



Chandler's Ford Parish Council

Equality and Diversity Policy

Chandler's Ford Parish Council is committed to providing and promoting equal opportunities, eliminating discrimination and encouraging diversity in the community.

The purpose of this policy is to provide equality and fairness for all and not to unlawfully discriminate on the grounds of the Equality Act 2010 protected characteristics – www.legislation.gov.uk/ukpga/2010/15/contents

Commitments as an employer / employee

Chandler's Ford Parish Council is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation – in providing goods and/or services and/or facilities – is also committed against unlawful discrimination of customers or the public.

Our policy's purpose

This policy's purpose is to :

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full time.
2. Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of :
 - Age
 - Disability
 - Gender reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race (including colour, nationality and ethnic or national origin)
 - Religion or belief
 - Sex
 - Sexual orientation
3. Oppose and avoid all forms of unlawful discrimination. This includes:
 - Pay and benefits
 - Terms and conditions of employment

- Dealing with grievances and discipline
- Dismissal
- Redundancy
- Leave for parents
- Requests for flexible working
- Selection for employment, promotion, training and other developmental opportunities

Our commitments :

The organisation commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense.
2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the Equality and Diversity Policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act 2010).
6. Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
7. Monitor the make-up of the workforce in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the Equality and Diversity Policy.

Monitoring will also include assessing how the Equality and Diversity Policy, and any supporting action plan, is working in practice, reviewing them annually and considering and taking action to address any issues.

Agreement to follow this policy:

The Equality and Diversity Policy is fully supported by Chandler's Ford Parish Council.

Our disciplinary and grievance procedures:

Details of the organisation's grievance and disciplinary policy and procedures can be requested from the Clerk. This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance and disciplinary procedure does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Commitments as community representative and advocacy.

The Parish Council is committed to creating a socially inclusive and cohesive community by :

- Promoting equal opportunities and equal access to services, information and community life.
- Identifying and addressing the barriers that different groups face to participation in working towards ensuring fair and equitable resources.
- Respecting the diversity of our community
- Listening and responding to the views of our communities through appropriate consultation and participation, which are accessible to all.
- Ensuring the communications produced and events held reflect and promote the diversity of the communities and are made fully accessible.

Commitments as a service provider

The Parish Council is committed to ensuring that our services are accessible to all and responsive by:

- Ensuring our residents are aware of the Parish Council's services and by delivering services in ways that are sensitive to residents' needs.
- Ensuring that all those in the community are able to visit the Parish Council's meeting rooms and open spaces.
- Ensuring that the information provided about the Parish Council's services is accessible to our community.
- Consulting and involving all sections of the community in the development and monitoring of our policies and services in ways which enable all people to participate.

Commitments as a procurer of goods and services

The Parish Council is committed to ensuring that those contractors and others from who goods and services are procured share and implement the values within this policy by demonstrating that all practicable steps are being taken to allow equal access and equal treatment in employment and service delivery for all, as appropriate to the nature of the contract concerned.

This Policy will be reviewed every two years. All new members and employees will be provided with a copy of this policy.

Policy version – E&D2023

Adopted by Full Council – 25 September 2023

Date for next review – 26 September 2025