



## EQUALITY AND DIVERSITY POLICY

### **Introduction**

Dinton with Ford & Upton Parish Council is committed to equality for all and valuing diversity. and The Race Relations Act 1976 (amended by the Race Relations Act 2000) makes it unlawful to discriminate – directly or indirectly - against someone on racial grounds. Under the Act racial grounds means reasons of face, colour, nationality (including citizenship) or ethnic or national origins.

### **Operating Principles**

- Workers, job applicants and customers will be treated fairly, openly and honestly, with dignity and respect
- No job applicant or worker will receive less favourable treatment on grounds of race, gender, religion, disability and/or age.
- Employment decisions on recruitment and promotion will be based solely on merit.
- Breaches of the Council's equal opportunity policy and practice will be regarded as misconduct. Disciplinary action, including dismissal, may be taken against any employee found responsible for harassment or discrimination.
- Any employee who believes he or she is being discriminated against, victimised or harassed should raise the matter through the Council's complaints procedure.

### **To achieve these aims the Council will continue to:**

1. Recognise the varied needs, expectations and culture of local people and reflect these differences in the range, sensitivity and relevance of its services
2. Recognise and challenge institutional racism (as defined in the Stephen Lawrence inquiry report) and other forms of institutional discrimination
3. Take action wherever covert and overt racism, harassment, discrimination or disadvantage is found in order to ensure equality of access to employment and services for all
- 4.. Support the development of communities and assist them in challenging discrimination, harassment and violence
- 5.. Work in partnership with community groups and other agencies to remove any barriers to fair and equal treatment, which perpetuate disadvantage
6. Promote tolerance and respect between diverse groups in the community
7. Act on complaints about our employment practices and service delivery
8. Consult community groups, agencies and its workforce to ensure that service delivery, policy and practice are appropriate and effective

9. Ensure positive action is taken to enable under-represented groups to achieve their potential
10. Apply equal opportunities principles to work undertaken for the Council by all external contractors and other organisations in receipt of Council funding.
11. Ensure that all Council employees and customers are informed of the Council's Equal Opportunities policies, Equality Scheme and its equality mainstreaming programme
12. Use legal, legislation and Codes of Practice as a framework for action to support initiatives for all sectors of the community
13. Recognise that a representative workforce provides greater sensitivity to and understanding of community needs
14. Ensure that Members incorporate equal opportunities in the decisions they take.
15. The Council will challenge and overcome racism and all forms of unlawful discrimination, both within its own organisation and the wider community.
16. It will undertake audits and reviews to identify and rectify those elements of its own practices with the potential for discrimination or prejudice.
17. The overall responsibility for the effective implementation of the policy rests with the Council. However, all councillors and employees have a responsibility for ensuring that equality is integrated, implemented and monitored.
18. With the assistance of feedback from our employees, partners, community groups and service users, the Council will annually monitor, review and evaluate the effectiveness of its employment and service policies.
19. If monitoring indicates a gap in our policies, the Council will take action to address this.
20. It is our policy to provide employment equality to all, irrespective of gender, marital or family status, religious belief or political opinion, disability, race or ethnic origin, nationality or sexual orientation.
21. The Council seeks to be a positive role model for other organisations in the community.

We are opposed to all forms of unlawful and unfair discrimination. All full-time and part-time employees and job applicants (actual or potential) will be treated fairly and selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

**We are committed to:**

- Preventing any form of direct or indirect discrimination or victimisation
- Promoting equal opportunities for women and men
- Promoting equal opportunities for people with disabilities
- Promoting equality opportunities for ethnic minorities
- Promoting a good and harmonious working environment where all men and women are treated with respect and dignity and in which no form of intimidation or harassment will be tolerated
- Fulfilling all legal obligations under the relevant legislation and associated Codes of Practice
- Taking any necessary positive/affirmative action, including setting goals and timetables.

The Clerk has specific responsibility for the effective implementation of this policy. The Council expects all employees to abide by the policy and help create the equality environment, which is its objective.

In order to implement this policy, we will ensure that:

The policy is communicated to all employees and councillors.

### **Action Plan**

- The Clerk is responsible for the equality policy and for putting the equality action plan into practice.
- We will make available our equality policy, harassment policy and complaints procedure to all staff and councillors.
- We will provide guidance for all staff and volunteers, managers and other relevant staff on the council's equality policy, and on their responsibilities under the law.
- Our aim is to employ a diverse workforce. We will regularly review and revise our Policy, practices and procedures to make sure they are not potentially discriminatory.

Our aim is to serve all members of the communities we serve. If people from some social groups are under-represented among our customers, we will develop other strategies to reach them.

Adopted by Dinton with Ford & Upton Parish Council on: 12<sup>th</sup> July, 2016

Signed: \_\_\_\_\_ Chairman of the Council

Signed: \_\_\_\_\_ Clerk to the Council