



Carn Brea Parish Council

Equality and Diversity Policy

Adopted on: 10th December 2020

Minute Number: 20/12/19

1 Introduction

Carn Brea Parish Council is committed to encouraging equality and diversity and eliminating discrimination within the Council.

2 Purpose

Carn Brea Parish Council recognises that supporting equality is of primary importance. This policy will help the Council to meet its duty under the Equality Act 2010.

3 Context

It is unlawful to discriminate against an individual. Discrimination means treating someone unfairly because of who they are. The Equality Act 2010 protects you from discrimination at Work.

It is against the law to discriminate against anyone because of:

- Age
- Gender reassignment
- Being married or in a civil partnership
- Being pregnant or on maternity leave
- Disability
- Race including colour, nationality, ethnic or national origin
- Religion or belief
- Sex
- Sexual orientation

These are called 'protected characteristics'

Discrimination may be direct or indirect and includes harassment and victimisation.

You are also protected from discrimination if:

- You're associated with someone who has a protected characteristic, for example a family member or friend
- You've complained about discrimination or supported someone else's claim

4. Purpose

The purpose of this Policy is to provide equal opportunities to all employees, irrespective of their characteristics (unless there are genuine occupational qualifications or objectively justified reasons for a different approach to be taken). The Council opposes all forms of unlawful and unfair discrimination; be it direct or indirect discrimination, victimisation or harassment on the grounds of any of the protected characteristics defined in the Equality Act 2010.

Whilst the emphasis of this policy is on the fair and equal treatment of employees, the principle of creating an environment, which eliminates discrimination, applies equally to the treatment of customers, suppliers and other people who have contact with the Council.

5. Scope

This policy applies to all employees, volunteers, contractors and elected members of Carn Brea Parish Council.

Both employers and their employees can be held responsible and liable for their actions where they breach the Equality Act.

6. Policy Statement

Carn Brea Parish Council is committed to providing equality of opportunity and will do everything in its power to ensure that everyone has equal access, and is treated with respect, in relation to employment opportunities, to its services and to all its activities.

We oppose all forms of unlawful and unfair discrimination, whether it be direct or indirect, victimization or harassment on the grounds of any protected characteristic defined in the Equality Act 2010.

No employee or prospective employee should receive unfair or unlawful treatment due to their characteristics. Selection for employment, promotion, training, remuneration or any other benefit will be on the basis of aptitude and ability.

7. Employment

The Council endeavours to afford equal treatment to all its employees and prospective employees.

No Council employee or job applicant will receive less favourable treatment or be discriminated against any protected characteristics.

8. As an Employee

Every employee is entitled to a working environment that promotes dignity and respect to all. Refer to the Dignity at Work Policy to be used in conjunction with this policy where appropriate.

All employees are required to treat one another with mutual respect. Actions, behaviour and attitudes should consistently demonstrate respect for the dignity and worth of an individual, irrespective of the position they have within the organisation.

9. Carn Brea Parish Council's Duty

Making every effort to eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.

Advance equality of opportunity between persons who share a protected characteristic and persons who don't share it.

Foster good relations between persons who share a relevant protected characteristic and persons who don't share it.

Create a workplace where individuals are valued, listened to and treated with respect.

Maintain a work environment that makes the best possible use of the skills, talents and abilities of all employees.

Treat unacceptable behaviour seriously.

Ensure that all recruitment, selection and training procedures operate in a fair and non-discriminatory way, so that the best person to do the job is appointed.

Will consider sympathetically any request for flexible working, job-share, travel arrangements, child and dependent care leave.

10. Role of Councillors and Employees

Whilst the main responsibility for providing equal opportunity rests with the Council, individual employees also have responsibility. The elimination of discriminatory practices depends upon the co-operation everyone.

11. Adherence to the Policy

It is the responsibility of the Council for the implementation and monitoring of the policy.

All employees must:

- Co-operate with measures introduced to ensure equal opportunities and no discrimination
- Ensure that they do not discriminate against anyone
- Draw the Parish Clerk's attention to discriminatory acts and practices.
- Not persuade or attempt to persuade others to practice unlawful discrimination
- Not victimise individuals on the grounds that they have made a complaint or provided information about discrimination.
- Not harass, abuse, bully or intimidate others

Breach of this policy will be considered a disciplinary matter, with resulting action ensuing.

12. Reasonable Adjustments

The Equality Act requires us to provide reasonable adjustments for disabled people, defined by the Act as those who have a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

13. Complaints

Any employee who has a concern regarding the application of this policy should make use of the Council's grievance policy and procedures.

Any prospective employee wishing to make a complaint should do so in writing to the Clerk within 15 working days of the alleged incident. An independent investigation will be conducted and the findings reported to the Staffing Committee whose ruling will be final. The individual will receive written notification of the outcome.

14. Alternative Formats

Equality Act 2010 – copies of this document in large print (A3 Format) or larger font size can be made available for those with sight impairment on request from the Council Office or by emailing the Parish Clerk – clerk@carbreaparishcouncil.gov.uk.

15. Key Contacts

Parish Clerk

Sarah-Jane Noakes
Treloweth Community Hall
Moorfield Road
Pool
Carn Brea
Redruth
Cornwall
TR15 3QB

Telephone: 01209 313014

Email: clerk@carnbreaparishcouncil.gov.uk

Chairman of the Staffing Committee

Details available from the Clerk