



help 4 the homeless

*hope for our friends on the street*

# Equal Opportunities Policy & Procedures

## Help 4 The Homeless:

**RECOGNISES** that in society certain groups or individuals are denied equality on the grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation and religion/belief or any other factor irrelevant to the purpose in view.

**WELCOMES** the statutory requirements laid down in the Equalities Act 2010;

<https://www.legislation.gov.uk/ukpga/2010/15/contents>

<https://www.equalityhumanrights.com/en/advice-and-guidance/your-rights-under-equality-act-2010>

<https://www.equalityhumanrights.com/en/publication-download/equal-pay-statutory-code-practice>

*Note: the Equalities Act replaced the Sex Discrimination Act 1975 and the Race Relations Act 1976 and supplements the Equal Pay Act 1970*

<https://www.legislation.gov.uk/ukpga/1970/41/enacted>

and is committed to complying with the Equalities Act 2010 with such other Acts and statutory requirements furthering equality of opportunity for all as also apply to its charitable activities.

**RECOGNISES** that it has moral and social responsibilities that go beyond the provisions of the above-mentioned Acts and Regulations, and that it should support and contribute to the wider process of change through all aspects of its work and practices to eliminate discrimination and promote equality and diversity.

**IS COMMITTED** to taking positive steps to ensure that:

- ✓ all people are treated with dignity and respect, valuing the diversity of all.
- ✓ equality of opportunity and diversity is promoted.
- ✓ services are accessible, appropriate, and delivered fairly to all.
- ✓ the mix of its employees, volunteers and management committees reflects, as far as possible, the profile of the population of its local community.
- ✓ traditionally disadvantaged sections of the community are encouraged to participate in policy decisions about, and the management of the services provided.
- ✓ Young people are given a voice and the opportunity to help shape services and future delivery.

# POLICY

This policy applies to all Trustees, staff, volunteers, Trustees, users, and the general public.

## Commitment

Equality and diversity are central to the work of The Charity.

The Charity will treat all people with dignity and respect, valuing and celebrating diversity. It will promote equality of opportunity and diversity. It will eliminate all forms of discrimination on grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation, religion/ belief, or any other equalities issue.

It will address and tackle social exclusion, inequality, discrimination, and disadvantage.

For this policy to be successful, it is essential that everyone is committed to and involved in its delivery. The Charity's goal is to work towards a just society free from discrimination, harassment, and prejudice. The Charity aims to embed this in all its policies, procedures, day-to-day practices, and external relationships.

## Aims

The Charity aims to:

- ✓ Provide services that are accessible according to need.
- ✓ Promote equality of opportunity and diversity in service provision, volunteering, employment, and development.
- ✓ Create effective partnerships and positive relationships with all parts of our community.

## Objectives

The Charity's objective is to ensure its standards by:

- ✓ Sustaining, regularly evaluating, and continually improving its services to ensure equality and diversity principles and best practice are embedded in our performance to meet the needs of individuals and groups.
- ✓ Collaborating with the community to provide accessible and relevant service provision that responds to service users' needs.
- ✓ Ensuring staff, volunteers and trustees are representative of the community served and the employment policies are fair and robust.
- ✓ Responding to volunteer's & employees' needs and encouraging their development to increase their contribution to effective service delivery.
- ✓ Recognising and valuing the differences and individual contribution that all people make to The Charity.
- ✓ Challenging discrimination.
- ✓ Providing fair resource allocation.
- ✓ Being accountable.

## Why have this policy?

The Charity recognises, respects and values diversity in its Trustees, employees, volunteers, and beneficiaries.

The Charity has this policy because it is a responsive organisation and will always ensure it meets the needs of the community through fair and appropriate employment and

development of the people who work and volunteer for The Charity, and especially in those it seeks to support.

## PROCEDURES

### Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in The Charity or using the services and sets out the way they can expect to be treated in turn by The Charity. The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees, staff, and the CEO.

### Method of Implementation

The Charity will implement this policy by:

- ✓ Ensuring that it is a condition of paid employment in The Charity.
- ✓ Ensuring that Trustees, Management committee, volunteers and beneficiaries are made aware, understand, agree with, and are willing to implement, this policy. All staff and volunteers will be given a copy of this policy as part of their induction.
- ✓ Actively encouraging Trustees, staff, management committee and volunteers to participate in positive equalities training and making time and resources available for such training.
- ✓ Monitoring the services, publicity and events provided by The Charity, to ensure that they are accessible to all sections of the population and do not discriminate, and taking active steps to ensure that participation is representative and fair.
- ✓ Embrace a culture of equality and a level playing field approach that ensures fairness and equitableness in all our processes, in terms of service delivery, funding and fundraising and all staff and volunteer processes.

### Monitoring and Reviewing

The Charity has declared its commitment to establishing, developing, implementing, and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential to measure effectiveness and plan progress. The Charity Manager will review the policy annually, reporting to the Board.

**This policy is dated 1 April 2024 and supersedes all previous versions. It will be updated and reviewed no later than 31 July 2025**