

# Equality and Diversity Strategy

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HCA believes our actions are as important as our intentions. We will use this strategy to actively promote the real and meaningful application of our Equality and diversity policy. It is subject to on-going review and amendment.

## 1. Implementation

The trustees are responsible for the implementation and monitoring of the Equality and diversity policy. A current copy of the policy will be available for reference at the Hanover Community Centre and on our website.

Induction for trustees, volunteers and new staff will include a briefing on the Equality and diversity policy.

All trustees, volunteers, and staff will affirm their commitment to the Equality and diversity policy.

## 2. Monitoring

HCA will develop a profile of the local community using census data and surveys. This, together with feedback and local consultation, will inform reviews of services and activities.

HCA may take positive action, including subsidised hire rates where appropriate, to provide services and opportunities that attract people from sections of our community currently under-using the Centre or otherwise under-represented in local activities.

The trustees will monitor the impact of any changes.

## 3. Training and development

The Training and Development policy is used to ensure all staff, volunteers and trustees have access to opportunities to enable them to develop in line with our aims and objectives.

The Equality and diversity policy will underpin individual decisions about appropriate learning and development opportunities.

## 4. Service provision

On-going monitoring of HCA activities, including feedback from users and other local consultation, will help us ensure this policy is applied in our day-to-day practice.

Conditions of hire and the code of conduct displayed in the Community Centre inform individuals and groups of our commitment to equalities.

Symbol-assisted text is used on notices explaining how to use the Community Centre.

Advice on legibility has been sought and HCA has adopted standards for our printed material.

We will endeavour to ensure that HCA documentation is available in other formats where requested.

The trustees will continue to work in partnership with the council to progress work on disability access at the Community Centre.

HCA will promote equality and diversity in its work with others.

## 5. Community Events

Community events are an opportunity to celebrate our differences.

HCA will continue to hold a variety of community events at low or no cost to attendees.

HCA will aim to develop a programme that attracts the range of people living and working in the Hanover area.

Events will be planned with an awareness of our commitment to equality and diversity.

Whenever HCA works in partnership with other groups and organisations, it will promote equality and diversity.

## 6. Recruitment and selection

HCA Staffing group is responsible for monitoring appointments to ensure no discrimination is occurring at any point in the selection process.

HCA Staffing group is responsible for reviewing terms and conditions of employment to ensure no indirect discrimination is occurring.

## 7. Trustees and Management Committee

The Management Committee aims to reflect a fair balance and representation of the local community.

The Trustees may take positive action, including co-option, to redress any imbalance of under-represented groups in the committee's membership.

## 8. Monitoring and review

The trustees are responsible for monitoring the impact of the strategy. In common with all HCA policies, the Equality and Diversity Strategy is subject to regular review.

## 9. Related Policies and Other Documents

Related policies and documents include:

- Equality And Diversity Policy



Date adopted: August 2004

Last reviewed: August 2014