

Race Equality Policy

1. Aim of the Race Equality Policy

- (i) KLM Partnership aims to foster an environment in which all Partners, staff and users of the Practices services are treated and valued equally, and are free to fulfill their potential. KLM Partnership upholds the right of each member of the Practice's community to be treated with dignity and respect.
- (ii) To achieve this aim, KLM Partnership will strive to eliminate racial discrimination, and to promote equal opportunities and good race relations between people of different ethnic backgrounds.
- (iii) KLM Partnership policies and processes will be kept under review to ensure that no person, or group of people, is disadvantaged on account of their race, colour, nationality or ethnic origin. Attention will be given to areas relevant to ensuring race equality, in particular:
 - admission and access to KLM Partnership facilities
 - Client service delivery
 - staff achievement and assessment
 - staff recruitment and selection
 - staff development and promotion
 - partnerships and community links
 - procurement and outsourcing
 - quality management.

2. KLM Partnership's Commitment

- (i) KLM Partnership is committed to acting upon any complaint of racial discrimination and to promoting equality of opportunity through the fair application of policies, procedures and practices in all aspects of Practice life. Regular contact will be maintained with groups that represent minority ethnic members of the Practice community and, when appropriate, consultation will take place with local and national interest groups to inform KLM Partnership of best practice in achieving race equality. The Race Equality Policy will be provided to each new member of staff to ensure they are aware of their obligations.

3. Responsibilities

The Partners are responsible for:

- ensuring that the KLM Partnership policy complies with its legal obligations under the Race Relations Act (1976), the Race Relations (Amendment) Act 2000 and The Race Relations Act 1976 (Statutory Duties) (Scotland) Order 2002.
- The Chairman / General Managing Partner (GMP) is responsible for:
 - leading the Practice on matters of race equality
 - promoting race equality and good race relations inside and outside KLM Partnership.

Office Managing Partners (OMPs) are responsible for:

- implementing the Race Equality Policy by translating it into actions within their area(s) of responsibility
- raising awareness of the Race Equality Policy at local level, and ensuring their staff understand their responsibilities and contribute positively to an environment free from racial discrimination
- identifying opportunities to enhance equality of opportunity and good race relations
- tackling any instance or complaint of racial discrimination.
- highlighting areas of improvement at local level for consideration by the Partnership as a whole

All Staff are responsible for:

- avoiding unlawful discrimination against anyone for reasons of race, colour, nationality or ethnic origins
- challenging incidents of bias and stereotyping on grounds of race, colour, nationality or ethnic origins
- complying with the Race Equality Policy
- taking up training or learning opportunities provided by KLM Partnership on equal opportunities matters.
- Contractors, Suppliers, Service Providers and Users are responsible for:
- complying with the Race Equality Policy.

4. Policy Development and Implementation

- (i) In accordance with KLM Partnership's intention to mainstream equality, the development of any policy, procedure and practice, both at Practice or local level, should give due consideration and weight to race equality. All staff will have a duty to consider the impact of their actions on achieving race equality when implementing policies and to highlight issues that do not support the Practice's race equality aims. Partners are responsible for assessing the impact of local policies and procedures to ensure that inequality or disadvantage, based on race, is eliminated. At Practice level, central policies and practices will be kept under review to ensure that there is no institutional bias, in any form.

5. Consultation

- (i) KLM Partnership values input into the development of policy and practice from all members of the Practice community. A range of consultation mechanisms, appropriate to particular circumstances, will be employed to obtain the opinions and ideas of Clients, staff and other users of the Practice's services. The methods will include reference to community groups that represent ethnic minorities, open forums and attitude surveys.

6. Ethnic Monitoring

- (i) KLM Partnership will conduct ethnic monitoring to assess the effect of employment policies on the delivery of access and equality of opportunity to work, particularly for people belonging to minority ethnic groups. The data obtained from ethnic monitoring will inform strategy and the decisions about actions that should be taken to advance race equality and representation within the Practice. For comparison purposes, reference will be made to the ethnic data provided relevant sources.

7. Policy Review

- (i) The Race Equality Policy, as part of the Equal Opportunities Policy will be kept under review by the Chairman / General Managing Partner, who will recommend any changes, resulting from new legislation or adopted practice to the Partners.

8. Training

- (i) Equal Opportunities training is available to staff on request to the Office Managing Partners. Equal opportunities will be highlighted at the staff induction training course and will feature as a component part of all training undertaken by the Practice. Evaluation of the training will be scrutinised and acted upon to ensure it is meeting the needs of the participants.

9. Promotion of the Race Equality Policy

- (i) The Race Equality Policy is available on the Practice intranet and within the Staff Handbook. All staff will receive a copy of the policy with their Contract of Employment.
- (ii) To obtain copies of the policy in special formats, staff should contact their Office Managing Partner

10. Breaches of the Policy

- (i) The Race Equality Policy exists to eliminate racial discrimination and to promote equality of opportunity and good relations between persons of different racial groups. Any breach of the policy by a member of staff will be taken seriously, investigated, and if warranted, may, ultimately, result in exclusion or dismissal.

Signed  Date 18/7/11

Chairman