

CLOA's mission is to be the lead body that advises on, advocates and champions culture and leisure on behalf of sector professionals, locally, regionally and nationally. We are keen to fully represent the diversity of our membership and this statement sets out our commitment in relation to ensuring equality, diversity and inclusion.

Our commitment to equality, diversity and inclusion

1. Commitment

- 1.1. The Chief Cultural & Leisure Officers Association (CLOA) is committed promoting equality, diversity and inclusion within our policies, practices and procedures.
- 1.2. This commitment also applies to our appointments to the CLOA Executive Committee, and dealings with partner organisations, members and third parties.
- 1.3. We shall actively seek to remove barriers and promote accessibility to inclusive participation in our work, and commit to treat everyone equally and with the same respect, attention and courtesy.

2. Legislation - the Equality Act 2010

- 2.1. We will take all reasonable steps to ensure that we and our representatives do not unlawfully discriminate against anyone and are at all times mindful of the nine protected characteristics:
 - age
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race
 - religion or belief
 - sex
 - sexual orientation

Meeting the needs of members and partner organisations

3. General statement

As a provider of membership services, CLOA will work to prevent and eliminate discrimination, establish and promote equality and equal opportunities in all dealings with and on behalf of members, prospective members, and with other parties.

4. Identifying members' needs

- 4.1. CLOA is committed to meeting the diverse needs of members and prospective members. We will seek ways to improve by inviting and acting on suggestions put forward by our nominated Executive Committee lead, so that the services we provide are accessible and reflect the diversity of lived experiences.

5. Communicating our commitment

- 5.1. CLOA will promote and raise awareness of its policies and procedures in ensuring that membership benefits are accessible to the diverse range of culture and leisure professionals that we serve. We will work closely with relevant partner organisations and third parties to

ensure we are meeting all needs as identified or anticipated. We will keep our website up to date with relevant information and promote this where appropriate.

- 5.2. We will communicate to our membership the importance we place on equality, diversity and inclusion, and challenge constructively as necessary where we observe practices or behaviour that is not aligned to our stated commitment.

Membership and appointment to the CLOA Executive Committee

6. CLOA recognises the benefits of having a diverse membership and will take steps to ensure that we will:
 - 6.1. ensure membership is open and accessible to all on the basis of their eligibility or potential to meet the requirement of being a 'strategic leader working directly in the local government environment, and who hold direct managerial responsibility for culture and leisure services.'
 - 6.2. take positive measures to attract applications from those groups which are underrepresented in the membership;
 - 6.3. ensure the selection criteria and processes for appointment to the CLOA Executive Committee is widely promoted, is accessible and encourages applications from all members and that it does not discriminate against those members to whom any of the nine protected characteristics apply.
 - 6.4. actively encourage applications to join the CLOA Executive Committee from people with protected characteristics historically underrepresented on the committee.

Dealings with third parties

7. General statement

The principles of this statement will apply to all dealings with third parties, with other service providers and general procurement.

Implementing the policy

8. Responsibility

- 8.1. Ultimate responsibility for implementing the policy rests with the CLOA Executive Committee.
- 8.2. The Committee will nominate a member of the Executive Committee to be responsible for the operation of the policy.
- 8.3. All those on the Executive Committee, CLOA members, free-lance employees and partners, are expected to pay due regard to the provisions of this policy and are responsible for ensuring compliance with it when undertaking their jobs or representing CLOA.

9. Complaints of discrimination

- 9.1. CLOA will treat seriously all complaints of unlawful discrimination on any grounds made by those on the Executive Committee, CLOA members, free-lance employees and partners, or other third parties and will take action where appropriate.
- 9.2. All complaints will be investigated and the Executive Committee will appoint a panel of three members to investigate and report recommendations for actions within 3 months of a complaint being made. The complainant will be informed of the outcome.