

# **BIRMINGHAM LINK EQUAL OPPORTUNITIES POLICY**

## **1. Policy**

- a) It is the Birmingham LINK's policy to treat Participants and ELECTED MEMBERS equally regardless of their sex, sexual orientation, marital status, age, race, ethnic or national origins, gender reassignment, disability, religion or belief, and other grounds of discrimination such as ex-offenders not prohibited by legislation. Further, the Birmingham LINK will monitor the composition of the working groups and the Birmingham LINK Board and introduce positive action if it appears that this policy is not fully effective.

## **2. Procedure**

- a) Equal opportunity is about good practice and efficient use of our most valuable asset, our Participants and ELECTED MEMBERS. Every participant and ELECTED MEMBER has personal responsibility for the implementation of the policy. Any instance of doubt about the application of the policy, or other questions, should be addressed to the Senior Manager of the Host organisation, as should any requests for special training.
- b) The Birmingham LINK will not discriminate on grounds of sex, race, gender reassignment, marital status, ethnic or national origins, sexual orientation, age, disability, religion or belief or other grounds of discrimination such as ex-offenders not prohibited by legislation.
- c) The policy applies to the training, conditions of membership, pay and to every other aspect of participation. The policy also applies equally to the treatment of our citizens.
- d) Participants and ELECTED MEMBERS should note that the imposition of a condition or requirement which has an adverse impact on someone, because his or her sex, age, race or marital status is more likely to be affected by it, will also be unlawful unless it can be justified on grounds of specific need.
- e) Participants and ELECTED MEMBERS who are disabled or become disabled in the course of their involvement should inform and may also wish to advise the Birmingham LINK of any "reasonable adjustments" to their involvement which they consider would assist them in the performance of their duties. Careful consideration will be given to any proposals of this nature and, where reasonable and reasonably practicable, such adjustments will be made. There may, however, be circumstances where it will not be reasonable or reasonably practicable for the Birmingham LINK to accommodate those proposals where less favourable treatment may be justified in accordance with the statutory provisions. It is the aim of this policy for Participants and ELECTED MEMBERS to receive support to fully participate in the Birmingham LINK – therefore Participants and ELECTED MEMBERS will complete a disability statement, identifying their support needs. Should a participant or ELECTED MEMBER require support, the Birmingham LINK Board may request a medical certificate to support that request.

- f) Any participant and ELECTED MEMBERS may use the grievance procedure to complain about discriminatory conduct. If the matter relates to harassment or bullying as defined within the Bullying and Harassment Policy and Procedure, then a complaint may be raised in accordance with the Bullying and Harassment Policy and Procedure.
- g) The Birmingham LINK is concerned to ensure that Participants and ELECTED MEMBERS feel able to raise such grievances and no individual will be penalised for raising such a grievance unless it is untrue and made in bad faith.
- h) Where a Participant or ELECTED MEMBER is falsely accused of discriminatory conduct, then he or she can implement the Birmingham LINK's grievance procedure.

### **3. Monitoring**

- a) All Participants and ELECTED MEMBERS will be asked to complete a form denoting their sex, race, age, ethnic origin and any disabilities. The Birmingham LINK guarantees that this form will be used for the purpose of monitoring the effectiveness of its equal opportunities policy only.

### **4. Positive Action**

- a) The composition of the Birmingham LINK will be monitored on a regular basis. Should inequalities become apparent, positive action will be taken to redress the imbalance, including such measures as:
  - Specific targeted advertising
  - Introducing assertiveness training
  - Introducing English language support
  - Encouraging under-represented groups to become involved

### **5. Date of Implementation**

- a) This policy is effective from February 2009 and shall not apply to any actions that occurred prior to this date.

### **6. Questions**

- a) If you have any questions regarding this policy document and how it applies to you please consult the Senior Manager for the Host organisation.

### **7. Alteration of these Guidelines**

- a) These guidelines will be subject to change and updating. Any alterations will be communicated to you by the Senior Manager for the Host organisation.