**Churches Together in England (CTE)**

**Equality, Diversity & Inclusion (Trustees)**

**INTRODUCTION**

Churches Together in England recognises that there is no place for discrimination and victimisation in the Organisation.

**Policy statement**

Equality and diversity are central to the work of CTE. The Charity will treat all people with dignity and respect, valuing the diversity of all. 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, irrelevant offending background or any other factor irrelevant to the purpose in view. It will tackle discrimination and disadvantage. For this policy to be successful, it is essential that everyone is committed to and involved in its delivery. CTEs goal is to work towards a just society free from discrimination, harassment and prejudice. CTE aims to embed this in all its policies, procedures, day-to-day practices and external relationships.

**AIMS**

The CTE Charity aims to:

* Provide services that are accessible.
* Promote equality of opportunity and diversity in volunteering, employment, and development.

**OBJECTIVES**

CTE’s objectives are to:

* Sustain, regularly evaluate and continually improve its services to ensure equality and diversity principles and best practice are embedded in the performance of the charity to meet the needs of individuals and groups.
* Ensure staff, volunteers and trustees are representative of the Churches and Bodies in Association it serves and its employment policies are fair and robust;
* Respond to volunteer’s & employees’ needs and encourage their development to increase their contribution to effective service and delivery.
* Recognise and value the differences and individual contribution that all people make to CTE.
* Challenge discrimination.
* Provide fair resource allocation.
* Be accountable.

**ACTIONS**

CTE will implement this policy by:

* Ensuring that Trustees and committees are made aware, understand, agree with, and are willing to implement, this policy.
* Ensuring staff and volunteers are given a copy of this policy as part of their induction.
* Actively encouraging Trustees, staff, committees and volunteers to participate in anti-discriminatory training, and making time and resources available for such training.
* Ensuring with staff, that this includes, but is not limited to, decisions relating to job advertisements, recruitment and selection, transfers and promotions, training and development, salary, health and safety, benefits, disciplinary and grievance issues, termination of employment and severance terms.
* Monitoring the services, publicity and events provided by CTE, to ensure that they are accessible and do not discriminate, and taking active steps to ensure that participation is representative.

**STATUTORY PROVISIONS**

This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies. This policy does not have contractual effect and is given by way of guidance only. The policy is not exhaustive. CTE reserves the right to amend or replace this policy at any time.

The policy applies to all Trustees serving CTE, whether paid or unpaid or on any other basis whatsoever.

**DEFINITIONS**

There are two broad forms of discrimination under UK legislation: direct and indirect discrimination.

**Direct discrimination**

Direct discrimination occurs when, because of one of the protected characteristics, a job applicant or an employee or trustee is treated less favourably than others. Such treatment will still amount to direct discrimination even if it is based on the protected characteristic of a third party with whom the job applicant, employee or Trustee is associated. In addition, it can include cases where it is perceived that a job applicant or an employee or Trustee has a particular protected characteristic when in fact they do not.

Discrimination after service is also unlawful if it arises out of and is closely connected to the employment relationship, for example, refusing to give a reference or providing an unfavourable reference for a reason related to one of the protected characteristics. CTE will take all reasonable steps to eliminate direct discrimination in all aspects of employment and Trustee recruitment and retention.

**Indirect discrimination**

Indirect discrimination is treatment that may be equal in the sense that it applies to all job applicants, employees, and Trustees but which is discriminatory in its effect on, for example, one particular sex or racial group.

Indirect discrimination occurs when the organisation applies a provision, criterion or practice (PCP), which disadvantages employees/applicants/Trustees who share a protected characteristic compared with those who do not. A PCP is discriminatory in relation to a protected characteristic of the job applicant/employee/Trustee if:

* it is applied, or would be applied, to persons with whom the job applicant/employee/Trustee does not share the protected characteristic.
* the PCP puts, or would put, persons with whom the person shares the protected characteristic at a particular disadvantage when compared with persons with the same role does not share it.
* it puts, or would put, the person at that disadvantage; and it cannot be shown by CTE to be a proportionate means of achieving a legitimate aim.

CTE will take all reasonable steps to eliminate indirect discrimination in all aspects of Recruitment and management.

**Disability**

Disabled people enjoy special protection in law, including an organisations duty to make reasonable adjustments to their role where appropriate. If you consider that you may be disabled within the meaning of the disability provisions of the UK equality legislation, you should notify the General Secretary.

CTE will discuss with you whether you are able to fulfil your proposed role and whether there are any adjustments that could reasonably be made to your role or working environment to enable you to carry out your proposed duties effectively. CTE may also ask a medical advisor appointed by it to give advice on these matters and on the impact of the physical features of any CTE premises.

Trustees will not be asked questions about their health before a role is made to them other than:

* for the purposes of equal opportunities monitoring;
* for the purposes of positive action;
* to assess whether reasonable adjustments need to be made or whether the applicant is able to attend an assessment; or
* to assess whether an applicant is able (with any reasonable adjustments) to carry out an intrinsic part of the job.

**RESPONSIBILITIES OF MANAGEMENT**

Responsibility for ensuring the effective implementation and operational arrangements of this Policy is rests with The Chair of Trustees.

**RELATED POLICIES AND ARRANGEMENTS**

All employment policies and arrangements must have a bearing on equality of opportunity and discrimination. The Organisations policies will be reviewed regularly and any discriminatory elements removed.

**Grievances / Discipline**

Trustees have a right to pursue a complaint concerning discrimination or victimisation via the Organisations’ Grievance or Anti-Bullying and Harassment Procedures.

**Review**

The policy will be reviewed annually by the Board of Trusses in consultation with the General Secretary.

**Records**

Allegations under this policy are recorded for monitoring the effectiveness of the organisations equality policies, which includes the production of management statistics on complaints received, upheld, rejected and the consequential actions. The records include a summary of the type of allegation, the type of issue (discrimination, harassment etc), the organisations investigation, actions taken

by the Company (and why) and the outcome sent to the employee

Approved by the Board of Trustees of Churches Together in England

Signed

Dated

Reference Minute