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## Equality and Diversity statement

Individuals with different cultures, perspectives and experiences are at the heart of the way London Tigers works. We want to recruit, develop and retain the most talented people, regardless of their background and make best use of their talents. At London Tigers we are guided by our values in everything we do, and recognise that being a diverse and inclusive employer helps us fulfil our responsibility to make a difference for our users.

We seek to develop a work environment where we treat all employees as individuals, fairly and in a consistent way. We work within the spirit and the practice of the Equality Act 2010 by promoting a culture of respect and dignity and actively challenging discrimination, should it ever arise. We will remove unnecessary barriers for our employees seeking opportunities through training and development, promotion and career planning.

We will continue to support our leaders, managers and employees to demonstrate the principles of diversity and inclusion in their everyday activities, roles and functions.

Ron Boddy

Chairman of Board of Trustees

31<sup>st</sup> October 2018

Mesba Ahmed

Chief Executive

31<sup>st</sup> October 2018

(Signed copy in the office)

# Equality and Diversity Policy

(Approved by the Board on 31<sup>st</sup> October 2018)

## 1. Purpose

This policy sets out London Tigers approach to equality and diversity. London Tigers is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work.

London Tigers aims to be an inclusive organisation, committed to providing equal opportunities throughout employment including in the recruitment, training and development of employees, and to pro-actively tackling and eliminating discrimination.

## 2. Equality and diversity at London Tigers

At London Tigers, we consider that equality means breaking down barriers, eliminating discrimination and ensuring equal opportunities and access for all groups both in employment, and to goods and services.

We consider diversity to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for London Tigers too.

We acknowledge that equality and diversity are not inter-changeable but inter-dependent. There can be no equality of opportunity if difference is not valued and harnessed.

## 3. Scope

The rights and obligations set out in this policy apply equally to all trustees, employees, whether part time or full time on a substantive or fixed-term contract, agency staff, contractors and others employed under a contract of service.

## 4. London Tigers commitment

Every employee is entitled to a working environment that promotes dignity, equality and respect for all. London Tigers will not tolerate any acts of unlawful or unfair discrimination (including harassment) committed against an employee, contractor, job applicant or visitor because of a protected characteristic:

- sex;
- gender reassignment;
- marriage and civil partnership;

- pregnancy and maternity;
- race (including ethnic origin, colour, nationality and national origin);
- disability;
- sexual orientation;
- religion and or belief; and
- age.

Discrimination on the basis of work pattern (part-time working, fixed term contract, flexible working) which is unjustifiable will also not be tolerated.

All employees will be encouraged to develop their skills and fulfil their potential and to take advantage of training, development and progression opportunities in London Tigers. Selection for employment, promotion, training, or any other benefit will be on the basis of aptitude and ability.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the appropriate procedure. London Tigers will ensure that individuals who make such allegations in good faith will not be victimised or treated less favourably by London Tigers as a result. However, false allegations of a breach of this policy which are found to have been made in bad faith will be dealt with under London Tigers Discipline Policy.

Employees may also be personally liable for any acts of discrimination prohibited by this policy that they commit, meaning that they can be sued by the victim.

## **5. Implementation of this policy**

This policy applies to all conduct in the workplace and also to conduct outside of the workplace (e.g. at meetings, social events and social interactions with colleagues) or which may impact on London Tigers reputation (e.g. the expression of views on social media, contrary to the commitments expressed in this policy, that could be linked to London Tigers).

We set out below some specific areas of application:

### **a) Recruitment**

Selection for employment at London Tigers will be on the basis of aptitude and ability. Where possible, London Tigers will capture applicants' diversity demographics as part of its recruitment processes to promote the elimination of unlawful discrimination.

### **b) Training**

Training and development activities will be arranged from time to time, to encourage the promotion of the principles of this policy.

### **c) Promotion**

All promotion decisions will be made on the basis of merit, and will not be influenced by any of the protected characteristics listed above. Promotion opportunities will be monitored to ensure equality of opportunity at all levels. Where appropriate, steps will be taken to identify and remove unnecessary or unjustifiable barriers to promotion.

### **d) During employment**

The benefits, terms and conditions of employment and facilities available to London Tigers employees will be reviewed on a regular basis to ensure that access is not restricted by unlawful means and to provide appropriate conditions to meet the special needs of disadvantaged or under-represented groups.

### **e) Governance**

#### **1. Encouraging inclusive and accessible participation**

- a. The board periodically takes part in training and/or reflection about diversity and understands its responsibilities in this area.
- b. The board makes a positive effort to remove, reduce or prevent obstacles to people being trustees, allocating budgets, where necessary, to achieve this within the charity's available resources. This could include looking at
  - i. the time, location and frequency of meetings
  - ii. how papers and information are presented to the board, for example using digital technology
  - iii. offering communications in formats such as audio and Braille
  - iv. paying reasonable expenses
  - v. where and how trustee vacancies are publicised and the recruitment process.
- c. The chair regularly asks for feedback on how meetings can be made more accessible and how to create an environment where trustees can constructively challenge each other and all voices are equally heard.

#### **2. Recruiting diverse trustees**

- a. The board regularly looks at the skills, experience and diversity of background of its members to find imbalances and gaps, informing trustee recruitment and training.
- b. The board sees diversity, in all its forms, as an important part of its regular board reviews. The board recognises the value of a diverse board and has suitable diversity objectives.

- c. When deciding how to recruit trustees, the board thinks about how to attract a diverse pool of candidates. It tries to have diversity in any trustee appointment panels.
- 2. Monitoring and reporting on diversity
  - a. Trustees ensure that there are plans in place to monitor and achieve the board's diversity objectives.
  - b. The board publishes a description of what steps it has taken to address the diversity and accessibility of the board.

## **ANNEX - types of discrimination**

There are various types of discrimination prohibited by this policy. The main types are:

### 1) Direct discrimination

Direct discrimination occurs where one person is treated less favourably than another because of a protected characteristic set out in this policy. By way of example, refusing to promote a pregnant employee on the basis that she is shortly due to go on maternity leave would be direct discrimination on the protected characteristic of the employee's sex. Other types of direct discrimination are:

- Associative discrimination - this is direct discrimination against someone because they associate with another person who possesses a protected characteristic. For example, an employee is discriminated against because his/her son is disabled.
- Perceptive discrimination - this is direct discrimination against an individual because others think they possess a particular protected characteristic. For example, where co-workers believe the individual is gay. It applies even if the person does not actually possess that characteristic.

### 2) Indirect discrimination

Indirect discrimination occurs when an unjustifiable requirement or condition is applied, which appears to be the same for all, but which has a disproportionate, adverse effect on one group of people. This is discrimination even though there was no intention to discriminate. For example, a requirement for UK based qualifications could disadvantage applicants who have obtained their qualifications outside of the UK; this could amount to indirect discrimination on the grounds of race.

### 3) Victimisation

Victimisation is where an employee is treated less favourably than others because they have asserted legal rights against London Tigers or assisted a colleague in doing so. For example, victimisation may occur where an employee has raised a genuine grievance against London Tigers and is demoted as a result.

### 4) Harassment

Harassment is “unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.” It is important to remember that it is not the intention of the harasser but how the recipient perceives their behaviour, which determines whether harassment has occurred.