

# **Wick and Abson Parish Council**

## **Equality and Diversity policy**

### **Introduction and aims of the policy**

Wick and Abson Parish Council recognises and values people's differences and will assist them to use their talents to reach their full potential.

The organisation will do all it can to ensure it recruits, trains and promotes people based on qualifications, experience and abilities for all roles within the organisation. This policy is designed to ensure that Wick and Abson Parish Council complies with its obligations under equality legislation and demonstrates our commitment to treating people equally and fairly.

Wick and Abson Parish Council is unreservedly opposed to any form of discrimination on the grounds of Protected Characteristics as defined in the Equalities Act 2010; these are,

1. age
2. disability
3. gender reassignment
4. marriage or civil partnership
5. pregnancy and maternity
6. race
7. religion or belief
8. sex
9. sexual orientation

Using fair and objective employment practices, the organisation aims to ensure that:

- all employees and potential employees are treated fairly and with respect at all stages of their employment.
- all employees, volunteers, service users have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour. Such behaviour may come from other employees or by people (third parties) who are not employees of Wick and Abson Parish Council, such as customers or clients.
- all employees, volunteers, service users have an equal chance to contribute and to achieve their potential, irrespective of any defining feature that may give rise to unfair discrimination.
- all employees, volunteers, service users have the right to be free from discrimination because they associate with another person who possesses a Protected Characteristic or because others perceive that they have a particular Protected Characteristic, even if they do not.

**Scope of the policy**

The policy applies to staff, councillors, contractors and volunteers.

The policy applies to all stages of employment including recruitment and selection, promotion and training.

**Responsibilities**

It is the responsibility of the Clerk to develop and lead the implementation of the equality and diversity policy.

Responsibility for approving the policy and monitoring that it is being followed rests with the Parish Council.

Employees and volunteers of Wick and Abson Parish Council have a duty to act within this policy, ensure it is followed and to draw attention to any suspected discriminatory acts or practices.

**Implementation of the policy**

All staff and councillors will be involved in creating an equality environment and one that values diversity.

**Communications**

Communication of the policy to job applicants, employees, councillors, volunteers through email.

**Reporting discrimination/potential discrimination**

Employees, volunteers and service users who feel that they have suffered any form of discrimination should raise the issue in the first instance with the Clerk.

Employees, volunteers and service users should also use this approach if they feel that they been the subject of harassment from someone who is not an employee of Wick and Abson Parish Council. Wick and Abson Parish Council will not tolerate any harassment from third parties towards its employees/volunteers/service users and will take appropriate action to prevent it happening again.

If an employee, volunteer or service user witnesses behaviour that they find offensive in relation to age, marriage or civil partnership, pregnancy and maternity, disability, gender reassignment, race, religion or belief, sex or sexual orientation, even if it is not directed at them they should also use this procedure.

**Monitoring and review**

This policy will be monitored to judge to what extent it is working and identify areas for improvement.

This policy will be reviewed every two years by the Parish Council to ensure that it remains up to date and reflects the needs and practices of the organisation.

The policy may also be reviewed if legislation changes or if monitoring information suggests that policy or practices should be altered.

Date of review of policy: April 2023