

The Equality, Diversity and Inclusion policy promotes a culture that values difference and eliminates discrimination enabling diverse teams to be built, creating an environment where all colleagues can thrive.

Equality, Diversity and Inclusion Policy

Document management

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Policy owner	Director of People Services
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CONTENTS

EQUALITY, DIVERSITY AND INCLUSION POLICY	1
Document management	1
Review process	1
Overview	3
Policy statement	3
Scope	3
Policy details	4
Policy Guidelines	4
Why equality, diversity and inclusion are important	5
Our commitments	5
Discrimination	5
Recruitment and Selection	6
Positive Action	7
Training, Promotion and Conditions of Service	7
Termination of Employment	7
Disabilities	7
Part-Time and Fixed-Term Working	8
Breach of this Policy	8
Equality, diversity, and inclusion	8
Additional needs (addressing vulnerabilities)	8
Summary of local variations	8
Compliance and administration	9
Legal and regulatory compliance	9
Evaluation, review, and performance monitoring	9
Related policies	9
Changelog	10

Part 2

Overview

Policy statement

This policy supports Amplius' values and is a commitment to improving lives and supporting colleagues by promoting a culture that embraces diversity, values differences, and actively works to eliminate discrimination. We believe that diverse perspectives enhance our ability to understand and meet the needs of our customers.

Amplius is dedicated to fostering equality and creating an inclusive workplace where everyone is respected and valued. We are also committed to ensuring fair and unbiased treatment for all, including colleagues, customers, and suppliers.

This policy is a Day 1 provision for Amplius as a newly established company, it is subject to review as we develop and review our policies over the next 18 months.

Scope

The term Amplius incorporates all member companies and subsidiaries.

The policy applies to all colleagues, including consultants and third parties such as contractors, casual workers, volunteers, interns, job applicants, and Board and Committee Members.

This policy applies to all conduct within the workplace, as well as events outside of the workplace, such as meetings, social events, and social interactions with colleagues. It also covers conduct that may impact Amplius' reputation, such as expressions of views on social media, communications with a member of the media or communications with customers.

Amplius Board oversees and ensures effective policies and controls are in place, delegating management to the Chief Executive, Chief Officers, and Directors, ensuring the objectives of the organisation are implemented.

The Chief People and Governance Officer acts as the policy sponsor, aligning it with business plans and strategies. The Director of People Services owns the policy, ensuring its suitability, implementation, and review. The Head of HR Business Partnering is responsible for drafting and updating the policy.

The policy does not form part of any colleague's contract of employment and the policy may be amended at any time.

Part 3

Policy details

Policy Guidelines

Amplius is committed to implementing this policy across all areas of the organisation. We will ensure that equality, diversity, and inclusion principles are embedded into our recruitment, training, and development practices, as well as in our everyday decision-making processes. All colleagues, regardless of their background, gender, ethnicity, age, disability, sexual orientation, or any other characteristic, will be treated fairly and with respect.

Leaders and managers are responsible for fostering an inclusive environment by promoting open dialogue, addressing discriminatory behaviour, and ensuring equal opportunities for career advancement. Employees are encouraged to actively contribute to building a diverse and inclusive workplace by respecting differences and challenging bias or inequality wherever it arises.

We will continuously review and update this policy to ensure that our Equality, Diversity and Inclusion (EDI) commitments are met and reflect the evolving needs of our organisation and workforce.

Amplius adheres to the Worker Protection (Amendment of Equality Act 2010) Act 2024, which strengthens protections against workplace sexual harassment. This new legislation introduces the duty to prevent sexual harassment and enhances protections for workers from third-party harassment. We are committed to ensuring a safe and respectful working environment by taking all reasonable steps to prevent harassment. Colleagues are encouraged to report any concerns, and all complaints will be handled confidentially, investigated promptly, and acted upon in compliance with the new legal standards.

We will continuously review and update this policy to ensure that our EDI and legal commitments are met and reflect the evolving needs of our organization and workforce.

Defining Diversity, Equality, and Inclusion

When we talk about diversity, we mean ensuring that we employ and retain colleagues from a wide range of backgrounds, perspectives, and experiences. This includes, but is not limited to, differences in race, gender, age, disability, sexual orientation, religion, culture, and socioeconomic status. Our commitment to diversity ensures that we reflect the varied and dynamic communities we serve.

When we talk about inclusion, we mean creating a working environment where everyone has a 'voice,' and everyone's opinions and views are heard, valued, and respected. We strive to foster a culture where all colleagues feel welcomed, supported, and empowered.

When we talk about equality, we mean providing fair treatment, access, and opportunity for all individuals, ensuring that no one is disadvantaged because of their background, identity, or personal characteristics. We are committed to creating an inclusive workplace where everyone has equal access to opportunities, resources, and rewards.

