

# Marylebone Forum:

## Equality, Diversity and Inclusion (EDI) Policy

### 1. Purpose

The Marylebone Forum is committed to promoting equality, valuing diversity, and fostering inclusion in all aspects of its work.

This Policy sets out how the Forum will ensure that everyone who engages with it, including residents, workers, businesses, institutions, community organisations, volunteers and partners, is treated with dignity, fairness and respect.

This Policy should be read alongside the Marylebone Forum Constitution (v5.1). In the event of any inconsistency, the Constitution shall take precedence.

### 2. Constitutional Commitment

Clause 3.5 of the Constitution states:

*‘The Forum will seek at all times to act on the basis of equality between and respect for all persons regardless of gender, age, race (including ethnicity and nationality), sexual orientation, religion or belief, disability and socio-economic status.’*

This EDI Policy gives practical effect to that constitutional commitment.

The Forum is also a non-political organisation (Clause 3.6 of the Constitution), and is therefore committed to fair, impartial and respectful engagement across differing viewpoints.

### 3. Scope

This Policy applies to:

- Forum Members
- Committee Members
- Officers
- Sub-Groups and working parties
- Volunteers and representatives
- Participants in Forum meetings and events
- Contractors and partners acting on behalf of the Forum

It applies to all Forum activities, including:

- Committee Meetings
- Forum Meetings (including the Annual General Meeting)

- Public consultations
- Community engagement activities
- Online communications

## 4. Legal Framework

The Marylebone Forum will operate in accordance with the Equality Act 2010 and other relevant legislation.

The Forum does not discriminate on the basis of:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership
- Pregnancy or maternity
- Race (including colour, nationality, ethnic or national origin)
- Religion or belief
- Sex
- Sexual orientation

In addition, in accordance with Clause 3.5 of the Constitution, the Forum recognises socio-economic status as an important factor in promoting fairness and inclusion.

## 5. What Equality, Diversity and Inclusion Mean to the Forum

**Equality** means ensuring fair treatment and equal opportunity for all.

**Diversity** means recognising and valuing differences in backgrounds, perspectives and lived experience across Marylebone's residential, business, institutional and community populations.

**Inclusion** means creating an environment where everyone feels welcome, respected and able to participate meaningfully in shaping the future of the Forum Area.

## 6. Inclusive Membership and Representation

### 6.1 Open Membership

Membership of the Forum is open to a broad range of individuals and organisations as set out in Clause 5.1 of the Constitution, including:

- Individuals who live in the area
- Individuals who work in the area
- Community organisations
- Businesses and educational establishments
- Institutions and other entities operating in the area

- Individuals with a material and ongoing interest in the area
- Ward Councillors

The Forum will actively encourage participation from across all eligible categories to ensure diverse representation of the Marylebone community.

## 6.2 Balanced Representation

In accordance with Clause 6.6 of the Constitution, the Committee will endeavour to maintain an appropriate balance between residential and non-residential members to ensure that a broad range of community interests is reflected in decision-making. Committee members are proposed by fellow members and confirmed by the Membership at the Annual General Meeting.

When proposing Committee Members (Clauses 6 and 7 of the Constitution), the Forum will seek to promote:

- Diversity of background and experience
- Representation from different parts of the Forum Area
- Inclusion of under-represented voices where possible

## 7. Inclusive Participation in Meetings and Decision-Making

The Forum supports inclusive governance through:

- Open Committee Meetings (as provided in Clause 8)
- Annual General Meetings and open Forum Meetings (Clause 9)
- Transparent voting procedures
- Publication of minutes and information in accordance with the Constitution

Where reasonably practicable, the Forum will:

- Hold meetings in accessible venues
- Provide advance notice and clear information
- Consider hybrid or alternative means of participation
- Ensure meetings are conducted in an orderly and respectful manner

The Chair will ensure that a range of views is represented fairly and impartially, in accordance with the Officer responsibilities set out in Clause 10 of the Constitution.

## 8. Respectful Conduct

All Members and participants are expected to:

- Treat others with courtesy and respect
- Avoid discriminatory or offensive language
- Engage constructively in debate
- Respect the Chair's role in maintaining orderly discussion

Discrimination, harassment, bullying or exclusion will not be tolerated in any Forum setting.

The Forum's non-political status reinforces its commitment to respectful and impartial engagement across differing perspectives.

## 9. Conflicts of Interest

The Constitution defines a "Conflict" as a situation in which a Forum Member has, or may have, a direct or indirect interest that conflicts with the interests of the Forum.

Committee Members and Officers must declare and manage conflicts of interest in accordance with the Constitution to ensure fair and unbiased decision-making.

Transparent handling of conflicts supports equality and trust in governance.

## 10. Community Engagement and Consultation

In exercising its NCIL application and neighbourhood planning functions, as well as wider powers, the Forum will:

- Reach out to communities and charities to attract NCIL applications.
- Undertake inclusive community engagement
- Seek input from a wide cross-section of residents, workers and organisations
- Ensure consultation materials are clear and accessible
- Consider the impact of proposals on different groups within the community

The Forum will seek to ensure that consultation processes do not unintentionally exclude individuals or groups.

## 11. Reporting Concerns

Any individual who experiences or witnesses discrimination, harassment or exclusion, or identifies a potential conflict of interest, in connection with the Forum, may raise the matter with:

- The Chair
- The Vice-Chair
- The Secretary
- Another Committee Member

Concerns will be handled sensitively and, where appropriate, confidentially. The Committee will consider appropriate action consistent with the Constitution.

## 12. Monitoring and Review

The Forum Committee will:

- Review this Policy annually

- Consider whether its activities reflect the spirit and requirements of Clause 3.5 of the Constitution
- Reflect on participation patterns and representation
- Make improvements where necessary

Feedback from Members and the wider community will inform ongoing development of inclusive practices.

## 13. Adoption

This Equality, Diversity and Inclusion Policy was adopted by the Marylebone Forum Committee on:

20 March 2026

It will be reviewed annually or sooner if required.