

Equality, Diversity and Inclusion Policy

1. Vision

Glasgow Women's Library (GWL) is committed to creating a culture in which diversity, inclusion and equality of opportunity are promoted pro-actively, and in which discrimination is not accepted and will be challenged. GWL recognises the real and significant benefits of having a diverse and inclusive community of staff, volunteers, Board of Directors, visitors, learners, audiences and service users, and, to this end, is working towards building and maintaining an environment in which the values of Equality, Diversity and Inclusion (EDI) are intrinsic to, and shared across, the organisation.

2. Policy Statement

GWL believes in the principles of social justice and human rights, acknowledges that discrimination affects people in complex ways, and is committed to challenging all forms of inequality with an intersectional approach. To this end, Glasgow Women's Library aims to ensure that:

- Individuals are treated fairly, with dignity and respect, regardless of having any Protected Characteristics,* due to their age; marital / civil partnership status; disability; race; religion or beliefs; sex or gender; gender reassignment; sexual orientation; pregnancy or maternity; or social / economical background;
- It adopts an intersectional feminist approach in its work, recognising that different aspects of social and political discrimination overlap with gender to impact those who are most marginalised in society;
- It affords all individuals, learners, volunteers, users, visitors, audiences and employees the opportunity to fulfill their full potential;
- It promotes a diverse, inclusive and supportive environment for staff, learners, volunteers, users, and visitors, and recognises the varied contributions to the achievement of GWL's Vision, Mission and Aims made by individuals from diverse backgrounds and with a wide range of lived experiences.

3. Scope of the Policy

This policy applies to all the Board of Directors, staff, learners, users, visitors and volunteers of GWL, together with those contracted to work at or for GWL. This includes tutors, part-time and temporary sessional staff, course leaders, those on placements and partner organisation representatives.

4. Aims of the Policy and Underpinning Principles

The aim of this Policy is to ensure that in carrying out its activities, GWL will have due regard to:

- Promoting equality of opportunity, diversity and inclusion across the organisation;
- Promoting good relations between people of diverse backgrounds;
- Eliminating unlawful discrimination.

This policy is guided by the principles, that:

- Learners, users, visitors, volunteers, Directors and employees should enjoy a safe environment, free from discrimination, harassment, intimidation or bullying;
- All learners, users, visitors, volunteers, Directors and employees should have equal access to quality services that are made available by GWL and its partners;
- All employees should have equal access to opportunities for personal, professional or academic development and career, progression and promotion opportunities;
- All learners, users, visitors, volunteers, Directors and employees should be able to participate fully in the work and life of GWL and celebrate its diversity and inclusivity;
- All learners, users, visitors, volunteers, Directors and employees should reflect the diversity of talent, experience and skills from the local and national pool from which it draws its visitors and workforce;
- Positive action initiatives, based on the Equality, Diversity and Inclusion Action Plan, continue to be used to redress inequalities, lack of diversity and to challenge discriminatory practice;
- All relevant stakeholders, including staff, volunteers and learners, have the right to be consulted about organisational Policy, Procedures and practices and are encouraged to contribute to the decision making processes of GWL;
- GWL's approach is based on inclusivity and intersectional feminism. GWL understands and respectfully acknowledges a range of feminist views and beliefs, and we welcome

robust discussion and debate. When expressing such beliefs, learners, users, visitors, volunteers, Directors and employees should treat others with respect and understanding, and avoid causing offence, or discriminating or harassing a group or individual. Any objectionable manifestation of any beliefs will not be tolerated.

5. Implementation of the Policy

The successful implementation of all strands of this Policy relies on the mainstreaming of EDI within the strategic planning process. This is achieved through the implementation of an equalities framework - the Equality, Diversity and Inclusion Action Plan - which will be the subject of ongoing consultation and review.

6. Responsibilities

GWL's Board of Directors is responsible for ensuring that the organisation meets its legal obligations in respect of legislation relating to equal opportunities and reviewing it annually. GWL's Senior Management Team is responsible for mainstreaming the Policy in their recruitment, supervision and programming work.

The Senior Management Team is also responsible for:

- Fostering a culture in which compliance with this Policy is regarded as integral and in which EDI issues are actively promoted;
- Identifying and initiating ways that improvements in EDI across GWL's culture can be improved;
- Ensuring that staff are encouraged, supported and enabled to reach their full potential;
- Identifying appropriate staff development for themselves and all staff to meet their learning and development needs, and maintain an awareness of the range of EDI issues.

Staff working with volunteers, learners and visitors are responsible for maintaining and implementing the principles of the Policy in their work with individuals and groups.

Individuals in the GWL broader community are responsible for:

- Supporting and implementing the aims of this Policy;
- Promoting equality of opportunity;
- Contributing to an environment free of fear or intimidation and which celebrates diversity and inclusion;

- Ensuring that their behaviour and actions do not amount to discrimination, harassment, bullying or victimisation in any way.

7. Breach of the Policy

GWL takes seriously any instances of non-adherence to the Equality and Diversity Policy by staff, Board and volunteers. Any instances of non-adherence will be investigated and where appropriate will be considered under the Disciplinary Procedure, and GWL will take appropriate action relative to the nature of the incident.

8. Monitoring and Review

The Board of Directors and Senior Management Team will monitor performance against GWL's EDI Action Plan as appropriate. GWL will seek to assess the impact of its Policies on its Directors, staff, volunteers, learners and users to ensure that real improvements are being made in tackling discrimination and promoting equality, diversity and inclusion.

9. Relevant Legislation

GWL will implement its Equality, Diversity and Inclusion Policy in accordance with current legislation and codes of practice, including the Equality Act 2010 and the Human Rights Act 1998.

* It is against the law to discriminate against someone because of a Protected Characteristic.

The nine Protected Characteristics, protected under the Equality Act 2010, are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation