



1. Create (Cornwall) CIC is committed to a policy of equality of opportunity as an employer and service provider with regard to our policies and practices for employees, potential employees, and users. This means that no employee, applicant, or user will be treated less favourably on the grounds of their sex, marital status, race, nationality or ethnic origin, disability, sexual orientation, gender identity, age, religion, working practices or whether they have HIV and/or AIDS.
2. This policy covers all areas of employment as well as users, and ad hoc staff. The policy outlines what equality of opportunity means within Create (Cornwall) CIC, what we mean by discrimination and harassment, what sort of behaviours and attitudes we wish to promote, and also what procedures and actions you can take if you feel you have been discriminated against, victimised or harassed.
3. The Equal Opportunities Policy will be communicated to all employees, contractors, users and ad hoc staff.
4. Create (Cornwall) CIC believes that equality of opportunity is vital so that all employees and users have a fair and equal chance of developing their abilities and realising their expectations and to make full and effective use of their potential. It is Create (Cornwall) CIC's aim to create an environment free from discrimination and harassment based on respect.
5. Create (Cornwall) CIC recognises that discrimination exists and, as an employer and provider of services to the wider public, is committed to ensuring that such behaviour and attitudes are eliminated.
6. Discrimination and harassment will not be tolerated.
7. Create (Cornwall) CIC is committed to the principles of equality on the basis of fairness and valuing the contribution of all our employees and users. However, there are some areas where discrimination and harassment are covered by law, such as the Equality Act 2010 which harmonised anti-discrimination law with effect from 1 October 2010.
8. Under the Equality Act 2010 a person has a disability if they have a physical or mental impairment and the impairment has a substantial and long term adverse effect on their ability to carry out normal day to day activities. The list of specific "capacities" under the old legislation (Disability Discrimination Act) has gone making it easier for a claimant to establish disability in cases to which the closed list of capacities did not easily apply. Create (Cornwall) CIC is committed to providing services for everyone regardless of ability.
9. The Equality Act imposes a duty on employers to make reasonable adjustments in cases where working arrangements or physical features of premises cause substantial disadvantage for a person with

a disability. Create (Cornwall) CIC will provide the necessary equipment and facilities for employees and users with disabilities to enable them to participate successfully in all activities.

10. The Equality Act 2010 introduced four new types of disability discrimination, including associative, perceptive, indirect discrimination and discrimination arising from a disability.

12. Where discrimination “arising from” a disability occurs, under the Act there is no requirement for a comparator. The employer will discriminate against a disabled employee if it treats the employee 'unfavourably' because of something arising from the employee's disability and that treatment cannot be objectively justified as a proportionate means of achieving a legitimate aim. For this type of discrimination to occur, the employer has to know, or reasonably be expected to know, that the employee has the disability in question.

13. Should an employee or user believe they have experienced harassment, bullying or discrimination then they may either attempt to resolve the matter informally or make a formal complaint. All cases will be taken seriously, dealt with quickly and treated with the utmost confidence.

14. Whilst we do not wish to deter individuals who wish to make genuine complaints, it should be noted that vindictive or vexatious complaints will be viewed seriously and will be dealt with appropriately.

15. Create (Cornwall) CIC will monitor equal opportunities by collecting diversity data as appropriate.

16. This policy is incorporated into staff contracts and the members’ and users’ handbook and available to download at [createcic.co.uk/policies](http://createcic.co.uk/policies)

Signed by Create (Cornwall) CIC Founder Directors

Jane Smith



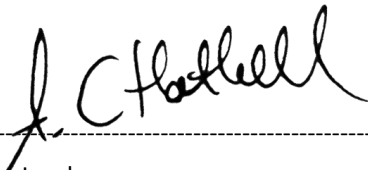
Angela Hatherell



## EQUAL OPPORTUNITIES POLICY IMPLEMENTATION PLAN

November 2022

<b>Responsible Person</b>			Angela Hatherell	
<b>Action</b>	<b>By who?</b>	<b>Comments</b>	<b>Date due for completion</b>	<b>Status</b>
Draft Policy Approved	JS & AH	Ready for Implementation	08/07/2022	Complete
Identify Key Stakeholders to advise of policy	JS & AH	Users, group leaders / clients, staff, contractors, collaborators	08/07/2022	Complete
Email Key Stakeholders	AH	Email sent to all of the above identified groups outlining our policy and their responsibilities to act in accordance	01/01/2023	Complete
Internal implementation actions	JS & AH	Provide staff training through team meeting	01/01/2023	Complete
Update website with policy statement	AH	Equal Opportunities statement drafted and posted, with link to download Policy and contact details for any queries	01/01/2023	Complete
Update Staff Handbook	AH	Ensure policy is available in staff handbook	01/01/2023	Complete
Incorporate Equal Opportunities Policy into Recruitment Policy	JS & AH	Recruitment Policy written to reflect Equal Opportunities best practice	01/09/2022	Complete
Update Procurement Policy and Process and include Equal Opportunites Policy in all ITT documentation.	AH & Jo Godolphin	Procurement Policy updated to reflect Equal Opps best practice	01/09/2022	Complete
<b>Next Policy review</b>			30/11/2025	



Implementation Lead