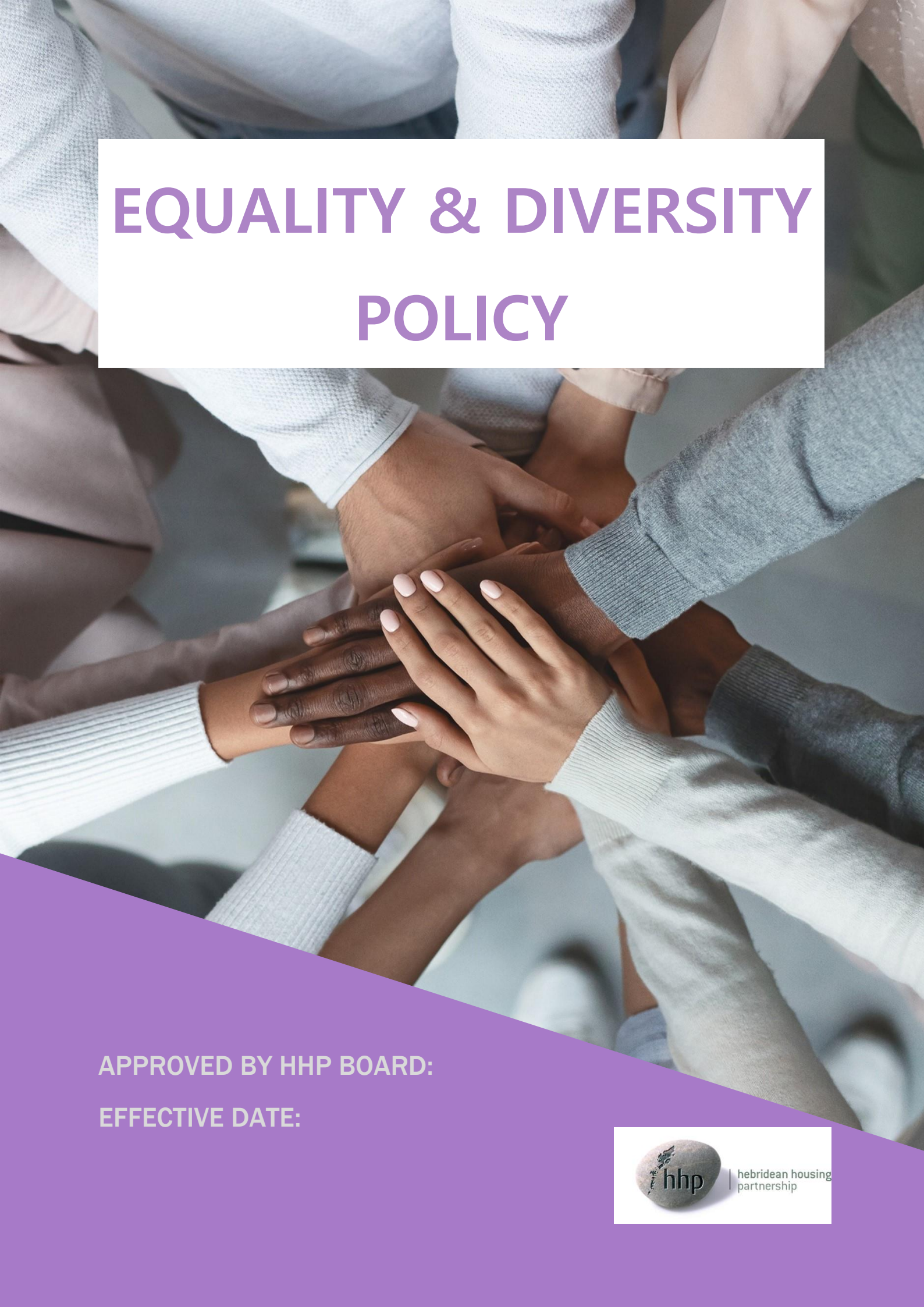




EQUALITY & DIVERSITY POLICY

APPROVED BY HHP BOARD:

EFFECTIVE DATE:



hebridean housing
partnership

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INTRODUCTION

- 1.1 HHP are committed to promoting equal opportunities both in the provision services and in our employment practices. We value diversity, and recognise the benefits of employing a diverse workforce in relation to our customer service and growth as an organisation
- 1.2 As providers of affordable housing and as an employer, we aim to promote fair treatment for all community members regardless of various factors like race, gender, disability, religion, marital status, sexuality, age, etc.
- 1.3 We understand some groups or people experience prejudice and discrimination and to make opportunities available, we have to make an extra effort. We will endeavour to ensure that no-one receives less favourable treatment or is disadvantaged by any conditions, requirements, provisions criteria, procedures or practices that cannot be justified, or victimised for taking action against discrimination or harassment.
- 1.4 We will ensure that our policies and practices are in keeping with the Equality Act 2010.

