



**EAST MIDLANDS JAZZ CIC**

**EQUALITY POLICY**

**Approved by the Board: 12<sup>th</sup> June 2013**

<p><b>Policy statement:</b> EMJAZZ is committed to Equality and Equal Opportunities and will not discriminate against anyone, regardless of ethnic origin, religious beliefs, gender, sexuality, marital or family status, age or disability. Any activity undertaken by EMJAZZ will conform to relevant current legislation and in accordance with the above initial statement regarding discrimination.</p>		
<b>Policy Objective</b>	<b>Approach</b>	<b>Priority Actions for 2013-14 (DO Lead)</b>
<p>1. EMJAZZ is committed to ensuring that its staff (including freelancers), Board, core members and, where possible, other volunteers are adequately trained to fulfil the requirements of this Equality Policy.</p>	<p>The EMJAZZ Development Officer will raise the matter through the normal schedule of meetings and conversations with its members and staff, reporting any significant issues to the Board affecting implementation of this policy. Essential training will be identified and delivered where appropriate.</p>	
<p>2. EMJAZZ will work with its core members to ensure that their audiences, participants in education projects, management and volunteer groups increasingly reflect the ethnic, gender, age and disability and socioeconomic profile of the community it serves.</p>	<p>All activities supported through EMJAZZ will consider representative local communities, providing evidence of conversations, shared information and materials created which have influenced an increase in audience/participation.</p>	<p>EMJAZZ members will supply appropriate statistical information as a part of the 6-monthly reporting structure introduced in 2012. EMJAZZ will identify a baseline following end of 2012-13 reporting, and establish appropriate targets in consultation with each member (and including region-wide programmes) for 2013-14 onwards.</p>
<p>3. The venues at which EMJAZZ and its core members promote, offer education and hold meetings should be accessible to the whole community.</p>	<p>In consultation with members, the EMJAZZ Development Officer will collect and collate accessibility information relating to regular venues by end of 2012-13. From 2013, such data will be gathered for all venues used by the consortium.</p>	

<p>4. EMJAZZ will work with its core members to combat racial, disability, gender and age stereotypes and issues, and to make audiences and participants aware of the diversity of the jazz community.</p>	<p>EMJAZZ and its members will work to facilitate an increasingly representative participation across all activity by ensuring appropriate contact and information sharing with all members of their communities.</p>	<p>Development Officer to proactively work with members to reflect on diversity of workforce and encourage broader spectrum of artists involved</p>
<p>5. All activities will be publicised as soon as is practically possible in appropriate forms and media in order that people outside the organisation can benefit and become involved.</p>	<p>EMJAZZ and its members will ensure open access through inclusive marketing &amp; publicity appropriate to local demographic and the wider community.</p>	
<p>6. Activities will run to a predetermined time-scale and will be priced to suit appropriate target groups and individual participants.</p>	<p>EMJAZZ and its members will provide timely publicity of events and activities through a broad base of media, to garner the widest participation.</p>	
<p>7. Volunteers should be offered reimbursement of 'at cost' expenses such as travel and child care to enable them to attend meetings and undertake work for EMJAZZ and its core members.</p>	<p>The EMJAZZ consortium will ensure that its governance structures are supported through the reimbursement of reasonable out of pocket expenses for its volunteers, and respective payments made as quickly as possible by the Development Officer or Board.</p>	
<p>8. Working with its core members EMJAZZ will collaborate with organisations representing minorities and the disadvantaged to increase the accessibility of its activities.</p>	<p>EMJAZZ and its members will create and maintain a catalogue of specific activity in this area to support the 6-monthly reporting statistics. This will be analysed by the Board and Development Officer to ensure appropriate future coordinated action.</p>	
<p>9. EMJAZZ will provide data on the statistics and activity relating to the Equality Policy on an annual basis in line with the reporting requirements for Arts Council England under the NPO funding agreement, and disseminate such information amongst its core members and others as appropriate.</p>	<p>A statistical report will be made by the Development Officer from member information available following the year end. This will form part of the reporting to ACE, but will be made available to members and partners directly, and be available on the EMJAZZ website.</p>	
<p>10. EMJAZZ will monitor and review its activities based on the above data, and modify its practices if necessary along with those of its core members to meet the obligations from an equal opportunities perspective under this policy.</p>	<p>Through the Development Officer, the EMJAZZ Board will monitor, evaluate and review the processes herein, along with the statistical information, to ensure the aims of this policy are met.</p>	