



# Diversity, Equity and Inclusion Policy

## National Back Exchange

### Responsible Person

Sarah Thornton, Chair

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## 1. Version Control Summary

Date	Version no.	Summary of changes	Consulting group / person
2020	1.0	New policy	S Thornton, Vice Chair, NBE Executive
Oct 2020	1.1	Removal of NBE Towcester office address	S Thornton, Vice Chair, NBE Executive
Nov 2021	1.2	Reference to Executive Committee changed to Board of Directors	S Thornton, Vice chair, NBE Executive
May 2025	2.0	Reviewed and updated Equality and Diversity Policy as National Back Exchange is a Charitable Incorporated Organisation as of 29th March 2023. Policy renamed to Diversity, Equity, and Inclusion Policy	S Thornton, Chair K Kemp, Vice Chair M Muir, Publications Director

## 2. Introduction

The National Back Exchange (NBE) Diversity, Equity and Inclusion (DEI) policy is designed to guide the Board of Trustees and members in all NBE activities, including overseeing the work performed by consultants, partners, and suppliers.

NBE is committed to being an inclusive organisation and recognises the challenges our members face in their work, clinical practice, and education. We aim to provide sustainable skills, knowledge, and tools that promote fair and inclusive care. Our vision includes advocating for social justice and raising awareness of social injustices and biases.

As a Charitable Incorporated Organisation (CIO), NBE acknowledges its responsibility to promote social justice, by addressing societal advantages and challenges through effective policy, governance, and practices. We align with the sentiment of the international DEI principles and the UN Global Compact's commitment to respecting human rights and promoting equality and non-discrimination, as stated in the UN Guiding Principles on Business and Human Rights.

## 3. Context and Scope

At NBE, we value each person regardless of appearance, origin, or whom they love. We are committed to fostering a diverse, equitable, and inclusive environment, engaging our members and the communities we serve.

Everyone has a role in creating an inclusive membership. Some may show courage by speaking out and sharing experiences, while others may listen and show empathy, fostering safe two-way communication. We all must ask questions, respect answers, and be open to fresh perspectives.

The main aims of this policy are to:

- Embed DEI principles into all our work to strengthen NBE's reputation as a service provider.
- Remove barriers that restrict equality of opportunity in the NBE membership, combat discrimination, and ensure compliance with legislation.
- Achieve measurable progress in advancing our equal opportunities commitment throughout NBE and in all of our activities.

To achieve these aims, we aim to:

- Provide accessible and effective services to our NBE membership and through all our activities, without prejudice or bias.
- Ensure NBE membership participation from minority and seldom-heard groups in service design.
- Inform NBE members of their rights to fair treatment and their right to complain if treated unfairly.
- Monitor NBE membership demographics and consider any appropriate action to remove barriers where possible.
- Ensure contracted organisations that NBE partner with are committed to equality and inclusion.
- Make reasonable adjustments to enable equal access to opportunities for those with disabilities in relation to NBE activities.
- Raise awareness of NBE's duties and responsibilities regarding diversity, equity and inclusion.
- Ensure personal data is held and used in accordance with the Data Protection Act 2018 and other relevant legislation.

## 4. Subject Matter

The NBE Diversity, Equity and Inclusion Policy is used to value all its members and to action the implementation of fair, equitable and non-discriminatory practices, and a diverse and inclusive

environment. It is our aim to provide an environment, which maximises the talent, potential and contribution of the membership through the provision of equal opportunity for all.

- **Diversity:** Includes but not limited to race, colour, ethnicity, nationality, religion, socioeconomic status, veteran status, language, education, marital status, age, gender, gender expression, gender identity, sexual orientation, mental and physical ability, genetic information, and learning styles.
- **Equity:** The guarantee of fair treatment, access, opportunity, and advancement of all whilst striving to identify and eliminate barriers that have prevented the full participation of some groups. The principle of equity acknowledges that there are historically under-represented populations and that fairness regarding these unbalanced conditions is needed to assist equality in the provision of effective opportunities for all groups.
- **Inclusion:** Authentically bringing traditionally excluded individuals and / or groups into processes, activities and decision/policy in a way that shares power and ensures equal access to opportunities and resources.

## 5. General Terms and Conditions

All NBE members can raise concerns under this policy, following the published complaints, grievance, or whistleblowing policies as applicable. Acts of discrimination will be treated as misconduct and addressed through our grievance and disciplinary procedures.

## 6. Responsibilities and Procedures

The National Back Exchange Board of Trustees will be responsible for implementation of this policy.

## 7. Policy Review

This policy will be reviewed by the Chair, Vice Chair or designates of the National Back Exchange Board of Trustees every 2 years from the date of publication or earlier depending on legal requirements, best practices, national guidelines, or organisational changes.

## 8. Audit – Monitoring Process

Monitoring process	Requirements
Who	<ul style="list-style-type: none"> <li>• National Back Exchange Board of Trustees</li> <li>• Association's Administration Team</li> </ul>
How	<ul style="list-style-type: none"> <li>• As a result of regulatory / statutory changes or developments</li> <li>• As a result of NBE policy changes or developments</li> <li>• Please read in conjunction with relevant procedural documents</li> </ul>
Presented to	<ul style="list-style-type: none"> <li>• Board of Trustees</li> </ul>
Monitored by	<ul style="list-style-type: none"> <li>• Procedural document review group <ul style="list-style-type: none"> <li>- Sarah Thornton, Chair</li> <li>- Kerry Kemp, Vice Chair</li> <li>- Mary Muir, Publications Director</li> </ul> </li> <li>• National Back Exchange Board of Trustees</li> <li>• Association's Administration Team</li> </ul>
Completion / Exception report to	<ul style="list-style-type: none"> <li>• Extraordinary circumstances beyond the control of National Back Exchange and / or Association's Administration Team</li> </ul>