

Doc No. POL001
Issue No. 1
Date 01.10.24

Authorised

Title **EQUALITY, DIVERSITY & INCLUSION POLICY** **Review Date** 01.10.25

This policy applies to Glasgow Business Club. Where reference is made to 'GBC' or the 'Company' this refers to Glasgow Business Club.

1. INTRODUCTION

This policy document outlines the company's Equality, Diversity and Inclusion Policy which covers all aspects of membership and events.

At Glasgow Business Club, we consider that **equality** means breaking down barriers, eliminating discrimination and ensuring equal opportunities. We consider **diversity** to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions, which is beneficial not only for the individual but for Glasgow Business Club too. **Inclusion** at Glasgow Business Club means creating an environment where everyone feels welcomed, respected, and valued. We aim to ensure that all voices are heard, and everyone has the opportunity to contribute fully. This inclusive approach strengthens our organisation and helps us achieve our goals together.

Glasgow Business Club seeks similar principles of equality, diversity and inclusion in all its stakeholders, including members, speakers, and visitors and looks for everyone to take these principles beyond the events and into the rest of their lives.

2. RESPONSIBILITY

This policy shall be understood and followed by all members of the GBC.

3. POLICY

3.1 At Glasgow Business Club, every board member, member, speaker and visitor is entitled to an environment that promotes dignity, equality and respect for all. Glasgow Business Club will not tolerate any acts of unlawful or unfair discrimination (including harassment) committed against a board member, member, speaker or visitor because of a protected characteristic:

- sex (including personal identity);
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race (including ethnic origin, colour, nationality and national origin);
- disability;
- sexual orientation;
- religion and or belief; and
- age.

3.2 Discrimination on the basis of social status, offending background, work pattern or contract type which is unjustifiable will also not be tolerated.

3.3 All members will be encouraged to develop their skills and fulfil their potential, and to take advantage of development and networking opportunities.

3.4 No form of intimidation, bullying or harassment will be tolerated. If you believe that you may have suffered discrimination because of any of the above protected characteristics, you should consider the appropriateness and feasibility of attempted informal resolution by discussion in the first instance with a board member or another member. You may decide in the alternative to raise the matter through Glasgow Business Club's Harassment Policy or Grievance Policy.

3.5 Types of discrimination are covered later in this policy. Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the appropriate procedure. Glasgow Business Club will ensure that individuals

who make such allegations in good faith will not be victimised or treated less favourably as a result. However, false allegations of a breach of this policy which are found to have been made in bad faith will be dealt with under the Disciplinary Policy.

- 3.6** A person found to have breached this policy may be subject to disciplinary action under the Disciplinary Policy. Members may also be personally liable for any acts of discrimination prohibited by this policy that they commit, meaning that they can be sued by the victim.
- 3.7** This policy applies to all conduct at events and also to conduct outside of the events that are related to the GBC (e.g. at meetings, social events and social interactions with members) or which may impact on Glasgow Business Club's reputation (e.g. the expression of views on social media, contrary to the commitments expressed in this policy, that could be linked to Glasgow Business Club).
- 3.8** We set out below some specific areas of application:
- 3.8.1 **Board and Member Selection** for Glasgow Business Club will be on the basis of aptitude and ability. Further details are set out in Glasgow Business Club's Member Policy.
- 3.8.2 **During membership.** The benefits, terms and conditions of membership and facilities available to Glasgow Business Club members will be reviewed on a regular basis to ensure that access is not restricted by unlawful means, and to provide appropriate conditions to meet the special needs of disadvantaged or under-represented groups.

4. Legislation

Glasgow Business Club will ensure it adheres with its equality duties under the Equality Act 2010. The Act brings together over 100 separate pieces of legislation including the Sex Discrimination Act 1975, the Race Relations Act 1976, and the Disability Discrimination Act 1995.

5. Types of discrimination

There are various types of discrimination prohibited by this policy. The main types are:

- 5.1 Direct discrimination.** Direct discrimination occurs where one person is treated less favourably than another because of a protected characteristic set out in this policy. For example, refusing a member access to certain club benefits or activities because they have a disability would be direct discrimination based on the protected characteristic of disability.

Other types of direct discrimination are:

5.1.1 **Associative discrimination** - this is direct discrimination against someone because they associate with another person who possesses a protected characteristic. For example, a member is discriminated against because his/her son is disabled.

5.1.2 **Perceptive discrimination** - this is direct discrimination against an individual because others think they possess a particular protected characteristic. For example, if members believe another member is gay and treat them unfairly because of this perception, it would be perceptive discrimination, even if the individual does not actually possess that characteristic.

- 5.2 Indirect discrimination.** Indirect discrimination occurs when an unjustifiable requirement or condition is applied, which appears to be the same for all, but which has a disproportionate, adverse effect on one group of people. This is discrimination even though there was no intention to discriminate. For example, holding meetings exclusively in venues without step-free access could disadvantage members with mobility impairments, amounting to indirect discrimination based on disability.

- 5.3 Victimization.** Victimization is where a member is treated less favourably than others because they have asserted legal rights against Glasgow Business Club or assisted a colleague in doing so. For example, victimisation may occur where a member has raised a genuine grievance against Glasgow Business Club and is demoted as a result.

- 5.4 Harassment.** Harassment is “unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.” It is important to remember that it is not the intention of the harasser but how the recipient perceives their behaviour, which determines whether harassment has occurred. Please see Glasgow Business Club’s Harassment Policy for further details of how Glasgow Business Club deal with harassment and bullying.

6. Measuring and monitoring equality and diversity

- 6.1** In order to measure whether the Club is meeting the goals set out in this policy it is necessary to collect data, analyse that data, get to the root cause of any findings and decide on any changes that can be made.
- 6.2** An Equal Opportunities Monitoring Form is used during the recruitment process and periodically with existing members to build an accurate picture of the make-up of the membership.
- 6.3** We will also look at members through every stage of their journey with Glasgow Business Club to look for any common themes.