

**Frodsham Town Council**  
**Equality & Diversity Policy**  
[Pursuant to Equality Act 2010]



## 1. The Policy

- 1.1. Frodsham Town Council (FTC) recognises that diversity of Frodsham's community and its workforce is among its greatest strengths.
- 1.2. As a provider of a range of services, FTC is committed to equality and will strive to tackle inequality, discrimination & disadvantage for anyone who lives in, works in or visits Frodsham.
- 1.3. FTC strongly believes that Frodsham's community and workforce should not countenance discrimination or receive less favourable treatment on grounds of age, colour, disability, ethnicity, gender reassignment, marital / civil partnership status, nationality, pregnancy / maternity, political belief, race, religion, sex, sexual orientation or trades unions activity.

## 2. Aim of the Policy

- 2.1. The Policy aims to ensure that the Council's practices adhere to prevailing equality & diversity legislation.

## 3. Achieving the Policy's Aim

- 3.1. FTC will work closely with its partners to:

- i. Promote equality and to achieve the highest possible standard of service delivery and employment practice; and
- ii. Identify and address areas of inequality.

### 3.2. *Service Delivery*

- i. FTC will make every effort to ensure that its services, including those delivered in partnership with other agencies, are available to everyone equally, with no one being disadvantaged by unjustifiable conditions on grounds of age, colour, disability, ethnicity, gender reassignment, marital / civil partnership status, nationality, pregnancy / maternity, political belief, race, religion, sex, sexual orientation or trades unions activity.
- ii. FTC will ensure that its employees, contractors & partners are fully informed of its Equality & Diversity Policy and of the Council's expectation that this is reflected in its partners' and contractors' conduct. Where legally possible, the Council will require partners & contractors to have an Equality & Diversity Policy in place and will seek evidence of compliance with legislation.

### 3.3. *Employment*

- i. FTC will promote fair employment practices and create an organisation that is:
  - Aware of and committed to equality & diversity; and
  - Delivers its Public Sector Equality Duty.
- ii. FTC will endeavour to ensure that no Council employee or job applicant receives less favourable treatment on grounds of age, colour, disability, ethnicity, gender reassignment, marital / civil partnership status, nationality, pregnancy / maternity, political belief, race, religion, sex, sexual orientation or trades unions activity. To achieve this, the Council will:
  - Ensure that its recruitment, selection & training policies & procedures are fair and non-discriminatory and enable the appointment of the best person for the job;
  - Where appropriate, consult with Cheshire Association of Local Councils and other relevant agencies to identify gaps in its employment policies and take action to remedy them;
  - Consider any request for flexible working, job-sharing, travel arrangements and leave for child / dependant care sympathetically; and
  - Guarantee interviews for disabled applicant(s) who meet the essential criteria for a job.

## 4. Achieving Higher Standards

- 4.1. FTC will continue its efforts to raise the standard of its service delivery & employment practice by:
- i. Improving the way the Council listens to and engages with its employees, communities & partners to develop, implement and review policies and to inform the commissioning of services through:
    - Knowing who makes up the different communities in Frodsham;
    - Ensuring that communities have easy access to information; and
    - Enabling communities to have their say through consultation.
  - ii. Providing inclusive and responsive customer services through:
    - Understanding our customers needs;
    - Improving access to services for our customers;
    - Working with our partners to improve our customers' experience; and
    - Empowering staff to meet service expectations.
  - iii. Responding to the impacts on people by ensuring that we:
    - Have a fair process for making decisions that take the needs of people into account; and
    - Understand the impact of our decisions by knowing our communities & their needs.
  - iv. Improving the quality, collection, monitoring & use of equality data to provide an evidence base that will enable effective policy decisions and good quality service delivery.

## 5. Roles & Responsibilities

5.1. *Town Councillors* will take the lead in:

- i. Promoting equality; and
- ii. Decision-making & monitoring of services, ensuring that equalities issues are given due consideration within their area of responsibility.

5.2. *Town Clerk / Responsible Finance Officer* will actively support the Councillors by:

- i. Ensuring the Council works in accordance with this policy;
- ii. