

CASH's Equality and Diversity Policy

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Adopted: 14/12/2018.....

Reviewed and amended (if appropriate) by: Date:

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1. The purpose of CASH's Equality and Diversity Policy

This Equality and Diversity Policy document (also referred to as just "Policy") aims to set out how we can put our beliefs around equality and diversity into practice as a campaign group and in the development and running of a Community Hub.

2. Our Equality and Diversity Values

We believe that people should be treated fairly, equally, openly and politely, regardless of their background, culture or lifestyle. We believe that a Community Hub is there to serve everyone in our local community, to build bridges between people, and that our community is strengthened by the diversity of its residents. We have a role, alongside partners, to help overcome barriers to inclusion, whether they are physical or social, and ensure that we create a culture of equal opportunities.

3. The scope of CASH's Equality and Diversity Policy

Areas in which we recognise there is the potential for discrimination include (but are not necessarily limited to):

- age
- race
- skin colour
- ethnicity or country of birth
- nationality
- gender
- sexual orientation
- gender identity
- marital or civil partnership status
- disability
- religion
- pregnancy and maternity
- political affiliations
- trade union membership

The Policy has potential impacts for our:

- Employees
- Volunteers
- Tenants
- Users
- Partners

4. How we promote Equality and Diversity in a Community Hub

This table lays out who may be impacted by our actions (our Stakeholders) and how we can help reduce discrimination and promote Equality and Diversity.

Stakeholders	Area of influence	Actions to help promote equal opportunity
Trustees	Recruitment	<ul style="list-style-type: none"> • To aim to promote diversity among trustees by removing obstacles for people wishing to undertake the role e.g. by being flexible in arranging the time and location of meetings, thinking about where and how trustee vacancies are publicised.
Employees (when the Community Hub is an on-going concern)	Recruitment	<ul style="list-style-type: none"> • Job descriptions are written so that applicants are evaluated against the same criteria. • Advertising for roles is done in a variety of locations (e.g. online, in print, through job centres) so that they can be seen by a large section of the community. • Active steps are taken to promote opportunities to those from under-represented groups, for example through the use of partner organisations • Interviews are conducted by a team of people to help take different views into account. • To help with the diversity of the staff, if possible roles should be made flexible to widen the number of people able to do the role.
	Training	<ul style="list-style-type: none"> • Employees are encouraged to have training in equality and diversity where the funds are available to do so. • The training budget is allocated by need, but assessment of need should not be prejudiced by an employee's race, gender, sexuality or other discriminating factor.
	Promotion	<ul style="list-style-type: none"> • Promotion opportunities should be made available on the same criteria for all staff. • There is equal opportunity for regular career discussion, involving identification of training and support.
	Pay	<ul style="list-style-type: none"> • There should be no differences in pay for employees performing the same role under the same circumstances and any differences in pay need to be justifiable (e.g. length of service or level of qualifications).
Volunteers	Recruitment	<ul style="list-style-type: none"> • To aim for flexibility of volunteering opportunities to maximise the number of people who can volunteer e.g. making short-term opportunities available. • Trustees to consider where to advertise volunteering opportunities and working, where appropriate, with partners

		to help access specific under-represented or target groups.
Tenants and Users	Access to infrastructure and services	<ul style="list-style-type: none"> The terms of use are the same for all users, and are written so as to provide equal opportunity.
Partners	Choice	<ul style="list-style-type: none"> Partners are chosen to increase access to a wide range of views and to help represent the whole of the community.
All stakeholders	Behaviour	<ul style="list-style-type: none"> There will be an Acceptable Behaviour Policy for stakeholders to follow, setting out a common understanding of polite interaction. When a hub has been developed, there will be a clear complaints policy to follow in the case of alleged discrimination, bullying or harassment.

5. The Policy as a Living Document

It is the responsibility of the Trustees to adopt and implement this Policy.

Once adopted, the Policy should be reviewed at least every three years, and amended where necessary. The Policy should also be reviewed where significant changes are made to either the planning or running of the Community Hub.

Copies of the Policy should be available online for the public and in hard copy for users of the Community Hub.

Appendix 1: A brief overview of our Community in the Sopwell ward

A Community hub would be built within Sopwell Ward in St Albans. The ward contains around seven and a half thousand people living in just over three thousand homes. The number of people living in the area is expected to increase with nearly completed residential developments at the Abbey Retail Park (on the corner of Holywell Hill and Griffiths Way) and the former Betty Entwistle House (Holyrood Crescent), and proposed developments at the former King Offa site on Wallingford Walk and the Sopwell Youth Club site off Leyland Avenue. There are also a number of smaller projects, for example the possible conversion of Sopwell Mill (off Cottonmill Lane) into housing. St Albans District Council predicts that within city-wide population increase, the proportion of younger children and older people will grow (Community Profile, 2015).

The ward is particularly diverse when compared to the city as a whole with a high proportion of Asian/British Asian residents (12.8% compared to 6.4% city-wide) (Sopwell Ward Profile, 2018), which includes a large Bangladeshi community (Community Profile, 2015). Sopwell also has a very significant proportion of residents with a disability that limits their day-to-day activities compared to the city as a whole and self-reported bad to very bad health (Community Profile, 2015). Residents' life expectancy in the ward is the lowest in the city; on average 9.9 years less than the ward with the longest average lifespan (Community Profile, 2015).

References

Community Profile v3 (2015). *St Albans District Council*

Sopwell Ward Profile (2016). *St Albans District Council*

Sopwell Ward Profile (2018). *St Albans District Council*