



SharedCity CIC is committed to encouraging equality, diversity and inclusion and eliminating unlawful discrimination.

The aim is for our organisation to be representative of all sections of society and our customers, and for each person involved to feel respected and able to give their best.

The organisation is also committed against unlawful discrimination of customers or the public.

### **Our policy's purpose**

This policy's purpose is to:

1. Provide equality, fairness and respect for all working for, or with, SharedCity CIC
2. Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of:

- age
- disability
- gender reassignment
- marriage or civil partnership
- pregnancy and maternity
- race (including colour, nationality, and ethnic or national origin)
- religion or belief
- sex
- sexual orientation

3. Oppose and avoid all forms of unlawful discrimination.



## Our commitments

The organisation commits to:

1. Encourage equality, diversity and inclusion in the organisation as they are good practice and make business sense.
2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include all those working for, or with SharedCity CIC conducting themselves to help the organisation provide equal opportunities and prevent bullying, harassment, victimisation and unlawful discrimination.

All people working for, or with, SharedCity CIC, should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by colleagues, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Monitor the make-up of the organisation regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality,



diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

### **Agreement to follow this policy**

The equality, diversity and inclusion policy is fully supported by all directors of SharedCity CIC.

### **Our disciplinary and grievance procedures**

As a small organisation, any grievance and disciplinary policies and procedures should be discussed with the other directors and any action required agreed by a majority.

Named lead: Irina Porter, 75 Birchen Grove, London NW9 8RY, tel 02082003438, email: irinaporter@outlook.com

This policy will be reviewed every two years.

Approved by:

Director: Irina Porter

Signature: 

Secretary: Caroline Bourne

Signature: 

Date.....1 October 2022