

Haverhill Town Council

Equality and Diversity Policy

Adopted July 2021

Reviewed March 2025



HAVERHILL
TOWN COUNCIL

1 Policy Statement

1.1 Haverhill Town Council is committed to providing and promoting equal opportunities, eliminating discrimination and celebrating diversity amongst our community.

1.2 This policy aligns Haverhill Town Council, its workforce, the business it conducts and the services that it provides, with the legal duties specified within the Equality Act 2010, [including the Public Sector Equality Duty, Equality Act 2010 \(Amendment\) Regulations 2023 and the Worker Protection \(Amendment of Equality Act 2010\) Act 2023](#).

1.3 This policy aims to provide and promote equality and fairness; this will ensure that all persons are safeguarded from any form of discrimination, [whether direct or indirect](#), relating to the protected characteristics designated within the Equality Act 2010 - by age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sex or sexual orientation. We fundamentally oppose all forms of unlawful and unfair discrimination.

2 Haverhill Town Council as an employer

2.1 Our aim is that our workforce will be truly representative of the community from which it is drawn and each employee feels respected and able to give their best.

2.2 All employees, whether part-time, full-time or casual workers, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be based on their 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 organisation.

2.3 Our commitment:

- a. To create an environment in which individual differences and the contributions of all our staff are recognised and valued.
- b. Consider flexible working and reasonable adjustments when requested by staff.
- c. 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.
- d. Training, development and progression opportunities are available to all staff.
- e. Equality in the workplace is good management practice and makes sound business sense.
- f. We will periodically review all our practices and procedures to ensure fairness and adherence to any changes in the law.
- g. Breaches of this policy will be regarded as misconduct and could lead to disciplinary proceedings.

- h. The policy will be monitored and reviewed annually to ensure it is compliant with current equal opportunities legislation and follows best practices. Monitoring will include the review of this policy and any supporting plans, reviewing them annually and taking any necessary steps to address issues.
- i. Further information can be found in the staff handbook

3 Haverhill Town Council as a community leader and advocate

3.1 We are committed to creating a socially inclusive and cohesive community by:

- a) Promoting equal opportunity and equal access to employment, services and information.
- b) Making opportunities for training and development available to all staff so that best policies can be delivered.
- c) Identifying and addressing the barriers that different groups face to participation in community life.
- d) Working towards ensuring fair and equitable resources.
- e) Respecting, celebrating and acknowledging that diversity is a vital part of the strength of our community.
- f) Foster good relations between persons who share a relevant protected characteristic and persons who do not.
- g) Working with others to ensure that Haverhill is a safe place in which to live, work or visit.
- h) Listening and responding to the views of our communities through appropriate and widespread consultation and participation mechanisms, which are accessible to all.
- i) Ensuring the communications we produce and the events we hold positively reflect and promote the diversity of our communities and are fully accessible.
- j) Publish and then review and update every four years specific equality information and objectives.

4 Haverhill Town Council as a service provider

4.1 We are committed to ensuring that our services are accessible to all and responsive by:

- a) Ensuring that we deliver our services in ways that are sensitive to customers' needs.
- b) Ensuring that all employees, contractors and partners have the information they need to provide equality of opportunity and that this is reflected in their conduct. The Council will require, where legally possible, partners and contractors to have equal opportunities policies, and will seek sufficient information and evidence that compliance with equalities legislation is genuine.
- c) Ensuring that all those in the community can visit the Arts Centre, The Zone and Clements Community Centre.
- d) Ensuring that the information we provide about our services is accessible to our community.
- e) Consulting and involving all sections of our community in the development and monitoring of our policies and services in ways that enable people to participate.
- f) Ensure that acts of harassment, bullying and discrimination are dealt with as misconduct under the council grievance procedures. The council reserves the right to

take steps to protect staff and the public and will follow their protection guidelines where appropriate.

5 Equality Objectives

- 5.1 Training – set a standard for repeat training for staff and councillors
- 5.2 Monitoring of recruitment and selection.
- 5.3 Appoint a Councillor as Equality Champion

Reviewed by Haverhill Town Council at its meeting held: 25th March 2025

Review Date: 25th March 2026