

Duloe Parish Council

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Duloe Parish Council Equality and Diversity Policy

April 2025

INTRODUCTION

The Equality Act 2010 came into force in October 2010 and replaces and brings together the previous legislation such as the Sex Discrimination Act 1975, Race Relations Act 1976, the Disability Discrimination Act 1995, and the Equal Pay Act 1970.

The legislation covers a prescribed set of protected characteristics including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. It also covers prohibited conduct including discrimination, adjustments for disabled persons, victimisation, and harassment; services and public functions; premises; employment; contracts; and advancement of equality. The latter provision specifies a public sector equality duty, which applies to town and parish councils.

Public Sector Equality Duty

Duloe Parish Council has a duty to:

- eliminate unlawful discrimination, harassment, and victimisation; advance equality of opportunity between different groups; and
- foster good relations between different groups.

The Policy

Duloe Parish Council will commit to achieving equality of opportunity, valuing diversity in all aspects of its work, providing an inclusive and supportive environment for all by:

- ensuring that people are treated solely based on their abilities and potential, regardless of age, disability, gender reassignment, marriage and civil partnership, sex, pregnancy and maternity, race, religion, sexual orientation, socio-economic background, or any other inappropriate distinction.
- promoting diversity, equality and value the contributions made by individuals and groups of people from diverse cultural, ethnic, socio-economic, and backgrounds.
- challenging inequality and less favourable treatment wherever practicable; and
- promoting greater participation of under-represented groups by encouraging positive action to address inequality, promote an environment free of harassment and bullying on any grounds in relation to all staff, councillors, contractors, and visitors attending the Council's offices or meetings.

Scope

The Equality Act 2010 s.4 introduced the term 'protected characteristics' to refer to groups that are protected under the Act, these are:

Age

Individuals of any age or apparent age are protected from discrimination.

Duloe Parish Council will ensure that people of all ages are treated with respect and dignity; ensure that people of working age are given equal access to our employment, training, development, and promotion opportunities; and challenge discriminatory assumptions about younger and older people.

Disability

This is a physical or mental impairment which has (or is likely to have) a substantial effect on a person's ability to carry out day-to-day activities for a period of a year or more. Certain medical conditions, such as cancer, Multiple Sclerosis and HIV are a disability from the outset, whatever their impact on day-to-day activities. Protection from discrimination covers a person who has had a disability in the past.

There is no unfavourable treatment if the ‘discriminator’ did not know or could not reasonably have known the person had a disability. More favourable treatment of disabled persons is not unlawful discrimination against non-disabled people.

Duloe Parish Council has a duty to make ‘reasonable adjustments’ where a ‘provision, criterion or practice’ puts a disabled person at a substantial disadvantage compared to non-disabled persons. Then a duty arises on the Council to take such reasonable steps as are necessary to avoid the disadvantage at no charge to the employee.

Duloe Parish Council will challenge discriminatory assumptions about disabled people; and seek to continue to improve access to information by ensuring availability of a hearing loop systems and alternative formatting of written documents.

Gender reassignment

Gender reassignment is a protected characteristic that applies to a transsexual person who is proposing to undergo, is undergoing, or has undergone a process (or part of a process) to change their sex.

Duloe Parish Council will challenge discriminatory assumptions about women and men; take positive action to redress the negative effects of discrimination; offer equal access to representation, services, employment, training and pay and encourage other organisations to do the same; and provide support to prevent discrimination against transsexual people who have or who are about to undergo gender reassignment.

Marriage and Civil Partnership

Protection is given to people who have or share the characteristics of being married or being a civil partner.

Duloe Parish Council will ensure that people are treated with respect and dignity and that a positive image is promoted regardless of marriage or civil partnership; challenge discriminatory assumptions about the marriage or civil partnership of our employees; and ensure that no individual is disadvantaged and that we take account of the needs of our employees’ marriage or civil partnership.

Pregnancy and Maternity

This protected characteristic covers the course of a pregnancy, and any illness suffered as a result of the pregnancy or because a woman is exercising or is seeking to exercise the right to compulsory, ordinary or additional maternity leave.

Duloe Parish Council will ensure that people are treated with respect and dignity and that a positive image is promoted regardless of pregnancy or maternity; challenge discriminatory assumptions about the pregnancy or maternity of our employees; and ensure that no individual is disadvantaged and that we take account of the needs of our employees’ pregnancy or maternity.

Race

Race includes colour, nationality, ethnic or national origins.