HOUSING NEEDS

- 2.1 We will regularly review how we can contribute to meeting the needs of local communities, especially groups that may face discrimination by using our existing stock or developing new housing.
 - 2.2 We will consider working in partnership with specialist agencies where we feel they are better equipped than ourselves to meet the needs.
 - 2.3 In developing new homes, we will ensure that the design of homes meets the cultural and other needs of the households (where these are known) we are going to be rehousing.
 - 2.4 In developing new homes, we will ensure that we follow guidance for people with disabilities e.g. that all ground floor accommodation is accessible to people in wheelchairs, and is developed to Housing with Varying Needs Standards.
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ACCESS TO HOUSING

- 3.1 We have a firm commitment to equal opportunities in the allocation of housing. We will take no account of race, ethnic origin, religion, disability, gender, sexual orientation, marital status or age, providing that the eligibility for certain property types is satisfied.

HOUSING SERVICES

- 4.1 We will ensure that we consult all tenants effectively (especially those facing discrimination). This will be carried out by through surveys and through mechanisms such as tenant groups to ensure that the housing service meets their needs,
- 4.2 We will ensure that tenant involvement and participation activities promote the full and active involvement of all groups of tenants and participatory forums.
- 4.3 We will ensure that our complaints procedure is accessible to all, and feedback about the service given proper consideration.
- 4.4 We will not tolerate harassment of tenants and will take the strongest possible action against perpetrators. We will be proactive in co-operating with other agencies in dealing with all forms of harassment.
- 4.5 We will provide appropriate means of communication such as the provision of an interpreting service.
- 4.6 We will try to ensure we respond sensitively to the needs of vulnerable tenants.
- 4.7 We will maintain up to date information on the translation or other communication needs of all residents.

EMPLOYMENT & TRAINING

- 5.1 We are committed to actively promoting equality of opportunity and fair treatment for all current and potential employees.
- 5.2 We will conduct and monitor our recruitment in an open and accountable way and according to equal opportunities practices, and will regularly review the results of the monitoring to ensure fairness is evident at all stages.
- 5.3 We will conduct and oversee our recruitment process and career development opportunities transparently and accountable ensuring they are fair and equitable and based solely on merit.

- 5.4 We will make reasonable adjustments to enable employees with disabilities to perform their jobs in a way that minimises the impact of their disability.
- 5.5 We will ensure fair and equitable pay by implementing our job evaluation, pay structure and Corporate Payroll Policy.
- 5.6 Training in the importance and use of this Policy will be part of an individual's induction to the organisation and regular refreshers will be available to all staff.

BOARD MEMBERS

- 6.1 We will try to ensure that our Board is fully representative of the local community by having an open and accountable recruitment process.
- 6.2. Board members will be regularly briefed on equalities issues and will receive regular monitoring reports on key areas of activity, both on service delivery and employment.

CONTRACTORS

- 7.1 All our tendered procurement processes will incorporate and implement the Fair Work First (FWF) principles.
- 7.2 The FWF principles requires businesses to commit to adopting and implementing certain standards, including providing fair pay for workers, taking action to tackle the gender pay gap and offering flexible and family friendly working practices.

COMPLAINTS OF DISCRIMINATION

- 8.1 All complaints of discrimination, including harassment and victimisation will be taken seriously, whether from, employees, Board Members, tenants and other stakeholders. As well as being potentially unlawful, such discrimination can greatly affect the moral and performance of staff. Any complaints of this nature will be carried out quickly and in accordance with our policies and procedures.

RELATED POLICIES & PROCEDURES

9.1 The following policies and procedures are related to this Policy:

- Allocations Policy
- Recruitment Policy
- Greivance Procedure
- Particular Housing Needs Policy
- Communications Policy
- Corporate Payroll Policy
- Training Policy

MONITORING AND REVIEW OF POLICY

9.1 Responsibility for monitoring the application of this policy will rest with the Chief Executive.

9.2 The policy will be reviewed every three years with amendments being made as appropriate and communicated to all staff and relevant stakeholders.

INTERPRETATIONS & ABBREVIATIONS

The following interpretation and abbreviations are used in this policy:

WORD	INTERPRETATION
<i>HHP or Partnership</i>	Hebridean Housing Partnership
<i>Board</i>	Means the Board of the Hebridean Housing Partnership
<i>Board Members</i>	All Members of the Board including co-opted Members
All references to the masculine gender in this policy shall read as equally applicable to the feminine gender	



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