Diversity, equality, and inclusion are closely linked. A diverse workforce strengthens our organisation, while inclusion ensures everyone's voice is heard and valued. Promoting equality helps create an environment where all colleagues can succeed, no matter their differences.

Why equality, diversity and inclusion are important

All colleagues bring something unique to Amplius and we want to celebrate and champion that. For us, a great place to work means somewhere that is inclusive of everyone, where colleagues feel valued and appreciated for the contribution they bring. Diversity also makes our organisation better and stronger, encouraging ideas, innovation, and a culture of learning. We want you to:

- Bring your authentic self to work.
- Feel accepted and valued within your teams and feel part of the community.
- Have equal opportunities to succeed and grow.
- Have your voice heard, even if it challenges the status quo.
- Be free from any form of discrimination or bias in the workplace.
- Be respected and taken seriously at all times.

Our commitments

Amplius will take all reasonable steps to:

- Promote awareness and provide training to all colleagues on every aspect of equality, diversity, and inclusion in the workplace.
- Embrace the principles of EDI for every colleague and applicant, ensuring fair and equal opportunities for all. Our goal is simple: no one should miss out on employment opportunities for reasons that have nothing to do with their skills or potential.
- Establish programmes and processes to ensure a diverse pool of candidates in recruitment.
- Create an inclusive working environment.
- Make reasonable adjustments to support colleagues with disabilities, helping them reach their full potential.
- Ensure that all work environments are free from all forms of discrimination, harassment, intimidation, or bullying.
- Ensure all colleagues have accessible spaces to share their thoughts, ideas, and seek help, while actively reminding them of these resources.
- Support continuous improvement of our practices through external benchmarking and surveys.
- Demonstrate care for our customers by listening to and acting on their feedback. We recognise diversity and offer services that allow customers to engage with us in ways that work for them.

Discrimination

Colleagues must not unlawfully discriminate against or harass other people, including current and former colleagues, job applicants, clients, customers, suppliers, and visitors.

This applies in the workplace, outside the workplace (when dealing with customers, suppliers, or other work-related contacts), and on work-related trips or events, including social events.

Protected Characteristic means age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation.

The following forms of discrimination are prohibited under this policy and are unlawful:

- **Direct discrimination:** treating someone less favorably because of a Protected Characteristic. For example, rejecting a job applicant because of their religious views.
- **Indirect discrimination:** a provision, criterion or practice that applies to everyone but adversely affects people with a Protected Characteristic. For example, requiring a role to be full-time rather than part-time would adversely affect women because they tend to have greater childcare commitments than men. Such a requirement would be discriminatory unless it is justified.
- **Harassment:** this includes sexual harassment and other unwanted conduct related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them.
- **Victimisation:** retaliation against someone who has complained or has supported someone else's complaint about discrimination or harassment. For example, giving an unjustified poor performance review to someone who made an allegation of discrimination.

Recruitment and Selection

Recruitment, promotion, and other selection exercises, such as redundancy selection, will be based on merit, against objective criteria that avoids discrimination. When recruiting or promoting, we will aim to take steps to improve the diversity of our workforce and provide equality of opportunity. Shortlisting and interviewing are conducted by more than one person and with the involvement of the People Services Team, where possible.

Amplius take steps to ensure that vacancies are advertised to a diverse labor market by using a variety of media channels.

Job applicants shall not be asked questions which might suggest an intention to discriminate on the grounds of a Protected Characteristic. For example, applicants should not be asked whether they are pregnant or planning to have children.

As a Disability Confident employer, we are committed to:

- Ensuring our recruitment process is inclusive and accessible.
- Offering an interview to any candidate who identifies as Disability Confident, and meets the essential criteria outlined in the job description.
- Accommodating any reasonable adjustments outlined by the candidate.
- Support existing colleagues who acquire a disability or long-term health condition, enabling them to stay in work.

Amplius is required by law to ensure that all colleagues are entitled to work in the UK. Assumptions about immigration status should not be made based on appearance or apparent nationality. All prospective colleagues, regardless of nationality, must be able to produce original documents (such as a passport) before employment starts, to satisfy current immigration legislation.

To ensure that this policy is operating effectively, and to identify groups that may be under-represented or disadvantaged in our organisation, we monitor applicants' ethnic groups, gender, disability, sexual orientation, religion, and age as part of the recruitment process.

Provision of this information is voluntary, and it will not adversely affect an individual's chances of recruitment, or any other decision related to their employment. The information is removed from applications before shortlisting and kept in an anonymised format. Analysing this data helps us take appropriate steps to avoid discrimination and improve equality and diversity.

