

ROTARY SCOTLAND SOUTH CHARITY FOR HOPE

Equality, Diversity and Inclusion (EDI) Policy

1. Purpose

1.1 Statement of Intent

Rotary Scotland South Charity for Hope is committed to promoting equality, fairness and respect. We aim to create an environment where diversity is recognised, valued and celebrated. We will provide equal opportunities for all Trustees, volunteers and helpers to develop and to fulfil their potential. We will engage fully with our diverse society.

We will take care to assess the impact of our policies and their implementation on race, colour, nationality, ethnic or national origin, religion and belief, gender, gender reassignment, disability, sex or sexual orientation, marriage and civil partnership, pregnancy and maternity and age equality. These are the 'Protected Characteristics' contained in the Equality Act 2010, and they also correspond broadly with the headings under which citizens are legally protected from discrimination in employment and other aspects of participation in society, in equality legislation. This policy is to be linked with the Rotary GB&I Dignity Policy (rev. April 18) as approved by General Council in November 2017 (D. GC 2017/18:18).

1.2 What is Diversity?

When people think of diversity, they may think first of ethnicity and race and then gender. However, diversity is much broader than that. Diversity includes, but is not limited to: age, ethnicity, gender, gender identity, physical abilities or qualities, race, sexual orientation, educational background, geographic location, income, marital status, partnership status, religion or belief, parental status, caring responsibilities and work experience. Diversity management can be broadly defined as accepting, valuing and getting the best from all individuals whatever their group or individual differences such as communications style, career or vocational experiences and other factors.

We accept that every individual has a right to their own success and a responsibility to the success of the team. They have a right to celebrate individuality and a responsibility to conform to the team's policies, ethos and codes of behaviour.

1.3 What is Discrimination?

Rotary Scotland South Charity for Hope is committed to maintaining an environment which is free from discrimination and harassment of other people including current or prospective Trustees, volunteers and helpers and employees. The following forms of discrimination are prohibited under this policy and are unlawful:

- Direct discrimination: treating someone less favourably because of a Protected Characteristic.
- Indirect discrimination: a provision, criterion or practice that applies to everyone but adversely affects people with a particular Protected Characteristic more than others and is not justified.
- Harassment: this includes sexual harassment and other unwanted conduct related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them.
- Victimisation: retaliation against someone who has complained or has supported someone else's complaint about discrimination or harassment.
- Disability discrimination: this includes direct and indirect discrimination, any unjustified less favourable treatment because of the effects of a disability, and failure to make reasonable adjustments to alleviate disadvantages caused by a disability.

2. Policy

Rotary Scotland South Charity for Hope is committed to providing excellent diversity and equality of opportunity. Rotary Scotland South Charity for Hope objectives are to promote and develop diversity initiatives with a view to matching and, if possible, improving on best practice. It endorses relevant programmes of action and codes of practice on all aspects of diversity.

Rotary Scotland South Charity for Hope aims to provide an environment where we will:

- Encourage Trustees, volunteers and helpers to recruit membership that reflects, at all levels, the diversity of the communities where they operate and of society as a whole.
- Treat all our Trustees, volunteers and helpers and outside contacts with dignity and respect
- Provide our Trustees, volunteers and helpers with the opportunity to develop and realise their full potential.
- Take positive action to secure equality of opportunity.
- Ensure that our recruitment, selection, and Rotary career progression processes are fair, objective and free from bias or stereotyping.

- Endeavour to ensure that our members deliver excellent service to their respective diverse communities.

2.1 Objectives

Our diversity and equality objectives are focused on three key areas:

2.1.1 Service – we will:

- Strive to review all our services from the perspective of the EDI principles to ensure they meet the differing needs of individuals and groups.
- Provide clear information about Rotary Scotland South Charity for Hope services in ways that are accessible and meet the community needs.
- Monitor the physical features of our premises to consider whether they might place anyone with a disability at a substantial disadvantage. Where necessary, we will take reasonable steps to improve access. If we consider a particular adjustment would not be reasonable we will explain our reasons and try to find an alternative solution where possible.
- Consult with different groups on service needs and provision.
- Monitor and evaluate services to ensure that they do not unfairly discriminate.
- Ensure equal access to the Rotary Scotland South Charity for Hope complaints procedure.
- Assess our policies, functions and practices to consider their impact on equality in line with legal requirements and best practice policy.

2.1.2 Recruitment and Retention – we will:

- Encourage Trustees, volunteers and helpers to recruit individuals that represent the makeup of the regional population.
- Monitor the selection process to ensure it is free from discrimination and openly accountable. Any information provided in this respect is voluntary and will not adversely affect an individual's chances of recruitment or any other decision related to their membership or employment.
- Review and monitor all other policies and procedures to ensure that they do not inadvertently allow unfair discrimination to occur.
- Ensure that access to information, procedures and records is as open and transparent as possible.
- Encourage members to provide a safe and accessible environment, which values and respects individuals' identities and cultures.
- Encourage a culture and environment free from discrimination and harassment.

- Develop a culture which encourages Rotary networks to share best practice and provide specific support to diverse groups.
- Assess our policies, functions and practices to consider their impact on equality in line with legal requirements and best practice policy.

2.1.3 Working in Partnership – we will:

- Work with others in partnership to endeavour to provide an environment free from unfair discrimination and harassment.
- Encourage others to adopt this policy.

2.2 Who is responsible for this policy?

Responsibility for this policy, including regular review of this policy, has been delegated to the Rotary Scotland South Charity for Hope Trustees.

This policy will be reviewed regularly by the Rotary Scotland South Charity for Hope Trustees. If you have any questions about the content or application of this policy, you should contact the Board Secretary (secretary@rotaryhopescot.org) of the Rotary Scotland South Charity for Hope.

3. Breaches of this policy

The Rotary Scotland South Charity for Hope Board will take a strict approach to breaches of this policy. Complaints should be reported in accordance with the Rotary Scotland South Charity for Hope Complaints Policy and will be treated in confidence and investigated as appropriate. There must be no victimisation or retaliation against those who complain about discrimination.