



Equality & Diversity Policy

1) Introduction

i) Crewkerne Town Council is an equal opportunities employer. We are committed to equality of opportunity and to providing a service and following practices which are free from unfair and unlawful discrimination. The aim of this policy is to ensure that no applicant or member of staff receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance. It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.

ii) We value people as individuals with diverse opinions, cultures, lifestyles and circumstances. All employees are covered by this policy and it applies to all areas of employment including recruitment, selection, training, deployment, career development, and promotion. These areas are monitored and policies and practices are amended if necessary to ensure that no unfair or unlawful discrimination, intentional, unintentional, direct or indirect, overt or latent exists.

iii) The Town Clerk has particular responsibility for implementing and monitoring the Equality and Diversity in Employment Policy and, as part of this process, all personnel policies and procedures are administered with the objective of promoting equality of opportunity and eliminating unfair or unlawful discrimination.

iv) All councillors, employees, workers or self-employed contractors whether part time, full time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training, or any other benefit will be on the basis of 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 Town Council.

v) Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals in the Town Council as it seeks to develop the skills and abilities of its people. While specific responsibility for eliminating discrimination and providing equality of opportunity lies with the senior management team, individuals at all levels have a responsibility to treat others with dignity and respect. The personal commitment of every employee to this policy and application of its principles are essential to eliminate discrimination and provide equality throughout the Town Council.

2) Our Commitment as an Employer

i) To create an environment in which individual differences and the contributions of our staff are recognised and valued.

ii) Every councillor, employee, worker or self-employed contractor is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.

iii) Training, development and progression opportunities are available to all staff.



iv) Equality in the workplace is good management practice and makes sound business sense.

v) We will review all our employment practices and procedures to ensure fairness.

3) Our Commitment as a Service Provider

i) We aim to provide services to which all clients are entitled regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, offending past, caring responsibilities or social class.

ii) We will make sure that our services are delivered equitably and meet the diverse needs of our service users and clients by assessing and meeting the diverse needs of our clients.

iii) This policy is fully supported by the town councillors.

iv) This policy will be monitored and reviewed regularly.

v) We have clear procedures that enable our clients, candidates for jobs and employees to raise a grievance or make a complaint if they feel they have been unfairly treated.

vi) Breaches of our equality and diversity policy will be regarded as misconduct and could lead to disciplinary proceedings.

Adopted at the meeting of Full Council on: 26 June 2023, Min. No. 29/23-24 a).

This policy replaces the previous Equalities policy.

Review by: June 2027.