



## **EQUALITY AND DIVERSITY POLICY**

Adopted at the Parish Council Meeting of the 1<sup>st</sup> June 2021

### **1. INTRODUCTION**

Hartlebury Parish Council (“the Council”) recognises that it is unlawful to discriminate against an individual on the following grounds – age, disability, gender, reassignment, pregnancy and maternity, race, religion or belief, sex, sex orientation, marriage or civil partnership.

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

### **2. PURPOSE**

The purpose of this Policy is to provide diversity and equality to all employees, irrespective of their characteristics (unless there are genuine occupational qualifications or objectively justified reasons for a different approach to be taken). The 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.

### **3. SCOPE**

All employees whether full-time, part-time, 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.

It is accepted that elected members of the Council are not employees, but they do share a responsibility with employees when representing the Council or carrying out the functions of their elected office. Therefore, all aspects of this policy apply equally to elected members.

### **4. THE COUNCIL'S COMMITMENT**

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.

The commitment to equal opportunities in the workplace is good management practice and makes sound business sense as it seeks to utilise the talents available from the local community, representing society as a whole.

Breaches of Equality and Diversity Policy will be regarded as serious misconduct and could lead to disciplinary proceedings. Employees are entitled to complain about discrimination or harassment or victimization through the Council's Grievance Procedure.

This policy is fully supported by all Members of the Council and adopts the model contract as devised by the employee professional body in the local government sector (the Society of Local Council Clerks).

### **5. MONITORING**

The effectiveness and delivery of this Policy will be monitored by the Parish Clerk and the Council as a whole, and changes made as and when required. This Policy will regardless be subject to formal scrutiny by the Parish Council every two years, with the next review date falling due in June 2023.