

Cleveland Beekeepers Association

Equality, Diversity, and Inclusion - Policy and Procedures

Cleveland Beekeepers Association is committed to encouraging equality, diversity, and inclusion in all its activities.

Aim

The aim is for our organisation to be available to all local beekeepers, prospective beekeepers and those interested in beekeeping in a non-judgemental and respectful way. This includes members of the public as well as those working directly with CBKA as beekeepers and students.

Objectives

The policy's purpose is to:

- Provide equality, fairness and respect for all people involved in any way with CBKA
- Prevent unlawful discrimination (Equality Act 2010) in terms of protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, gender and sexual orientation.
- Encourage equality, diversity, and inclusion in its actions and activities.
- Create an environment free from bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all people involved are recognised and valued.
- Take seriously complaints of bullying, harassment, victimisation, and unlawful discrimination by anyone involved in CBKA activities.
- To ensure that committee members, trainers and visiting speakers are aware of their responsibilities under the equality, diversity and inclusion policy. Responsibilities include everyone conducting themselves to help the organisation provide equal opportunities, and prevent bullying, harassment, victimisation, and unlawful discrimination. Avoidance of stereotyping any group eg through language used in presentations and general communication is also a responsibility.
- Review practices and procedures when necessary to ensure fairness and update them and the policy to take account of changes in the law.

Everyone working for the benefit of CBKA should understand they, as well as the CBKA, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, during the course of their activity, against others working in the Association, other BKAs and the public (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

Procedures

If anyone feels they are being harassed, bullied, or otherwise discriminated against by someone associated with the CBKA, or they are aware of others being subjected to such treatment, we strongly encourage them to raise this with us. They may wish to consider first whether they are able to address the matter informally with the persons responsible but if this is difficult, embarrassing, or uncomfortable we would encourage them to speak to or email the Chair, or if appropriate another member of the committee, who can provide confidential advice and assistance. Their details are available at <http://www.clevelandbeekeepers.org.uk/contacts.html>.

Complaints will be investigated in a timely and confidential manner. Where possible, the investigation will be conducted by someone with appropriate experience and no prior involvement in the situation. Details of the investigation, the name of the complainant and the name of the person accused will only be disclosed on a "need to know" basis (which may include enabling the accused person properly to answer the allegations). We will of course, consider with care whether any steps are necessary to manage the ongoing relationship between the complainant and the person accused during the period of any investigation.

Once an investigation is complete both parties will be informed of the outcome and we will consider what action would be appropriate to deal with the problem.

Whether or not the complaint is upheld, the CBKA committee will consider how best to manage any ongoing relationship between the people concerned.

For the purpose of this policy, you are encouraged to raise all concerns you may have relating to any unwanted, inappropriate or improper conduct of which you are aware. It is imperative to us that we know about these matters so they should properly be addressed, regardless of whether legal protections and liabilities are triggered. We want people to come forward and anyone, who in good faith makes complaints or participates in any investigation, must not suffer any form of retaliation or victimisation as a result.

This document will be reviewed by the committee of Cleveland beekeepers every two years and will be included in the annual report.

March 2023