Duloe Parish Council will challenge racism wherever it occurs; respond swiftly and sensitively to racists incidents; and actively promote race equality in the Parish Council.

Religion or Belief

Religion means any religion including lack of religion.

Belief is defined as any religious or philosophical belief including a lack of belief.

Duloe Parish Council will ensure that religion or beliefs and related observances of councillors and employees are respected and accommodated wherever possible; and respect people's beliefs where the expression of those beliefs does not impinge on the legitimate rights of others.

Sexual Orientation

The Act protects a person's sexual orientation towards:

- people of the same sex as him or her; people of the opposite sex from him or her;
- people of both sexes.

Duloe Parish Council will ensure to consider the needs of all sexual orientations.

It is important to note that carers are also protected through association to any of the 'protected characteristics' described above.

In addition, Duloe Parish Council recognises that there is a range of other groups/people that may face additional disadvantage and discrimination and will be considered when making decisions. These are:

- people who are rurally isolated
- people on low incomes/in poverty
- single parents
- people with a military background and their families
- ex-offenders (except where there is a known risk to children or vulnerable adults)
- gender identity
- gender expression

Objectives

To improve delivery, information and access to services Duloe Parish Council will:

- Ensure all councillors, employees, contractors and users of our services are informed about our Equality and Diversity Policy.
- Apply equal opportunities principles to work undertaken for the council by external contractors, other organisations in receipt of council funding and in work with our partners.
- Rectify any elements of our work which have the potential for discrimination and prejudice.

To promote equality and diversity with other partners Duloe Parish Council will:

- Promote tolerance and respect between diverse groups and individuals.
- Acknowledge and celebrate, wherever possible, the variety of lifestyles and cultures within the Parish.
- Challenge all forms of discrimination within the Parish Council and the wider community.
- Support the development of communities and assist them in challenging discrimination, harassment, bullying and violence.

Responsibility and Liability

All members of staff and councillors remain personally responsible for ensuring that they act within the law. The Parish Clerk is responsible for ensuring that staff perform their duties in a lawful manner and that staff and councillors are supported by appropriate equality and diversity training.

In certain circumstances, the Parish Council could be vicariously liable for actions carried out by staff purportedly in Duloe Parish Council's name. Any member of staff or councillor may be personally liable if, whilst on Council business and despite guidance and training from the Council, they behave illegally in respect of the Equality Act 2010.

Breaches of the Council's Equalities and Diversity Policy will be regarded as serious misconduct and could lead to disciplinary proceedings.

Councillors and employees are entitled to complain about discrimination or harassment or victimisation through the Parish Clerk or refer to the Council's Grievance Procedure as detailed in the Employee's Handbook.

Recruitment

Duloe Parish Council is an equal opportunities employer and will ensure that within the framework of the law that the council's recruitment process for staff and the co-option of councillors is free from unlawful or unfair discrimination.

Any recruitment advertisement will be non-discriminatory and will avoid any gender or culturally specific language and include a statement of commitment to equal opportunities, welcoming applications from all sections of the community.

Application forms should ask whether the applicant has been convicted of a criminal offence and if so, to give details. Under the Rehabilitation of Offenders Act 1974 a conviction can become spent. If so, the applicant is not obliged to disclose it. Job applications should not ask for the applicant's age.

During the interview process, candidates will be asked a standard set of agreed questions to avoid potentially discriminatory questions. Personal questions relating to the candidate's age, sex, sexual orientation, race, marital status, nationality, religion or belief, disability, membership, or non-membership of a trade union will not be asked.

Employment

All employees whether full-time, part-time, fixed contract, agency workers or temporary staff, will be treated fairly and equally. Selection for employment, promotion, training, remuneration or any other benefit will be based on aptitude and ability. 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.

Retirement

It is unlawful to terminate employment by retirement unless the employer can justify it, or the employee agrees to it.

Review

This Equality and Diversity Policy was reviewed by the Parish Clerk, and presented to Full Council held in September 2022, for approval and adoption. Future reviews will be done either bi-annually or when there are changes to current legislation, whichever is the sooner

References

- Equality Act 2010. Further information available: [here](#)
- National Association of Local Councils (NALC). Web site: [here](#)
- Legal Topic Note no.79 Equality Act
- Being a Good Employer

Signed: 

Name: Mr J P Hallworth

Position: Chair of Duloe Parish Council

Date: 17th April 2025

Review date: 2028.