

Equity, Diversity & Inclusion Policy

1. Purpose

This policy sets out disAbility Cornwall & the Isles of Scilly's commitment to equity, diversity, and inclusion. It supports a culture where individuals are respected, treated fairly, and empowered to thrive, free from discrimination.

2. Scope

This policy applies to all Directors, staff, volunteers, job applicants, service users, partners, and suppliers. It covers employment, volunteering, governance, service delivery, and external partnerships.

3. Policy Statement

We believe equity, diversity, and inclusion benefit every person and organisation we engage with. As a Disabled People's User-Led Organisation, we actively promote fairness and oppose discrimination in all forms. We are committed to meeting the needs of individuals, including those with protected characteristics under the Equality Act 2010, and other marginalised identities such as carers, people in rural or digital exclusion, and people from low-income backgrounds.

4. Responsibilities

- The Chief Executive oversees the implementation of this policy.
- Managers are responsible for promoting, monitoring and enforcing the policy and ensuring Equality Impact Assessments are carried out.
- Contractors and partners are expected to uphold these values in their work with us.
- All staff and volunteers must follow the policy and challenge unfair treatment.
- All staff are responsible for ensuring that an Equality Impact Assessment (EIA) is completed and appropriately documented for every programme, service, activity, strategy, or policy development they are involved in.
- Managers must ensure EIA templates are used consistently and stored securely, with appropriate follow-up actions implemented and monitored as part of our commitment to inclusive practice and accountability. (Annex 1: EIA template).

5. Procedures

5.1 Equality Commitments

- Promote inclusive, accessible, and equitable services.
- Treat every individual with dignity and respect.
- Provide inclusive employment and training opportunities.
- Challenge and address discrimination, harassment, or victimisation.
- Serve as a Third Party Hate Crime Reporting Centre.

5.2 Service Delivery

- Services are designed to meet the diverse needs of users.
- Clients' views, wishes, and privacy are respected at all times.
- We support individuals facing discrimination, including liaising with other services if needed.

5.3 Confidentiality

- All personal information is managed in line with GDPR and our Confidentiality Policy.

5.4 Employment

- Recruitment and retention are inclusive and merit-based.
- All new staff receive equality training at induction.
- Positive steps are taken to build a workforce that reflects our communities.
- Any reports of bullying or discrimination are taken seriously and addressed.

5.5 Governance

- The Board reflects community diversity and commits to ongoing EDI training.

5.6 Partnerships

- We work with partners who share our values and require contractors to comply with this policy.

5.7 Implementation

- Managers must ensure staff understand their responsibilities.
- Training is mandatory and reviewed regularly.

5.8 Disability Awareness

- Disability rights are embedded in our induction and ongoing learning.

6. Associated Policies and Legislation

- Equality Act 2010
- Code of Conduct
- Data Protection and Confidentiality Policy
- Recruitment & Selection Pack
- Bullying and Harassment Policy
- Disciplinary Policy
- Whistleblowing Policy

7. Monitoring and Review

This policy is reviewed by the Governance & Compliance Officer and Community Partnerships Officer annually or sooner if legislation changes. Updates will be approved by the CEO and shared with all relevant stakeholders. The policy will be monitored through EDI staff surveys, and service delivery.

8. Equality and Human Rights Statement

This policy has been reviewed for its impact on equality and human rights. It supports our organisational commitment to inclusion, diversity, and fairness for all employees and stakeholders.

Document Control				
Version	Date	Review Due	Author/s	Approved by
V1	April 2025	April 2026	Community Partnerships Officer Governance & Compliance Officer	

Appendix 1 - Equality Impact Assessment Template

Please do not alter this document. Please save it to your own computer and then complete it.

Question	Response
1. Department	
2. Project Lead	
3. Other members of the team undertaking the assessment	
4. Date	
5. Type of project	<ul style="list-style-type: none"> - Policy - Procedure - Project - Service - Strategy - Other
6. Summary of aims and objectives of the project	
7. What involvement, research and consultation has been done in relation to this project? (for example, with relevant groups and stakeholders)	
8. Who is affected by the project?	<ul style="list-style-type: none"> - Short-term - Long-term
9. What are the arrangements for monitoring and reviewing the actual impact of the project?	

Protected Characteristic Group	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact
Age			
Disability			
Gender reassignment			
Marriage or Civil Partnership			

Pregnancy and maternity			
Race			
Religion or belief			
Sex			
Sexual Orientation			
Further Considerations			

Carers/Caring Responsibilities			
Digitally Excluded			
Rural Communities			
Lower Socio-Economic Background			

Evaluation:

Question	Explanation/Justification
Is it possible the proposed/reviewed project could discriminate or unfairly disadvantage people under the Equality Act 2010?	

Final Decision	Tick the relevant box	Include any explanation/justification required, including ongoing actions that will take place
1. No barriers identified, therefore activity will proceed		
2. You can decide to stop at some point because the data shows bias towards one or more groups		
3. You can adapt or change the project in a way which you think will eliminate the bias		
4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the project (for example, in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this project knowing that it may favour some people less than others, providing justification for this decision		

Will this EIA be published? (EIAs should be published alongside relevant funding activities, and available internally for project reviews)	Yes/No
Date completed	

Signed by Manager	
Review date (if applicable)	

Change Log

Name	Date	Version	Change
	When published	1	

Please attach any relevant evidence, research and data to this document and publish it in the 'All Staff' folder, in the 'Equality Impact Assessment' folder, saved as: 'Project Title_Date'.

If multiple EIAs are completed for the same project or more evidence or data is found, make a folder in the 'Equality Impact Assessment' folder, saved as 'Project Title' and compile all supporting documents within this folder. All EIAs will be available to all members of the organisation, and available to external parties upon request. All EIAs must therefore be available and ready to publish externally, with relevant evidence, research and data appropriately marked and available.