

What is EDI ?

Equality: Equality means making sure that every individual has equal opportunities. By being conscious of and actively challenging bias or prejudice we make sure no one is treated less favourably because of who they are or what makes them different from other people.

- **Core Values**

- o Fairness - Just and impartial treatment without discrimination.
- o Impartiality - Equal treatment for all people; impartiality means basing things on objective criteria that's not influenced by bias or prejudice.
- o Egalitarianism - A doctrine that all people should have equal rights and opportunities.

Diversity: Differences a present within an organisation or setting. People with differing identities, backgrounds and experiences should all have equitable access to resources and decision-making.

- **Core Values**

- o Dignity and Respect - Considering and valuing different backgrounds, knowledge, and experiences, and creating an environment that makes positive use of these differences.
- o Representation - Organisations should be reflective of the society they live in and the communities they serve.

Inclusion: Being proactive, making sure people of different backgrounds, experiences and identities feel welcomed, respected, and fully able to participate. It is not only about creating a diverse environment but also about making sure that a culture exists where one can be themselves.

- **Core Values**

- o Equity – In some circumstances, people need to be treated differently to provide meaningful equality of opportunity. Equity is opportunity not outcome focused. Achieving equality of opportunity requires both equality (formally equal treatment) and equity (situationally different treatment), depending on the circumstances. Equity should be reflected into the design of policies and the delivery of services, including internal policies, and for these issues to be kept under review.
- o Presence and Voice: An individual's presence alone does not mean that full inclusion has been achieved; their opinions must be heard and considered during deliberations.

Why do we need EDI ?

- Recognising and countering any imbalances in power, perspectives, and opportunities in the charity, and in the attitudes and behaviour of trustees, staff and volunteers, helps to make sure that a charity achieves its aims.
- All trustees have the same responsibility for the charity, so they must have equal opportunity to contribute to decision making.
- Charities risk a disconnect between board members and service users through a lack of diversity in the widest sense. Diversity contributes to balanced decision making, legitimacy and impact within charities.
- Boards that commit to EDI are more likely to set a positive example and tone for the charity.
- Trustee boards make strong decisions when they understand the range of the experiences in their community and reflect this through authentic representation in all decision-making processes.

Protected Characteristics

The Equality Act came into force from October 2010 providing a modern, single legal framework with clear law to better tackle disadvantage and discrimination. Under this Act, discrimination against another based on the 9 protected characteristic is illegal.

1. **Age**
2. **Disability**
3. **Gender reassignment**
4. **Marriage and civil partnership**
5. **Pregnancy and maternity**
6. **Race**
7. **Religion or belief**
8. **Sex**
9. **Sexual orientation**

Discrimination

Discrimination

An individual can be discriminated against based on any protected characteristic, for example sexual orientation discrimination, disability discrimination, age discrimination etc.

- **Direct Discrimination**
 - Direct discrimination means treating someone differently because of a protected characteristic. An example would be an employer not telling an older employee about a promotion opportunity because they don't think they'd be able to do the job.
- **Indirect Discrimination**
 - Indirect discrimination involves rules or policies that disproportionately impact people with a protected characteristic. For instance, a local authority holding meetings in the evening when people with childcare responsibilities may not be able to attend would disproportionately impact those with children.
- **Discrimination by Perception**
 - When an individual is treated unfairly because it is believed that they have a certain protected characteristic under the Equality Act 2010, whether it is true. An example would be assuming one's sex or sexual orientation based on appearance and stereotypes.
- **Discrimination by Association**
 - When someone is treated unfairly because either someone they know or someone they are associated with has a certain protected characteristic.
- **Harassment**
 - Harassment means treating someone in a way that violates their dignity, subjects them to pressure or intimidation, or creates a hostile or degrading environment. An example of harassment would be bar staff making offensive comments about someone with a disability.
- **Victimisation**
 - Victimisation involves treating someone unfairly because they've taken some action against discrimination. An employer who treats an employee differently after they make a complaint about harassment in the workplace is an example of victimisation.

Bias

Bias

- **Evaluability Bias**
 - The tendency to prioritise certain attributes over others due to ease of evaluation, possibly side-stepping more relevant criteria. People may make choices based on attributes that are straight-forward to evaluate, such as outputs, even though outcomes might be the better measure.
- **Unconscious Bias**
 - unconscious bias impacts everyone and is triggered as the brain automatically makes swift judgements and assessments on people. It describes the associations held that are outside of our awareness and control.

TYPES OF UNCONSCIOUS BIAS



Affinity Bias

Feeling a connection to those similar to us



Perception Bias

Stereotypes and assumptions about different groups



Halo Effect

Projecting positive qualities onto people without actually knowing them



Confirmation Bias

Looking to confirm our own opinions and pre-existing ideas.

Microaggressions

The Invisibility of Unintentional Expressions of Bias

Microaggression

A term used for commonplace daily verbal, behavioural or environmental slights, whether intentional or unintentional, that communicate hostile, derogatory, or negative attitudes toward stigmatized or culturally marginalized groups.

- Specific remarks, questions, or actions that discriminate against or draw on stereotypes aligning with an individual's identity (protected characteristics).
- Tend to be subtle, indirect, and unintentional.

In most cases committing a microaggression does not mean you are a bad person; it signals that you have a chance to treat a colleague with greater respect and to grow on your DEI journey.

