

# **Maidenhead Lions Club CIO**

## **Equality, Diversity and Inclusion Policy**

### **Introduction**

Maidenhead Lions Club is committed to encouraging equality, diversity and inclusion among our members and other volunteers (all of whom are hereafter referred to as “volunteers”), and eliminating unlawful discrimination.

The aim is for our volunteers to be truly representative of all sections of society and the communities we serve, and for each volunteer to feel respected and able to give their best.

The club, in providing goods and/or services, is also committed against unlawful discrimination against those we serve or the public.

### **Our Policy’s purpose**

This policy’s purpose is to:

1. Provide equality, fairness and respect for all who volunteer for Lions Clubs International, whether temporary, part-time or full-time;
2. Not unlawfully discriminate with regard to 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; and
  - sexual orientation.
3. Oppose and avoid all forms of unlawful discrimination. For the club this includes:
  - dealing with grievances and discipline;
  - dismissal/removal from the association;
  - holding elected office; and
  - training and development opportunities.

### **Our Commitments**

The Lions organisation commits to:

1. Encourage equality, diversity and inclusion across Lions Clubs within the British Isles as they are good practice and make humanitarian sense.
2. Create an environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all volunteers and staff are recognised and valued.

This commitment includes training leaders and all other volunteers about their rights and

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responsibilities under the equality, diversity and inclusion policy. Responsibilities include volunteers conducting themselves to help the organisation provide equal opportunities in service and working together, and prevent bullying, harassment, victimisation and unlawful discrimination.

All volunteers should understand that they, the individual, as well as the Multiple District, District and Club, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their volunteering, against fellow volunteers, staff, those we are serving, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow volunteers, staff, 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 and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to membership being withdrawn.

Further, sexual harassment may amount to both a Lions membership 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. Make opportunities for training, development and progress available to all volunteers, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.

5. Make decisions concerning volunteers based on merit (apart from any necessary and limited exemptions and exceptions allowed under the Equality Act).

6. Review Club practices and procedures when necessary to ensure fairness and also update them and the policy to take account of changes in the law.

7. Monitor the make-up of the volunteer force 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 periodically, and considering and taking action to address any issues.

### **Our Disciplinary and Grievance Procedures**

Details of the Lions organisation's grievance and disciplinary policies and procedures can be found in our Complaints Policy and Procedure document. This includes with whom a volunteer should raise a grievance – usually the Club President or District Governor.