

# **Diversity, Equity & Inclusion (DEI) Policy & Procedures**



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## 1. Introduction and Policy Statement

Teesside Airport Foundation (the Charity) accepts that in society certain groups or individuals are denied equality on the grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation and religion/belief or any other factor irrelevant to the purpose in view.

The Charity welcomes the statutory requirements laid down in the Equality Act 2010 and is committed to complying with the Equality Act 2010 and statutory requirements furthering equality of opportunity for all as also apply to its charitable activities.

The Charity recognises that it has moral and social responsibilities that go beyond the provisions of the above-mentioned Acts and Regulations, and that it should support and contribute to the wider process of change through all aspects of its work and practices to eliminate discrimination and promote equality and diversity.

Teesside Airport Foundation is committed to taking positive steps to ensure that:

- all people are treated with dignity and respect, valuing the diversity of all.
- equality of opportunity and diversity is promoted.
- services, including grant application processes are accessible, appropriate and delivered fairly to all.
- the mix of its Trustees, ambassadors, employees, and volunteers reflect, as far as possible, the broad mix of the population of its local community.
- traditionally disadvantaged sections of the community are encouraged to participate in grant application processes.

## 2. The Policy

This policy applies to all Trustees, ambassadors, staff, volunteers, and the general public.

### 2.1 Commitment

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 social exclusion, inequality, discrimination, and disadvantage.

For this policy to be successful, it is essential that everyone is committed to and involved in its delivery.

### 2.2 Aims

The Charity aims to:

- Provide services that are accessible according to need.
- Promote equality of opportunity and diversity in volunteering, employment and development.
- Create effective partnerships with all parts of our community.

## 2.3 Objectives

The Charity's objective is to realise its standards by:

- Sustaining, regularly evaluating and continually improving its services to ensure equality, diversity and inclusion principles and best practice are embedded in our performance to meet the needs of individuals and groups.
- Working together with the community to provide accessible and relevant service provision that responds to service users' needs.
- Ensuring staff, volunteers and trustees are representative of the community served and the employment policies are fair and robust.
- Responding to volunteer's & employees' needs and encouraging their development to increase their contribution to effective service delivery.
- Recognising and valuing the differences and individual contribution that all people make to The Charity.
- Challenging discrimination.
- Providing fair resource allocation.
- Being accountable.

## 2.4 Why have this policy?

The Charity recognises, respects and values diversity in its Trustees, ambassadors, volunteers and service users.

The Charity must always ensure it meets the needs of the community through fair and appropriate employment and development of the people who work and volunteer for The Charity.

## **3. Procedures**

### 3.1 Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in The Charity or using the services and sets out the way they can expect to be treated in turn by The Charity.

The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees.

### 3.2 Method of Implementation

The Charity intends to implement this policy by:

- Ensuring that Trustees, ambassadors, volunteers, and users are made aware, understand, agree with, and are willing to implement, this policy. All staff and volunteers will be given a copy or made aware of this policy as part of their induction.
- Actively encouraging Trustees, ambassadors, and volunteers to participate in anti-discriminatory training, and making time and resources available for such training.
- Monitoring the services, publicity and events provided by The Charity, to ensure that they are accessible to all sections of the population and do not discriminate and taking active steps to ensure that participation is representative.

### 3.3 Monitoring and Reviewing

The Charity has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential to measure effectiveness and plan progress.

This policy will be reviewed annually by the Corporate Policies sub-committee.

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