



NEWHAVEN TOWN COUNCIL

Equal Opportunities Policy

1. Policy statement and legal position

1.1. Newhaven Town Council is committed to the values of equality and diversity, and its approach is to cover the whole range from a failure of good manners to direct discrimination. It believes that equal opportunities are essential to the values that lie at the heart of the town council and, as such, should extend to the employment of its staff and its work with all individuals and organisations.

1.2. The town council will ensure every aspect of its governance and operation is free from unfair discrimination and will promote equality of opportunity both internally and in its work externally. It is unlawful to discriminate against an individual on the following grounds:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

Under the Equality Act 2010 these are known as “protected characteristics”.

1.3. Furthermore, the town council will not discriminate on the grounds of:

- ethnic or national origin
- political views and/or trade union membership
- HIV / AIDS status and other chronic illnesses
- family / caring responsibilities
- socio-economic status
- any other circumstances which are deemed discriminatory.

2. Scope

- 2.1.** All employees whether full-time, part-time, fixed term contract, agency workers or temporary staff, will be treated fairly and equally. Selection for employment, promotion, training, remuneration 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 council.

3. Our commitment

- 3.1.** Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated. This is further defined in the Dignity at Work policy adopted by the council.
- 3.2.** Breaches of our equal opportunities policy will be regarded as serious misconduct and could lead to disciplinary proceedings. Employees are entitled to complain about discrimination or harassment or victimization through the council's Grievance procedure.
- 3.2.** This policy will be monitored and reviewed annually (or as appropriate) to measure its effectiveness. The Personnel Committee will monitor the implementation of this policy in how it relates to staffing issues and in the recruitment and retention of staff.