Positive Action

Amplius recognises that overcoming barriers to equality of opportunity can require positive action. We will consider measures that we can take to address underrepresentation of certain groups within our organisation. For example:

- Actively inviting participants from underrepresented groups.
- As a disability confident employer, supporting the recruitment of people with disabilities. This includes offering an interview to any candidate who declares a disability and meets the minimum criteria of the relevant job specification, in the efforts to widen opportunities for disabled candidates.
- Promoting opportunities such as apprenticeships, internships and mentoring to underrepresented groups.

Training, Promotion and Conditions of Service

All colleagues will be given appropriate access to training to enable them to progress within the organisation. The People Services Team, together with line managers, will annually review each colleagues' training and development requirements. Development opportunities will be offered regularly to upskill and provide colleagues with additional tools and support.

Amplius will provide all colleagues with regular training to ensure that everyone is aware of and understands the contents of this policy.

Our conditions of service, benefits and facilities are reviewed regularly to ensure that they are available to all colleagues who should have access to them and that there are no unlawful obstacles to accessing them.

Termination of Employment

We will ensure that redundancy criteria and procedures are fair and objective and are not directly or indirectly discriminatory.

We will also ensure that the Disciplinary Policy is applied without discrimination.

Disabilities

If a colleague is disabled or becomes disabled, including neurodiversity, then we encourage them to tell us about their condition as soon as possible so that we can support them as appropriate.

Colleagues, if experiencing difficulties at work because of a disability, should raise their concerns with their line manager to discuss any reasonable adjustments that would help overcome or minimise the difficulty. The line manager may wish to consult the People Services team about adjustments. Amplius will consider the matter carefully and try to accommodate a colleague's needs within reason. If we consider a particular adjustment would not be reasonable, we will explain our reasons and try to find an alternative solution where possible.

We will monitor the physical features of our premises to consider whether they might place anyone with a disability at a substantial disadvantage. Where necessary, we will take reasonable steps to improve access, including enabling people to work from home.

Part-Time and Fixed-Term Working

Part-time and fixed-term colleagues should be treated the same as comparable full-time or permanent colleagues and enjoy no less favorable terms and conditions (on a pro-rata basis where appropriate) unless differential treatment is justified.

Breach of this Policy

Amplius takes a strict approach to breaches of this policy, which will be dealt with in accordance with our Disciplinary Policy. Serious cases of deliberate discrimination and victimisation may amount to gross misconduct resulting in dismissal.

If a colleague believes that they have suffered harassment, bullying or discrimination, or witnessed it happening to someone else in the workplace, then they can raise the matter via the Grievance Policy. Complaints will be treated in confidence and investigated as appropriate.

There must be no victimisation or retaliation against colleagues who complain about or report discrimination. If a colleague believes that they have been victimised for making a complaint or reporting of discrimination, having witnessed it happening to someone else in the workplace, they should raise it via the Grievance Policy.

Amplius encourages the reporting of all types of potential discrimination, as this assists us in ensuring that our equality, diversity, and inclusion principles are adhered to in the workplace. However, making a false allegation in bad faith, or that you know to be untrue, will be treated as misconduct and dealt with under our Disciplinary Policy.

Equality, diversity, and inclusion

An equality analysis has been conducted in the Policy Development Plan and the implications have been highlighted throughout the Equality, Diversity, and Inclusion policy.

Additional needs (addressing vulnerabilities)

Amplius recognises that, for various reasons, some of our customers and service users may be vulnerable. Policies therefore will take account of the recommendations made by the Housing Ombudsman and Regulatory recommendations on vulnerabilities. Amplius will take a proactive approach when making a decision relating to a customer or service user and where practicable, tailor and adapt our services to suit the needs of customers and support vulnerable people.

Summary of local variations

There are no local variations to this policy.

Part 4

Compliance and administration

Legal and regulatory compliance

This policy fully complies with Amplus' legal and regulatory obligations.

- Equality Act 2010
- Data Protection Act 2018
- General Data Protection Regulations
- Public Sector Health Duties
- Regulator of Social Housing Standards

This list is not exhaustive, and policy authors will undertake thorough research and/or seek professional advice to ensure that Amplus meets its obligations and complies with the current and relevant legislation and regulations.

Evaluation, review, and performance monitoring

This policy will be reviewed on a Annual basis to ensure that it remains fit for purpose. A policy review may also be required earlier, in response to internal or external changes for example changes in legislation. Prompt and effective action will be taken where improvements are identified.

Amplus undertakes monitoring to meet statutory requirements and achieve best practice. This is used to inform and improve our employment practices.

The People and Governance Committee (P&G) will be provided with ongoing reports, including reports on gender and other pay gaps and actions to eliminate any disparities that exist.

Related policies

- All policies relate to this policy.

Part 6

Changelog

Amended date	Summary of changes	Version №