



## Equality and Diversity Policy

### 1. Introduction

Paulton Parish Council commit to ensure at all times that equality and diversity is reflected in everything they do – from employment, policy and decision making, service delivery, and working with partners. Employees, members of the council (whether they are elected or co-opted), volunteers, partners, residents and customers will also be treated fairly and equally. This document sets out a policy to ensure that Paulton Parish Council deliver equality and diversity to all staff, members, volunteers, residents, customers and partners.

### 2. Legal Position

It is unlawful to discriminate against an individual on the following grounds:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief,
- Sex
- Sexual orientation

Under the Equality Act 2010 these are known as “protected characteristics”.

### 3. Purpose

The purpose of this policy is to value equality and diversity to the people Paulton Parish Council serve including volunteers, residents, customers and partners, irrespective of their characteristics and provide equal opportunities to all employees and members of Paulton Parish Council (unless there are genuine occupational qualifications or objectively justified reasons for a different approach to be taken).

Paulton Parish Council opposes all forms of unlawful and unfair discrimination whether it be direct or indirect discrimination, victimization or harassment on the grounds of any of the protected characteristics defined in the Equality Act 2010.

### 4. Scope

Paulton Parish Council (made up of both employees and elected or co-opted members) will be expected to act in accordance with this policy in their treatment of employees, their colleagues, volunteers, residents, customers and partners.

## **5. Commitment**

Paulton Parish Council is committed to ensuring that all members and staff adopt the principles set out in this policy and treat others with fairness, dignity and respect.

## **6. Employment**

All employees whether permanent, fixed term contract, agency workers or temporary staff, will be treated fairly and equally. Selection for employment, promotion, training, remuneration or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the council.

Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.

Employees are entitled to complain about discrimination or harassment or victimization through the council's Disciplinary and Grievance Arrangements procedure which are detailed in the Staff Handbook. Breaches of our Equality and Diversity Policy will be regarded as serious misconduct and could lead to disciplinary proceedings.

## **7. Policy and decision making**

To ensure the effectiveness of this policy, the council will ensure that they give due consideration to the equal opportunities implications of all policy decisions they take.

The policy will be monitored and reviewed annually. Other personnel policies will be reviewed against the values stated in this main Equality and Diversity Policy to ensure that the council strives to remain an equal opportunities employer.

Uses of Policy – Staff Handbook / Induction of staff and members, decisions relating to recruitment and selection, training and development, promotion, remuneration, retirement, cross-referenced to the disciplinary and grievance policy.

## **8. Service delivery and working with partners**

Paulton Parish Council provides services to the community both directly and working in partnership with other organisations. The council will provide accessible information about the services available to them and will deliver services that are appropriate to needs.

The council will promote equality of opportunity and value diversity when working with our partners and when delivering services to the public and the people we serve.

## **9. Implementation and the law**

This policy is fully supported by all members of the council.

This policy will underpin all decisions taken by the council and all actions on its behalf taken by employees, elected or co-opted members, and all other associated individuals who are subject to council's policies and procedures.

**Adopted 21<sup>st</sup> August 2018**