Equality, Diversity and Inclusion Policy

Reviewed: October 2026

1. Policy Statement

Dave and Ewe is committed to promoting equality, diversity, and inclusion (EDI) across all areas of our business.
We aim to:

- Build a workforce that is truly representative of all sections of society and the communities we serve.
- Ensure that every employee feels respected, valued, and able to achieve their full potential.
- Eliminate unlawful discrimination, harassment, victimisation, and any other unfair treatment in all aspects of our operations.

We are equally committed to providing goods, services, and facilities free from unlawful discrimination to customers, suppliers, and members of the public.

2. Purpose

The purpose of this policy is to:

- Provide equality, fairness, and respect for all in our employment, whether temporary, part-time, or full-time.
- Prohibit unlawful discrimination on the grounds of any protected characteristic under the Equality Act 2010:
    - Age
    - Disability
    - Gender reassignment
    - Marriage and civil partnership
    - Pregnancy and maternity
    - Race (including colour, nationality, and ethnic or national origin)
    - Religion or belief

    - Sex
    - Sexual orientation
- Oppose and prevent all forms of unlawful discrimination in:
    - Pay and benefits
    - Terms and conditions of employment
    - Recruitment and selection
    - Training, promotion, and career development
    - Dealing with grievances and disciplinary matters
    - Dismissal, redundancy, and flexible working arrangements

3. Commitments

Dave and Ewe commits to:

1. **Promote EDI as core to our culture** – recognising that diversity drives creativity, innovation, and business success.
2. **Maintain a safe and respectful workplace** – free from bullying, harassment, victimisation, and unlawful discrimination. We will:
    a. Train all staff on their rights and responsibilities under this policy.
    b. Ensure all staff understand they can be held personally accountable for unlawful conduct, including towards colleagues, customers, suppliers, and members of the public.
3. **Respond promptly to complaints** – taking all allegations of bullying, harassment, victimisation, and unlawful discrimination seriously.
    a. Incidents will be addressed under our grievance and/or disciplinary procedures.
    b. Serious breaches may constitute gross misconduct and result in dismissal without notice.
    c. Sexual harassment may be both an employment law matter and a criminal offence, and may be reported to the police.
4. **Ensure fairness in decision-making** – making employment-related decisions based on merit, except where lawful positive action or exemptions under the Equality Act apply.
5. **Provide equal access to opportunities** – enabling all staff to develop their skills and achieve their full potential.
6. **Regularly review practices and procedures** – to ensure compliance with the law and best practice.
7. **Monitor workforce diversity** – collecting (where lawful and appropriate) anonymised data on characteristics such as age, sex, ethnicity, disability,

religion or belief, and sexual orientation. This helps us evaluate our progress and address any barriers.

4. Responsibilities

- **Owner / Senior Leadership** – overall responsibility for implementing this policy and leading by example.
- **Managers** – responsible for ensuring their teams follow this policy and addressing any breaches.
- **All Employees** – expected to treat others with dignity and respect, support a culture of inclusion, and report any concerns promptly.

5. Complaints and Enforcement

- Employees should raise concerns about discrimination, harassment, or victimisation using the company's grievance procedure (details available on request).
- Normally, complaints should be made to your line manager or, if appropriate, directly to the owner.
- Using the grievance procedure does not affect your legal right to make a claim to an Employment Tribunal within three months of the alleged incident.

6. Monitoring and Review

This policy will be reviewed annually and updated to reflect:

- Changes in legislation
- Guidance from the Equality and Human Rights Commission (EHRC)
- Feedback from staff and diversity monitoring outcomes

Name: Dave Buscombe

Position: Owner

Date: October 2026