

Cadney cum Howsham

EQUAL OPPORTUNITIES POLICY

INTRODUCTION

Cadney cum Howsham Parish Council is committed to providing the highest quality of provision and service and recognises that the implementation of an effective Equal Opportunities Policy is an integral part of such an approach.

However, Cadney cum Howsham is a relatively small parish council, which currently has only one employee. It is also not responsible for the management of any buildings and its services provision is limited. This scope of this policy is, therefore, designed to reflect this.

The Council, as a corporate body, has responsibilities as an employer, a service provider and a public authority, but both members and employees as individuals also have responsibilities as well as rights.

The Council will treat all its employees, partners and customers with dignity and respect, free from discrimination, victimisation and harassment.

1. ABOUT THIS POLICY

1.1 This policy sets out our approach to equal opportunities and the avoidance of discrimination at work. It applies to all aspects of employment with the Parish Council, including recruitment, pay and conditions, training, appraisals, promotion, conduct at work, disciplinary and grievance procedures, and termination of employment.

2. DISCRIMINATION

2.1 You must not unlawfully discriminate against or harass other people including current and former councillors, employees, job applicants, clients, customers, suppliers and visitors. This applies in the workplace, outside the workplace (when dealing with customers, suppliers or other work-related contacts, and on work-related trips or events including social events.

2.2 Under the Equality Act 2010 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

These are known as “protected characteristics” under the Equality Act 2010. The Parish Councils Equal Opportunities Policy provides a strong foundation for Equality of Opportunity in the Council and the services it provides.

3. DISABILITIES

3.1 If you are disabled or become disabled, we encourage you to tell us about your condition so that we can consider what reasonable adjustments or support may be appropriate.

4. PART-TIME AND FIXED-TERM WORK

4.1 Part-time and fixed-term employees should be treated the same as comparable full-time or permanent employees and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate) unless different treatment is justified.

5. BREACHES OF THIS POLICY

5.1 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.

5.2 We take a strict approach to breaches of this policy, which will be dealt with in accordance with our Disciplinary Procedure.

6. THE CLERK’S RESPONSIBILITIES

6.1 The Clerk will:

- Keep informed of relevant Equal Opportunities policy legislation.
- Advise the Parish Council on the resources and arrangements necessary to fulfil the Parish Council's responsibilities under the Equal Opportunities Policy.
- Make effective arrangements to implement the Equal Opportunities.

Policy Drafted by:

Cllr Heath

Cllr Leahy

Cllr Spence

Date of adoption: 19th May 2021

Signed:

Review bi-annually.