

PEMBURY PARISH COUNCIL

Working for Pembury People



Equality and Diversity policy

Adopted 05/02/2018

Last Reviewed 18/08/2023

Version:	Date Approved / Reviewed:	Review Date:
1.0	05/02/2018	01/07/2020
2.0	12/10/2020	01/07/2023
3.0	18/08/2023	01/07/2026

1. Aims

- 1.1. Pembury Parish Council is committed to encouraging equality and diversity and eliminating unlawful discrimination within the Council (including employees, councillors, volunteers and contractors) and in the delivery of its service to the public.
- 1.2. Our aim is to treat people with respect.
- 1.3. Our aim is to encourage all employees, councillors, volunteers and contractors to give their best and treat each other and members of the public with respect.

2. Policy

- 2.1. The aim of this policy is to provide a framework for:
 - 2.1.1. Providing equality, fairness and respect for all in delivering our services and in our governance and employment practices.
 - 2.1.2. Not unlawfully discriminating in delivering our services and in our governance and employment practices.
 - 2.1.3. Opposing and avoiding all forms of unlawful discrimination. This includes in delivery of our services to the public, in our governance, employment conditions, recruitment practices and in training or other developmental opportunities

3. Scope

- 3.1. This policy applies to all employees, volunteers, contractors and elected members of Pembury Parish Council.
- 3.2. 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 to elected members.

4. Commitment

- 4.1. The Council commits to:
 - 4.1.1. Create an environment in which individual differences and the contributions of our employees are recognised and valued.
 - 4.1.2. Offer a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
 - 4.1.3. Make decisions concerning employees based on merit (apart from any necessary and limited exemptions and exceptions allowed under the Equality Act).

4.1.4. Review employment practices and procedures when necessary to ensure fairness, and to update them and the policy to take account of changes in the law.

4.1.5. This policy will be monitored and reviewed regularly.

5. Discrimination

5.1. No individual will be unjustifiably discriminated against. This includes, but is not limited to, discrimination because of the following characteristics (known as protected characteristics under the Act):

- 5.1.1. Age
- 5.1.2. Disability
- 5.1.3. Gender
- 5.1.4. Gender reassignment
- 5.1.5. Marital Status and civil partnerships
- 5.1.6. Pregnancy and maternity
- 5.1.7. Race
- 5.1.8. Religion and beliefs
- 5.1.9. Sexual orientation
- 5.1.10. Ethnic origin
- 5.1.11. Nationality

5.2. Acts of bullying, harassment, victimisation and unlawful discrimination will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, in relevant circumstances and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice in the case of staff.

5.3. The Council reserves the right to take steps to protect employees in cases of inappropriate behaviour to them, including by councillors and members of the public. In the case of councillor misconduct in this respect, complaints may be made to the District Council Monitoring Officer, under the Council's Code of Conduct.