

Equality, Diversity, and Inclusion

Purpose

Climate Strategies (“the Company”) is committed to encouraging equality, diversity, and inclusion among our team, and eliminating unlawful and unethical discrimination. The aim is for our team to be truly representative of all sections of society, and for each employee to feel respected and able to give their best. The Company, in its daily operations, is also committed against unlawful and unethical discrimination of its members, collaborators, project partners, and the public.

The policy’s purpose is to:

Protect all the Company’s staff, whether temporary, part-time, or full-time from unlawfully and unethical discrimination. The Company’s staff include those who are employed by or represent the Company in an official capacity including its Board members.

Glossary

Discrimination may be defined as bullying, harassment, victimisation, or unlawful discrimination against any of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Responsibilities

Climate Strategies’ Equality Diversity, and Inclusion strategy encompasses all colleagues and stakeholders who have a collective and individual responsibility to ensure diversity, equality and inclusion is at the forefront of all decisions and interactions in all facets of their work.

All stakeholders are responsible for understanding this policy and their role in promoting diversity, equality and inclusion within the organisation.

Approach

The Company seeks to do this through implementing the following activities:

#	Objective	Approach	Evidence
1	Create and maintain a team that is truly representative of all sections of society	<p>The Company will monitor the make-up of the team and actively encourage underrepresented groups in its employment of roles.</p> <p>Job posts will be written in neutral language and, where necessary, actively encourage applications from underrepresented groups.</p>	Record of Job Descriptions.

#	Objective	Approach	Evidence
2	Support and development of all staff	Make opportunities for training and development available to all staff.	Record of bilateral meetings and training.
3	Raise and maintain awareness of EDI measures	<p>Deliver induction training and regular reminder communications about EDI and Code of Conduct</p> <p>Include EDI section in the Company Handbook, or a copy of this policy, issued to all employees</p> <p>A zero-tolerance approach that is openly communicated</p>	<p>Record of induction and training.</p> <p>Publicly available articulation of this policy.</p>
4	Respond to reports and suspicions of discrimination	<p>Investigate all concerns raised using people who are not involved in the concern.</p> <p>Where the concern appears to be justified, define actions to remedy it and track completion of actions.</p>	Log of all concerns raised, investigations, and actions.
5	Escalate appropriate issues to external agencies	If appropriate, the investigation and completion of actions will involve external agencies such as the police.	Record of contact with external agencies.

Adoption and Review

This equality, diversity, and inclusion policy was approved by Managing Director 13 September 2021 and awaiting board endorsement. It comes into force on 13 September 2021.

The Management Team will, as appropriate, monitor, revise, and enforce this policy. The next date for review will be 13 September 2022.

Version control

Version	5
Prepared	Tim Swinfen-Green
Signed	Andrzej Blachowicz
Implemented	13 September 2021