

Halton
u3a

Equality, Diversity & Inclusion Policy



Halton u3a

Doc Hu3a 001 - Equality, Diversity and
Inclusion

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1. Introduction

Halton u3a is a charitable organisation which enables members to come together to socialise and to learn for fun in retirement. The organisation is run by members for members on a voluntary basis, with members drawing upon their knowledge, skills and experience to teach and learn from each other by sharing educational, creative and leisure activities.

The organisation recognises that some people may be susceptible to experiencing discrimination and harassment. Therefore, Halton u3a is committed to ensuring that the principles and practices of Equality, Diversity and Inclusion (EDI), which seek to ensure fairness, value differences and create environments where everyone feels respected and able to fully participate, are embedded within the organisation and that the u3a is inclusive and welcoming to all members.

This approach is legally supported by the Equality Act 2010, which protects people from discrimination both in the workplace and in wider society.

2. Aims

The policy seeks to:

- Promote equality, fairness and respect, including compliance with the requirements of the Equality Act 2010.
- Eliminate any potential unlawful discrimination against other members or members of the general public, when acting on behalf of Halton u3a, or participating in a Halton u3a activity.
- Encourage diversity and inclusion as good practice that enhances the culture of Halton u3a.
- Create a safe environment for all learning and leisure activities, free from bullying, harassment and victimisation.

1.1 Equality

Equality means treating everyone fairly and providing the same opportunities, regardless of personal characteristics or circumstances.

The Equality Act 2010 stipulates that organisations cannot treat someone unfairly on the basis of nine '*protected characteristics*', namely:

- Ethnic origin, nationality (or statelessness) or race
- Age
- Disability
- Religion or belief (including the absence of belief)
- Marital or civil partnership status
- Sexual orientation
- Pregnancy and maternity
- Gender reassignment
- Sex and sexual orientation



To this aim, Halton u3a will strive to ensure that members do not experience discrimination on the basis of their protected characteristics. This will include striving to provide equal access to groups where possible and encouraging and mandating appropriate behaviour between members, committee members and group leaders at all times.

The Equality Act highlights that organisations need to consider what ‘**reasonable adjustments**’ can be made in order to accommodate those who may have particular needs. Therefore, Halton u3a Committee will review what reasonable adjustments may be needed for any members with particular needs on an ongoing basis. Where necessary, the Committee will seek guidance and additional support from the National u3a organisation.

2.2 Diversity

Diversity refers to range of varied identities, backgrounds and experiences within a group. The differences, may be visible, such as ethnicity, gender and age, or may be invisible, relating to socio-economic backgrounds, religion or belief, sexual orientation and simply different ways of thinking about things.

Diversity seeks to recognise and value these differences.

2.3 Inclusion

Whilst diversity is about ensuring that different individuals can be present, inclusion is about making sure that everyone can participate and contribute fully without fear of discrimination or exclusion, by creating environments where all individuals feel respected and supported.

2. Scope

- 3.1 This Policy applies to all members and Trustees (The Halton u3a Committee).
- 3.2 It should be noted that Halton u3a has a ‘zero ‘tolerance approach to any violations of this policy, infringements of which may result in termination of membership.
- 3.3 This policy should be read in conjunction with the Membership policy, with particular reference to the standards of conduct section.

4. Practical Approaches

Halton u3a will make sure that all new members are aware of our policies and procedures in relation to equality, diversity and inclusion and accessibility as well as the Membership policy and expected code of conduct.

In addition, the organisation will make reasonable adjustments and take practical steps to ensure that a wide range of people can participate in our activities and meetings. This may include:

4.1 Consideration given to the time of day of meetings and their location.

Including:

- Accessible to wheelchair users
- Access to PA system and a hearing loop
- Parking and disabled parking available
- Disabled toilet facilities available



4.2 Publicity

Including:

- Using a variety of methods and platforms to communicate externally and raise the profile of the u3a
- Make communications available to those who don't have access to the internet
- Use a range of images that reflect the local community

4.3 Recruiting new members

Including:

- Doing outreach sessions and contacting agencies working with community groups who may be harder to reach
- Encouraging members who are representative of the groups who are underrepresented within the u3a i.e. men or younger members to assist with the recruitment process
- Managing growth so that the organisation can ensure that new members can be accommodated

4.4 Monitoring

The Halton u3a committee will:

- Monitor member numbers i.e. the numbers of members who join, re-join and leave each year in order to identify any trends in membership
- Review the diversity of the membership on an ongoing basis and will seek to ensure that the u3a remains attractive and accessible to all

4.5 Activities, Tasks and Roles

Including:

- Encouraging more members to take on roles such as leading groups, to help ensure that a range of people get their voices heard
- The Groups Coordinator will ensure that all Group Leaders are asked to consider potential issues in relation to accessibility and what steps they may need to take in meeting access requirements.
- It is acknowledged that certain groups may require a certain level of fitness or mobility to participate and therefore the respective group leader should notify members in advance of any potential mobility / fitness level issues, to enable the member to make an informed decision.
- It is important that individuals are able to take full responsibility for their own participation in interest groups and events. Other members who may be willing to help cannot take responsibility for another member's care as this could be deemed outside the u3a insurance cover if any injury or damage resulted.
However, personal carers are covered under the insurance and therefore can accompany a member and should be encouraged to take part if it is safe to do so to enable the member to take part.

5. Dealing with Discrimination and Harassment

- 5.1 Where Halton u3a Committee become aware of any discriminatory practice or harassment, the committee will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures.
- 5.2 If any member of Halton u3a feels that they have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Committee.



- 5.3 Any matters of concern will be reviewed by the Committee and a decision will be made, in line with the u3as constitution and formal procedures, regarding the actions required to address the issue.

6. Definitions

Definitions in respect of words or phrases which are not explained in further detail within the main body of the document are provided as follows:

- 6.1 **Harassment** is unwanted conduct related to 'protected characteristics' that has the purpose or effect of violating a members dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment is also unwanted conduct of a sexual nature which has that same purpose or effect.
- 6.2 **Victimisation** occurs when a member is treated less favourably than others in the same circumstances because he or she has made a complaint or an allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation

7. Further Information and Training

- Additional information around equality, diversity and inclusion for committee members and group leaders is available on the national u3a website <https://www.u3a.org.uk/members-area/support/diversity-and-inclusion>
- In addition Halton u3a will offer induction and training around equality, diversity and inclusion to Committee Members and Group Leaders.

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1.0	Policy ratified and adopted by Halton u3a Committee	13.07.2026	

