



EQUALITY & DIVERSITY POLICY

Statement:

West Harris Crofting Trust (WHCT) declares itself to be an Equal Opportunities Organisation and is committed to the elimination of discrimination on the grounds of race, colour, gender, age, disability, nationality, religion, marital status, sexual orientation, or responsibility for dependants.

1. Employment:

In employment the policy of WHCT is to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, disability, creed, colour, race, age, ethnic origin, marital status, religion, sexual orientation, or responsibility for dependants or is in any way disadvantaged by conditions or requirements which cannot be shown to be justifiable.

WHCT will apply this policy to the recruitment, training, remuneration, conditions of employment and promotion of its staff at all levels. WHCT will undertake both initiatives to encourage under-represented groups to apply for posts, and specific training measures designed to correct imbalances at any level within the said organisation in terms of representation by black and ethnic minority; female or disabled employees.

2. Service Delivery:

In the provision of its services WHCT will take positive steps to ensure that these services are fully accessible irrespective of race, ethnic origin, age, marital status, religion, sexual orientation, or responsibility for dependants.

WHCT will seek to respond to the particular needs of any individuals or groups who would otherwise be effectively excluded from its services.

WHCT will keep under review all of its services to ensure that none of them are discriminatory.

3. Membership and Management:

WHCT will take positive steps to encourage membership uptake by individuals from black and ethnic minority groups, women's groups and groups concerned with disability.

Further, WHCT will take positive action to ensure that these groups are represented on its committee of management with the aim of developing effective liaison and appropriate skills.

4. Implementation:

Employment and other policies and practices will be governed by the following statutory instruments.

Race Relations Act 1976
Sex Discrimination Acts 1975 and 1985
Equal Pay Act 1970
Disabled Persons (Employment) Act 1944
Rehabilitation of Offenders Act 1975
Race Relations Amendment Act 2000
Disability Discrimination Act 2005
Age Discrimination Act 2006

and any other legislation as is appropriate.

In assessing the effectiveness of this policy WHCT will monitor its performance in the following areas:-

- a) Job descriptions and person specifications.
- b) Wording, presentation and media used for vacancy advertising.
- c) Response to advertising
- d) Interview and selection procedures
- e) Access to and uptake of training procedures
- f) Existing Staff
- g) Level of contact with black and minority ethnic groups, women's groups and groups concerned with disability.
- h) Uptake of services by black and ethnic minority, women's groups and groups concerned with disability.
- i) The level of representation by members of black, women's and other groups both within the Organisation as a whole and within its Management Committee.
- j) In-service training for staff to combat sexual and racial harassment
- k) Respect for cultural and religious needs of both employees and users.
- l) The provision of special needs training and the adaptation of premises wherever possible to meet the needs of disabled staff and user groups
- m) WHCT will use its influence to promote the observance of this policy amongst its member bodies and individuals

5. Review:

WHCT will review the effectiveness of this policy on an annual basis and the Chair will present a report to WHCT at its Annual General Meeting.