

EFFINGHAM PARISH COUNCIL

STATEMENTS OF GUIDANCE AND POLICY

6. Equality

Effingham Parish Council is committed to playing its part in tackling discrimination and providing equality of opportunity for all; the purpose of this policy is to ensure that everyone who comes into contact with Effingham Parish Council is treated equally.

It is unlawful to discriminate against any individual(s) on the following grounds, as defined by Equalities legislation:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Marriage and civil partnership

GUIDANCE STATEMENT

Effingham Parish Council, its officers and councillors are opposed to all forms of unfair and unlawful discrimination and are committed to the promotion and delivery of equal opportunities in the work place and in our contacts and transactions with the public.

WHAT TO DO IF YOU DETECT A POSSIBLE CASE OF UNLAWFUL DISCRIMINATION

If you detect a possible instance of unlawful discrimination involving an officer or councillor report the matter at once to one (or more) on the list below:

- Clerk (unless the complaint is about the Clerk)
- If the complaint is about the Clerk the complaint should be addressed to the Chairman (or the Vice Chairman in the absence of the Chairman)
- Monitoring Officer, Guildford Borough Council, if the complaint is about a parish councillor
- Police

HOW THE PARISH COUNCIL WILL RESPOND

The Chairman (or in his absence the Vice-Chairman) will determine the nature and sequence of the investigations relevant to each case, and will take the lead throughout the process.

The matter raised may be dealt with by being: -

- investigated internally
- referred to the Monitoring Officer at Guildford Borough Council
- referred to the Police

Initial enquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take. The person undertaking the preliminary enquiry will contact you to understand the complaint more fully and if appropriate undertake an investigation.

The Parish Council accepts that you need to be assured that the matter has been properly addressed. Subject to legal or contractual constraints, you will receive information about the outcomes of any preliminary enquiries and investigations.

HOW THE MATTER CAN BE TAKEN FURTHER

The Parish Council will look into all reasonable concerns and hopes its enquiries and investigations will satisfy you. If you are not satisfied, and if you feel it is right to take the matter outside the Parish Council, the following are possible contact points:

- Monitoring Officer, Guildford Borough Council
- Police
- Professional Organisation
- Charity "Public concern at work" 0207 404 6609

If you do take the matter outside the Parish Council, you need to ensure that you do not disclose confidential information.

Adopted by Effingham Parish Council at its meeting on 30.10.2018

Minute 336/18