Examples:

Race/Ethnicity

- "You don't look Jewish," - This draws on damaging stereotypes, insinuating that an individual should present a certain way.

Citizenship

- “Where are you from ?” - Raising questioning as to an individual's “true” origin.

Class

- “You don’t seem like you grew up poor,” – presents the notion that individuals from specific socioeconomic backgrounds should look or act a certain way.

Mental health

- “You don’t seem like you are depressed. Sometimes I get sad too,” – This minimizes the experiences of people with mental illness.

Gender

- “Don’t be so sensitive sweetheart,” - Regardless of the gender in which the comment directed, often individuals assign negative connotations to ‘stereotypical feminine’ attributes / characteristics as an insult.

Sexuality

- “That’s so gay” - to mean something is bad or undesirable, signalling that being gay is associated with negative and undesirable characteristics.
- “Do you have a wife/husband?” which assumes heteronormative culture and behaviours, versus more inclusive phrasing such as “Do you have a partner?”

Identity (name)

- ‘Your name is so hard to pronounce’ - suggests that the person in question does not fit in culturally or linguistically.

Importance of Language

“The words we use, no matter how subtle, subconsciously influence human thought, beliefs, and behaviour. As such, how we describe people and their identities can have a profound effect on how we perceive them, for better or for worse”.

Language and phrases are constantly changing alongside the advance of EDI throughout society.

You are not a bad person if you do not use the most up-to-date phrase / language !

- It is important that we do not use outdated language when discussing or addressing issues at hand. However, it can take many years for a new phrase / word / language to be circulated or adopted; sometime ‘new’ acronyms and words that are brought into circulation revert to their original form.

Good Practice:

- Ask Questions
 - Not all new EDI language is necessarily the best nor is their only one ‘correct’ word that is accepted by all in some instances. Different organisations and people have different preferred EDI terms.
 - Whether you or another individual uses a term that is not preferred or used by the other, politely ask / respond them regarding what the terms stands for and how it should be properly used.

- Often, we only hear about these new terms / words though others.
- Have a Basic Understanding
 - Use a glossary of EDI language, to become familiar with different phrases, terms and acronyms that are commonly used and what they mean.
- Be conscious of the origins / inference behind words.
 - Unfortunately, many phrases that we often in our language have negative connotations / racist / sexist or overall demeaning origins etc. When used, these phrases can have a negative impact and upset others.
 - Understand the origins of the language that you use and how it may affect another is important for advancing EDI. For instance, the phrase 'peanut gallery' originated in the 1880s corresponds to the cheap upper-level theatre seats where individuals from different ethnicities were previously segregated.
 - Be proactive and look up the origins of phrases if you are unsure of their meaning and be open to learning from others.
 - Again – you are not a bad person if you use a phrase without knowing its underlying negative connotations (the majority of individuals do not know the meaning behind a word or phrase). It is important to learn from others and educate ourselves going forward.
 - If you are unsure of the meaning behind a phrase, ask and listen to others and use a phrase finder / the internet to discover its phrases origin.

Acknowledging and Minimising Discrimination and Bias

- Don't rush decisions.
- Record why decisions were made.
- Make decisions as a team to mitigate against individual biases.
- Be open about discussing biases and how the whole charity can address them – Acknowledge, speak out and address unconscious bias in decision making.
- Normalise acknowledging bias and discrimination in the third sector. Avoiding this maintains wilful ignorance and prevents the advancement of EDI.
- Aim to be transparent and accountable.
- Look at the inference behind words and how language is being used.
- Do not let assumptions and stereotypes of protected characteristics such as sex and race affect the foundations language or actions. Unconscious bias in decision making is common and can easily influence how we see people, even if we believe that we are being fair and objective.

Resources

- **Phrase Finder:** <https://www.phrases.org.uk/meanings/shrinking-violet.html>
 - You can use this to find out the origins of phrases.
- **Government Recommended EDI use in writing:** [https://www.ethnicity-facts-figures.service.gov.uk/style-guide/writing-about-ethnicity#:~:text=3.-,BAME%20and%20BME,and%20white%20ethnic%20minority%20groups\).](https://www.ethnicity-facts-figures.service.gov.uk/style-guide/writing-about-ethnicity#:~:text=3.-,BAME%20and%20BME,and%20white%20ethnic%20minority%20groups).)
 - This page provides a short introduction and explanation as to the EDI terms used by GOV.UK and why.

- **In-depth Glossary of EDI** - <https://www.york.ac.uk/about/equality/edi-glossary-terminology/>
 - This glossary of EDI terms by the University of York provides in-depth explanations into different key areas of EDI. You can use their interactive webpage or download a google doc of the glossary from the bottom of the page.
- **Summarised Glossary of EDI** - <https://www.kmpt.nhs.uk/media/3325/edi-glossary-of-terms.pdf>
 - NHS Draft EDI glossary that takes you through all the key terms in PDF format with short explanations.
- **Short EDI Glossary** - <https://compassionate-communitiesuk.co.uk/glossary-of-terms-edi/>
 - This is a very short glossary of key EDI terms and their meaning.
- **LGBTQ+ Specific Glossary of EDI** - <https://hr.qmul.ac.uk/media/hr/edi/Glossary-of-Terms-Leaflet.pdf>
 - This is an EDI glossary specifically aimed at LGBTQ+ terms / language.