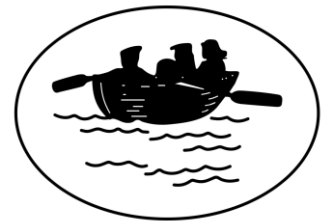




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Clerk to the Council: Anne-Marie Bates

HULLBRIDGE PARISH COUNCIL EQUAL OPPORTUNITIES POLICY STATEMENT

Adopted – 9th February 2015
Reviewed – 13th March 2017 and 16th May 2016

Hullbridge Parish Council acknowledges its responsibilities under the Equality Act 2010 is committed to the principle and practice of equal opportunities in all aspects of employment

The Public Sector Equality Duty in Section 149 is a key measure in the Act which came into force on 5th April 2011. All public bodies and organisations carrying out public functions have a duty to consider the needs of all individuals in their day to day work – in shaping policy, in delivering services and in relation to their own employees. The Public Sector Equality Duty ensures that all public bodies play their part in making society fairer by tackling discrimination and providing equality of opportunity to all.

We have made the decision to adopt a formal equal opportunities policy and any breaches of the policy will lead to disciplinary proceedings and, if appropriate, disciplinary action.

Employment

Hullbridge Parish Council is fully committed to recognising and embracing diversity in the local community and pursuing an equal opportunities approach in the employment of its staff and the way in which services are provided for the public.

Staff can be full-time, part-time, fixed contract, agency workers or temporary and all will be treated fairly and equally

The Parish Council will have a non-discriminate approach to advertising vacancies and person and job specifications will be limited to those requirements which are necessary for the effective performance of the job. All applicants will be treated fairly and on the merit that they can do the job.

We will not disqualify any applicant because he/she is unable to complete an application form unassisted unless personal completion of the form is a valid test of the standard of English required for the safe and effective performance of the job.

PURPOSE

This policy statement has been developed to protect all employees against less favourable treatment regardless of age, gender, marital status, race, ethnic origin, nationality, disability, religion / belief, pregnancy/maternity, both during the recruitment process and within terms and conditions of employment.



HULLBRIDGE PARISH COUNCIL

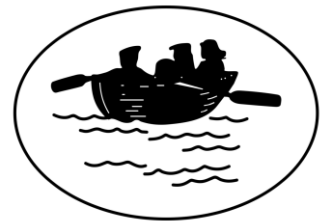
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AIMS

The Parish Council aims to be an employer which provides a fair and inclusive working environment that:

- Ensures equality or opportunity to enable all employees to contribute to the Council and achieve personal development.
- Is free from unlawful discrimination as described below. *
- Reflects all sections of society. Selection decisions will not be influenced by any perceived prejudices of other staff.
- Tackles prejudice and promotes understanding.

RESPONSIBILITIES

The co-operation and contribution of all employees and the employer is essential for the success of this policy. The policy is therefore brought to the attention of every Employee and all employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the Council. In addition members of the Parish Council will conduct their business with standards that are consistent with this statement.

The policy will be implemented in accordance with the appropriate statutory requirements and full account will be taken of all available guidance and in particular any relevant Codes of Practice.

MONITORING

An employee who believes that they have been treated unfairly may raise the matter through their line manager or through the appropriate grievance procedure. The Council will protect an employee making such a complaint from victimisation and will fully investigate any such grievance.

We will maintain and review the employment records of all employees in order to monitor the progress of this policy.

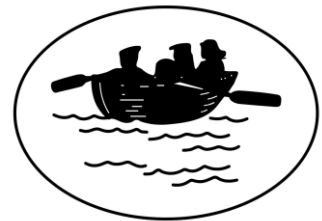
The results of any monitoring procedure will be reviewed at regular intervals to assess the effectiveness of the implementation of this policy. Consideration will be given, if necessary, to adjusting this policy to afford greater equality of opportunities to all applicants and staff.

Private Contactors

The policy will be communicated to all private contractors reminding them of their responsibilities towards the equality of opportunity.



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What is unlawful discrimination?

Direct discrimination – when someone is treated less favourably than another person because of a Protected Characteristic.

Associative discrimination or discrimination by association – direct discrimination against someone because they associate with another person who possesses a Protected Characteristic.

Discrimination by perception – direct discrimination against someone because it is thought that they possess a particular Protected Characteristic even if they do not actually possess it.

Indirect discrimination - occurs where an individual's employment is subject to an unjustified provision criterion or practice which e.g. one sex or race or nationality or age group finds more difficult to meet, although on the face of it the provision, criterion or practice is 'neutral'.

Harassment – unwanted conduct related to a relevant Protected Characteristic which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. You may complain of such offensive behaviour even if it is not directed towards you personally.

Harassment by a third party – harassment of employees by third parties such as customers or clients.

Victimisation – when an employee is treated less favourably because they have made or supported a complaint or raised a grievance about unlawful discrimination or are suspected of doing so.