

EQUALITY AND DIVERSITY POLICY

Policy Statement

Introduction

The purpose of this document is to set out our Equality and Diversity Policy for all employees of Allerton Group and all its subsidiaries, i.e.:

- Allerton Developments Limited
- Allerton C&S N Limited
- Allerton C&S SW Limited
- Allerton C&S GL Limited
- Parasol Homes Limited
- Allerton C&S NE Limited
- Allerton C&S SC Limited
- Allerton C&S SE Limited

Our Equality and Diversity Policy

This Equality and Diversity Policy is a statement of how we intend to promote equality and tackle discrimination and harassment. We will meet our legal obligations and statutory duties to promote Equality and Diversity.

The Company acknowledges the existence of discrimination and prejudice within the industry and seeks to address any such culture, if evident, within the organisation.

We are committed to respecting diversity in all aspects of our work, and we will not tolerate any form of discrimination.

Commitment and Review

The Allerton Group will support all managers in the application of this policy and expects all employees to abide by it. The effectiveness of this general statement of intent and other specific policies and procedures in use, will be regularly reviewed as and when necessary.



Signed:
John Turk, Group CEO, Allerton Group

7th March 2024
Dated:



Signed:
Anthony Jenkins, Managing Director,
Parasol Homes Limited

7th March 2024
Dated:

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1. Introduction

A core value of Parasol Homes Limited (Parasol) is to treat all people accessing and using any of its services with equal fairness, courtesy and respect. We will work towards ending discrimination, including stopping victimisation and harassment on the grounds of someone's:

- Age
- Sex
- Gender Reassignment
- Sexual Orientation
- Disability
- Race
- Ethnic Background
- Colour
- Religion or Belief
- Economic or Social Background
- Political Belief
- Marital Status & Civil Partnership
- Trade Union Activities
- Responsibilities for Children or Dependents.

This value underpins our commitment to achieving equal opportunities in:

- a) Access to housing
- b) The quality of accommodation.
- c) The provision of tenancy management, tenancy support, maintenance and other relevant services.

2. Aims of the Policy

The Company aims to:

- a) Treat all persons who have contact with the Company on a fair and equitable basis.
- b) Ensure all individuals, receiving our services, or applying to do so, are treated in a non-discriminatory manner and without prejudice in terms of nationality, race, ethnicity, culture, colour, creed, economic status, physical or mental disability, age, marital status, gender, sexual orientation, disability and/or able bodied.
- c) Take action to remove from Company activities, any institutional discrimination.
- d) Ensure the promotion of equal opportunities is at the heart of the Company.
- e) Promote equal opportunities to organizations working with the Company.

3. Persons Responsible

The CEO is legally and morally responsible for ensuring discrimination does not occur within the Company and for implementing and monitoring the Equal Opportunities Policy and Procedure.

All staff will:

- a) Co-operate with measures introduced for the prevention of discrimination.
- b) Co-operate with measures introduced to ensure equal opportunities.
- c) Not harass, abuse or intimidate staff, other tenants Clients, or the public.
- d) Not make remarks or commit acts of a racist or sexist nature.
- e) Personally ensure that they do not act in a discriminatory or prejudicial manner.
- f) Operate at all times in accordance with Company Equal Opportunities Policy and Procedures.

4. Clients and Tenants

Clients and tenants will:

- a) Be deemed to be in violation of Company contractual agreements if they act in a way that constitutes harassment.
- b) In cases of discrimination proved in law, be liable to receive a notice to quit being brought against them.
- c) In situations where complaints of discrimination cannot be substantiated in law, or the offence is not serious enough to warrant a notice to quit, the complainant may be considered for alternative accommodation. This would only be concluded with the full agreement of the person concerned and if alternative housing could be provided of an equivalent standard. Such transfers will be treated as a high priority.

5. Implementation

This policy will operate in accordance with the statutory provisions laid down in the:

- a) Equality Duty found in the Disability Discrimination Act 1995 & 2005
- b) Equal Pay Act 1970
- c) Sex Discrimination Act 1975
- d) Race Relations Act 1976, 2000 & 2003
- e) Rehabilitation of Offenders Act 1974
- f) Human Rights Act 1998
- g) Employment Equality (Sexual Orientation) Regulations 2003
- h) Employment Equality (Religion or Belief) Regulations 2003
- i) Gender Recognition Act 2004
- j) Civil Partnerships Act 2004
- k) Equality Act 2010
- l) Race & Religious Hatred Act 2006

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The Company recognises its responsibility under the above legislation and take account of the guidance provided by the Commission for Racial Equality and the Equal Opportunities Commission in their codes of practice.

The operational policies and procedures have been drafted to ensure they comply with good equal opportunities practice and the requirements of this policy.

Particular attention has been given to procedures relating to:

- a) Allocation of places to clients.
- b) Harassment of clients and staff.

Whilst in no way seeking to act to bar individuals with previous convictions or lifestyles, or infringe on their human rights, the Company acknowledges its duty to protect its clients, staff and the Company from harm.

6. Monitoring and Review

The Company undertakes to monitor the effects of the Equal Opportunities Policy and review the policy annually unless a situation arises in change in legislation requires a review or there is a significant change in how the company operates that deems for the policy to be reviewed.

7. Statistical Monitoring

The Company will monitor their referral process regarding clients by recording statistics as part of that process with regards to arrival and departure statistics.

- a) Statistics will be recorded and processed by the relevant staff members.
- b) The relevant Operations Manager will be responsible for collecting statistics.

8. Qualitative monitoring

The CEO and Company Employees will be expected to carry out their duties in the following manner regarding Equal Opportunities:

- a) Treat everyone accessing, using, or working for the Company with fairness, courtesy, dignity and with respect regardless of their race, nationality, gender, sexuality, religion, age or disability.
- b) Ensure decisions made are based on an equitable assessment of the information they have.
- c) Be alert to any circumstances where discrimination on grounds of nationality, race, ethnicity, culture, colour, creed, economic status, physical or mental disability, age, marital status, gender, sexual orientation, disability and/or able bodied is present and report any such acts of discrimination to their Line Managers, taking appropriate action in accordance with policy as required.

- d) Familiarise themselves with the Company Whistle Blowing Policy and ensure they act in accordance with the Policy as and when necessary.
- e) Take personal responsibility to ensure that they act in ways neither discriminatory nor prejudicial to others.
- f) Familiarise themselves with Parasol's Equal Opportunities Policy and Procedures and always act in accordance with these.
- g) Exclude any applicant from waiting lists if they demonstrate an unreasonable unwillingness to accept Parasol's Equal Opportunities Policy.

9. Breaches of this Policy

If you believe that you may have been discriminated against you are encouraged to raise the matter through our Grievance Procedure.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the relevant procedure. Staff who make such allegations in good faith will not be victimised or treated less favourably as a result. False allegations which are found to have been made in bad faith will, however, be dealt with under our Disciplinary Procedure.

Any member of staff who is found to have committed an act of discrimination or harassment will be subject to disciplinary action. Such behaviour may constitute gross misconduct and, as such, may result in summary dismissal.

10. Review

The Policy will be reviewed every 12 months from the date of approval to ensure its continuing suitability, adequacy and effectiveness or as required by the introduction of new legislation or regulation that impacts on the equality and diversity obligations of Parasol, changes to Parasol business practices or in light of management system audits.

The next review date for this policy is July 2024.