



EQUAL OPPORTUNITIES AND DIVERSITY POLICY

Updated

July 2018

1. THE EQUAL OPPORTUNITIES POLICY

- 1.1. The Equal Opportunities Policy is intended to cover all areas of operations within EMSH. The principles in this policy are applicable to the activities of all staff, Board members and the EMSH as an organisation.
- 1.2. In recognition of the EMSH's commitment to equal opportunities, this policy will be reviewed annually. The Board members are responsible for any acts of discrimination by the Board, Staff or Associated organisations and as such aims to prevent and eliminate discrimination.
- 1.3. The day to day responsibility of ensuring equal opportunities is maintained is delegated to the Director. The Director retaining the overall equalities remit.

2. EQUAL OPPORTUNITIES AIMS

- 2.1. EMSH aims to ensure that it provides equal opportunities:
 - 2.1.1. In the services it provides to residents, applicants, clients and to members of the public.
 - 2.1.2. In any events or activities EMSH is responsible for providing.
 - 2.1.3. In its recruitment and employment of staff
- 2.2. EMSH aims to ensure that no person is treated less favourably than any other person or group of people applying for housing, employment or work on the grounds of their gender, marital status, family circumstances, employment status, disability, race, colour, ethnic or national origin, nationality, age, religion or sexual orientation

3. EQUAL OPPORTUNITY LEGISLATION

- 3.1. EMSH is committed to the implementation of good practice throughout the organisation and is committed to the provisions of the various Equal Opportunities legislation, Codes of Practice and Guidance Notes.
- 3.2. The legislation that this EMSH policy complies with is The Equality Act 2010, which harmonised and replaced previous legislation. Details of the main

points for this and other relevant legislation and how they impact on EMSH in terms of equal opportunities is as follows:

3.2.1. The Equality Act 2010 This Act covers age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity. It also covers direct and indirect discrimination, discrimination by association, perception discrimination, harassment, third party harassment and victimisation.

3.2.2. Human Rights Act 1998 Act now extends to the right to peaceful enjoyment of possessions and protection of property, freedom of thought, conscience and religion and prohibition of discrimination in the enjoyment of convention rights.

4. ORGANISATION ARRANGEMENTS

4.1. To help fulfil its commitment to Equal Opportunities EMSH will collect and monitor appropriate information in relation to:

4.1.1. Housing applicants

4.1.2. Employment (including advertising, requests, interviews)

4.1.3. Current Racial Profile (including tenants, employees, shareholders, Committee members)

4.2. The board will be presented with an annual statistical report based on the above.

5. RESPONSIBILITY OF THE EMSH

5.1. EMSH will seek to provide sufficient and appropriate information to residents and other customers by a method that ensures information is available regardless of disability or impairment.

5.2. EMSH will seek to ensure that information about allocation procedures is easily available, and that decisions about access to the EMSH register and the allocation of property is made solely on the basis of housing need. (Please refer to Allocation policy)

- 5.3. Agreements with other partner organisations - EMSH will seek to ensure that outside parties involved in housing agreements comply with EMSH's own standard, as a minimum, regarding equal opportunities.
- 5.4. EMSH ensure that public funds are not used to promote practices that may be based on discrimination.
- 5.5. EMSH actively promotes its involvement in networking and supporting local community groups and encourages the promotion of equal opportunities in all forms.
- 5.6. Harassment and Grievance - EMSH has implemented a Harassment Policy and Complaints Procedure to respond to complaints of any nature.
- 5.7. Confidentiality EMSH will seek to ensure that the staff and management committee members observe the Code of Conduct in terms of confidentiality and in relation to personal information regarding tenants, clients, staff, Committee Members and others, regardless of their circumstances, status or any other factors.
- 5.8. Health and Safety - The Association has implemented a Health and Safety Policy to ensure that everyone is equally informed and aware that their health and safety needs are given fair and equal consideration.
- 5.9. Training EMSH will facilitate training for staff and board members in order to recognise the importance of equal opportunities and, where necessary, provide additional training for staff that recruit, select and train employees.

6. EMPLOYMENT

- 6.1. EMSH will seek to ensure that all individuals will be treated fairly and equally and any decisions on staff development, recruitment and selection will be based on the essential job evaluation and criteria. EMSH is a recognised 'Positive about Disabled People' user which demonstrates our commitment to good policies and practices in the employment with people with disabilities.

6.2. EMSH's recruitment process is detailed in the Recruitment & Selection Policy which guards against unfair discrimination and covers job evaluation, job description, job specification, advertising, short listing, interviewing and offers of employment.

7. DISSEMINATION OF POLICY

7.1. To maximise awareness, this policy is distributed to all employees, Contractors and Consultants, it is displayed in the EMSH office. It will be available on request, free of charge, to any member of the public. This policy is available in type talk and large print

8. MONITORING & REVIEW

8.1. The monitoring of equal opportunities is delegated senior managers and findings presented to board members. This policy is reviewed and adopted annually.