



Cadwyn Equality Policy

The overall aim of this policy is to ensure that our actions mirror our determination that we reflect the communities in which we work, and that access to homes, services and procurement opportunities are available to everyone.

We are committed to treating people fairly so that everyone has equal access to services, and to ensuring that no-one is discriminated against, harassed or victimised on the grounds of:

- age;
- disability;
- gender reassignment;
- marital status;
- pregnancy and maternity status;
- race;
- religion or belief;
- gender;
- sexual orientation; or
- caring responsibilities.

Cadwyn's Equality and Diversity Statement

We believe it is essential to treat everyone fairly, and with dignity and respect.

We believe that everyone matters, and we actively promote equality, diversity and fairness.

We embrace people with diverse backgrounds, skills and cultures.

We are an inclusive organisation.

We want you to feel that:

- you are valued as an individual and treated with respect
- you get fair access to our services
- we make reasonable adjustments, where we can, to meet your needs,

Working to the commitments contained in our policy we will positively promote equality and diversity in all areas of our work; we will challenge and not tolerate behaviour which does not accord with Cadwyn's values of respect, fairness, honesty and kindness.

We believe that everyone has an individual role to play and that we benefit from the unique contributions that different people can make.

We will not condone behaviour which is abusive or offensive; any such behaviour will be regarded seriously and may lead to disciplinary proceedings.

Cadwyn has a zero-tolerance approach to hate related abuse.

We want to make sure that our services are accessible and fair for all of our customers, collecting information about our customers to ensure that we do what matters to them and accommodate their needs and preferences.

Our aim is that all our employees, job applicants, residents, housing applicants, Board members and other agencies and partnerships feel valued and respected and are encouraged to participate and contribute.

If you feel you have been unfairly treated, contact us – you can use the complaints/grievance procedure or contact a member of staff that you're happy to talk to.

Objectives

To achieve our aim, we will:

- Integrate equal opportunity principles into all aspects of our organisation and service delivery.
- Engender a culture that recognises, welcomes and respects diversity.
- Establish and maintain systems that ensure our aims are achieved.
- Ensure that governance arrangements reflect the communities in which we work.
- Demonstrate our commitment to customers.
- Expect all partners to demonstrate their commitment.
- Ensure that our Recruitment and Selection practices take full account of equality and diversity requirements as outlined in the Equalities Act 2010 and that discrimination of any kind does not exist
- Ensure that Board members, staff, and all those who work with us receive training to understand and implement this policy.
- Train all staff in equality and diversity; both during the initial induction period and on a regular basis thereafter, i.e. refresher training every 2 years.
- Communicate in the languages and formats requested by people who use our services.
- Treat harassment and discrimination as disciplinary matters.

These objectives will be monitored on a regular basis by the Leadership Team, including consideration of data and feedback obtained from staff and tenants and reported on an annual basis to the Governance, Equalities and HR Committee.

We will develop an Equality & Diversity Strategy and action plan by 7th April 2021 - that will underpin this policy, and which will reflect the requirements of the Equality Act 2010.

We will undertake Equality Impact Assessments as part of our Equality 'toolkit', to ensure that potential discrimination is eliminated from our policies, procedures and working practices.

This Strategy will include specific Key Performance Indicators (KPI's) in relation to Equality and Diversity for the organisation and will be reported on a quarterly basis to the People Committee.

As our Equality and Diversity Strategy develops and E&D becomes embedded within the culture of our organisation, we will consider External Accreditations that may be appropriate for our organisation, to reflect and promote our commitment to E&D, i.e. Disability Confident, Stonewall etc.

Our Statutory Obligations

General Equality Duty

Under the General Equality Duty, we have specific obligations to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

We will have due regard in relation to:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

We recognise the following forms of discrimination as identified by the Equality Act 2010:

Direct Discrimination: Treating one person less favourably than another person because of a protected characteristic. (Example: Refusing to provide housing advice to someone because of their sexual orientation.)

Indirect Discrimination: This occurs when there is a rule, policy or way of doing things that has a worse impact on someone with a protected characteristic than someone without one, when this cannot be objectively justified. (Example: A housing association has a policy of reminding tenancy applicants of forthcoming appointments by telephone. This puts deaf people who cannot use the telephone at a disadvantage, as they do not receive a reminder of their appointment.)

Harassment: This occurs when a person engages in unwanted conduct which is related to a protected characteristic, and which has the purpose or the effect of violating the dignity of another person, or creating for that person an intimidating, hostile, degrading, humiliating or offensive environment. (Example: A customer in the reception area overhears a staff member making racist comments. This is harassment as it creates an intimidating, degrading and humiliating environment and violates the customer's dignity.)

Harassment by a third party: Employers are potentially liable for the harassment of their staff or customers by people they do not themselves employ (Example: harassment by a contractor.)

Victimisation: This occurs when someone faces discrimination because she or he has made an allegation of unlawful discrimination or because she or he has assisted or supported a complainant. (Example: Refusing to consider someone for promotion because they gave evidence on behalf of a colleague who made a complaint of

unlawful sex discrimination.)

Associative discrimination: This is direct discrimination against someone because they are associated with another person who possesses a protected characteristic.

Discrimination by perception: This is direct discrimination against someone because others think that they possess a particular protected characteristic. They do not necessarily have to possess the characteristic – just be perceived to possess it.

Responsibility

It is the responsibility of the Board to ensure that Cadwyn complies with both the legislation and the Regulatory Framework.

Every employee and volunteer have personal responsibility for the implementation of (and compliance with) this Equal Opportunity Policy.

Contractors and Service Providers are subject to the Code of Conduct for Workman and Service Providers.

References

Impact Assessment on key Cadwyn Policies

Welsh Language Scheme (October 2011)

Dignity at Work Policy

Legal Provisions

- Equality Act 2010.
- Employment Equality (Age) Regulations 2006.
- Equal Pay Act 1970 and 1983.
- Rehabilitation of Offenders Act 1974.
- Asylum and Immigration Act 1996.
- Gender Recognition Act 2004.
- Racial and Religious Hatred Act 2006.
- Human Rights Act 1998.

Where appropriate, we will also comply with the relevant Codes of Practice and Guidance including:

- Commission for Racial Equality's Code of Practice for Racial Equality in Housing.
- EHRC – Code of Practice on Employment.
- EHRC – Code of Practice on Services, Public Functions and Associations.
- Statutory Code of Practice on Racial Equality in Housing - Wales (2006).
- Elimination of Racial Discrimination and the Promotion of Equal Opportunities in Rented Housing 1991 (CRE).
- Elimination of Racial Discrimination and the Promotion of Equal Opportunities in Employment 1984 (CRE).
- Promotion of Equal Opportunities in Employment Act 1984 (CRE).

We will also comply with the Welsh Government's Delivery Outcomes for Housing Associations.

Age Discrimination Policy

It is our policy not to discriminate against any person in relation to their age; that is to say a person shall not be discriminated against when applying for a position within Cadwyn, promotion, redundancy, and/or any other work related issue.

Changes in Legislation

We reserve the right to amend or change the terms and conditions of employment for all employees should they be required to do so by any changes in Employment legislation.

This document can be made available in alternative formats; if you need an alternative format please contact the HR department.

This policy will be reviewed on an annual basis.