

Abbots Ann Parish Council

Equality, diversity and inclusion policy

Abbots Ann Parish Council is committed to encouraging equality, diversity and inclusion among our Parish Council, and eliminating unlawful discrimination.

The aim is for our Staff & Councillors to be truly representative of all sections of society, and for each individual to feel respected and able to give their best.

The Parish Council - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of contractors 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, full-time or voluntary.

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 in:

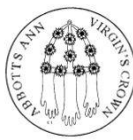
- pay and benefits
- terms and conditions of employment
- dealing with grievances and discipline
- dismissal
- redundancy
- leave for parents
- requests for flexible working
- selection for employment, promotion, training or other developmental opportunities

Our commitments

The Parish Council commits to:

1. Encourage equality, diversity and inclusion in the workplace.

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 & councillors are recognised and valued.



This commitment includes training staff and councillors about their rights and responsibilities under the equality, diversity and inclusion 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 and councillors should understand they, as well as the Parish Council, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment / time as Councillor, against fellow employees, contractors, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, contractors, suppliers, visitors, the public and any others in the course of the Parish Councils work activities.

Such acts will be dealt with as misconduct under the Parish Councils 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 and Councillors, 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 and councillors being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

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 regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

[Agreement to follow this policy](#)

The equality, diversity and inclusion policy is fully supported by the Parish Council.

[Our disciplinary and grievance procedures](#)

Details of the organisation's grievance and disciplinary policies and procedures can be requested by contacting the Clerk. This includes with whom an employee or Councillor should raise a grievance.

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

Adopted July 2024 – Minute Ref: 240707