



Access and Equity Policy

Policy number	104	Version	001
Drafted by	Nicholas Reaburn and Vanessa Clark	Approved by Trustees on	29 th March 2023
Responsible person	Vanessa Clark	Scheduled review date	31st March 2024

1. Introduction

This policy has been developed to provide a framework for the ethical treatment of any person, whether Trustee, office bearer, musical director, instrument player, volunteer or visitor (“Participant”) across all activities of The University of Tasmania Community Music Trust (“UTCMP”).

2. Purpose

UTCMP acknowledges that its legal and moral responsibilities cover the areas of:

- access for Participants in UTCMP
- access in the provision of services offered by UTCMP
- access in the provision of information offered by UTCMP
- access to any training and development offered by UTCMP
- access to events hosted by UTCMP

although, the Trustees of UTCMP may, in their discretion, stipulate the satisfaction of appropriate requirements for the granting of such access.

3. Policy

3.1 Access:

As a service provider, UTCMP will make services available to everyone who is entitled to them, free of any form of discrimination on the basis of a person’s age, country of birth, culture, race or religion.

3.2 Equity:

As a service provider, UTCMP will develop and deliver services on the basis of fair treatment of all those Participants who are eligible to receive them.

3.3 Responsiveness:

As a service provider, UTCMP will be sensitive to the needs and requirements of people from diverse cultural and linguistic backgrounds, and be responsive as far as practicable to the particular circumstances of individuals.

3.4 Effectiveness:

Policies can be established or altered only by the Trustees of the University of Tasmania Community Music Programme Trust and evidenced by execution of a majority of Trustees.

Procedures may be altered by the University of Tasmania Community Music Programme Administrator.

As a service provider, UTCMP will be focused on meeting the needs of Participants from all backgrounds.

Accountability:

As a service provider, UTCMP will have a reporting mechanism in place which ensures it is accountable for implementing access and equity objectives for its Participants.



Access and Equity Procedures

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Responsibilities

It shall be the responsibility of the Administrator to implement this policy and to report to the Trustees of UTCMP annually on its progress.

Procedures

The following procedures are to be read subject to the operation of the Trustees' discretion as provided for in Clause 2 of the Access and Equity Policy.

- 1.1 All UTCMP Participants shall, wherever feasible, have adequate support and training to provide services and information to those Participants to whom such services are appropriate.
- 1.2 UTCMP will ensure its programs are designed and constructed to provide appropriate equal access.
- 1.3 UTCMP shall, wherever feasible, assess proposals for any new (or substantially revised) policies or programs for their direct impact on the lives of people from a range of cultural and linguistic backgrounds prior to any decision to pursue such proposals.
- 1.4 Any new (or substantially revised) policies or programs that impact in different ways on the lives of people from different cultural and linguistic backgrounds shall, wherever feasible, be developed by UTCMP in consultation with people from those backgrounds.
- 1.5 UTCMP shall institute complaints mechanisms that enable people (regardless of cultural and linguistic backgrounds) to address issues and raise concerns about UTCMP's adherence to its Access and Equity Policy.
- 1.6 UTCMP shall require that any agents, contractors, or partners of UTCMP deliver outcomes consistent with this policy, and shall, in bidding for tenders or contracts, budget, where appropriate, for special provision for linguistic and cultural diversity.
- 1.7 UTCMP shall consider cultural diversity issues in the design and delivery of any training programs it provides.

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