
Philharmonia

Equality, Diversity, and Inclusion Policy

Introduction

The Philharmonia recognises that providing equality of opportunity, valuing diversity, and promoting a culture of inclusion are vital to our success and we are committed to ensuring that equality is embedded in all our activities, policies, and decisions. Our aim is to make full use of people's talents and skills by creating an open and inclusive workplace culture where people from all backgrounds can work together with dignity and respect.

Our aim is for our workforce to be truly representative of all sections of society, and for each person who works with us, including employees, consultants, casual and agency staff, members of the Board, full and provisional members of the Orchestra, extra players, conductors, soloists, chorus members, contractors, and volunteers to feel respected and able to give their best. The Orchestra is committed to combatting discrimination towards concert attendees, participants in Education programmes and any other members of the public with whom we may come into contact. We will work towards dismantling the social and institutional barriers that prevent people from participating in and enjoying the arts.

The Philharmonia is wholly committed to the principles of fairness, consistency, and equality. We believe that everyone has a right to equal access to employment as well as being free of any direct or indirect discrimination and harassment or bullying. In order to achieve this, the Philharmonia and those engaged in business with us, will treat all people it deals with as individuals, in ways that are fair, consistent and tailored to their needs yet aligned to business needs and objectives.

This policy defines the Philharmonia's commitment to Equality, Diversity, and Inclusion, being an equal opportunities employer and working within legislative requirements as outlined in the Equality Act 2010.

The principles of the policy will apply equally to the treatment of staff, members, players, partners, visitors, suppliers, and anyone engaged in business with the Philharmonia.

Principles

This policy is governed by the following principles:

- consistency and fairness.
- trust and responsibility,
- dignity and respect; and
- openness and transparency.

Responsibilities

Under the Equality Act 2010, the Philharmonia is legally responsible for all employees acting on behalf of the Philharmonia. Therefore, we expect all employees, consultants, casual and agency staff, members of the Board, full and provisional members of the Orchestra, extra players, conductors, soloists, chorus members, contractors and volunteers must:

- treat everyone with dignity and respect the rights and beliefs of others
- anticipate and respond positively to the different needs and circumstances of others
- not make assumptions about others

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- challenge or report incidents of discrimination and harassment
- act in ways that are in accordance with equality legislation
- support the aims and values of the Philharmonia in relation to equality, diversity and inclusion objectives

All staff managers must set an appropriate standard of behaviour and lead by example through their actions and decision making, relating to their team members. Additionally, they must ensure that those they manage adhere to the policy and promote our aims and objectives regarding equality, diversity, and inclusion.

Complaints

The Philharmonia will take a zero-tolerance stance towards acts of direct or indirect discrimination, harassment, bullying or victimisation of anyone engaged in their business in relation to the protected characteristics. Please refer to the Dignity at Work Policy for details of how to raise a complaint.

Where evidence is found of a staff individual's non-compliance with this policy, they may be subject to disciplinary action in accordance with the Disciplinary Policy, up to and including summary dismissal as a result of gross misconduct. Malicious or frivolous allegations will also be considered a disciplinary matter.

Individuals who make complaints or who participate in good faith in any investigation conducted under this policy will be protected from any form of intimidation or victimisation as a result of their involvement.

Confidentiality

Any issues raised will be dealt with confidentially. Individuals are requested to maintain a high level of confidentiality at all times during involvement in any ongoing issue. Breach of confidentiality may result in disciplinary action under the Philharmonia's Disciplinary Policy.

Training

The Philharmonia is committed to ensuring its employees are trained in equality, diversity and inclusion.

Recruitment

This policy will be applied to all stages of staff recruitment and selection process.

In order for us to monitor the effectiveness of the Recruitment and Equality, Diversity and Inclusion Policy we ask all candidates complete the Equality, Diversity and Inclusion Monitoring Form. Any data which is collected will be collected solely for the purpose of monitoring equality, diversity and inclusion in our recruitment practices and will be held confidentially by the Philharmonia and protected from misuse.

The Philharmonia will ensure that recruitment channels are monitored to ensure that they reach diverse and representative candidates and that they do not exclude or disproportionately reduce the number of applications from those with a protected characteristic.

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Selection criteria and tests will relate to the objective requirements of the job. Recruitment decisions will be made on the basis of those objective criteria and individual's merit.

The Philharmonia will review its recruitment and selection procedures periodically to ensure that they are appropriate for achieving our equality, diversity, and inclusion objectives, are fair and compliant with the law.

Career Development

The Philharmonia will ensure that decisions concerning employees, relating to opportunities for work, training, promotion, salary reviews and development are taken based on merit only (apart from in any limited exemptions and exceptions allowed under the Equality Act 2010).

Dismissal, grievance, and discipline.

Staff Managers will ensure that the application of dismissal, grievance, and discipline procedures, including redundancy, reflect all elements of this policy.

Reasonable adjustments

The Philharmonia will endeavour to make reasonable adjustments, where practical, to ensure equality of access and participation in business activities and will seek advice and expertise from an Occupational Health provider, as necessary. If an individual is disabled or becomes disabled, they are encouraged to discuss this with their manager as soon as practical in order that the Philharmonia can provide as much support as possible and make reasonable adjustments that may help overcome or minimise any difficulties. Where an Occupational Health provider is engaged, the individual may be requested to attend meetings with them in order to be assessed and be involved in any recommendations put forward.

Monitoring and review

The Philharmonia will monitor the make-up of the workforce regarding information such as disability, age, gender, ethnic background and sexual orientation, with the aim of encouraging equality and diversity and of meeting the aims and commitments set out in the Philharmonia's Equality, Diversity and Inclusion Action Plan.

The Philharmonia will monitor and assess how the Equality, Diversity and Inclusion Policy and Action Plan are working in practice, reviewing them on an annual basis, and considering how best to take action with regard to any issues which may emerge from this process of review and assessment.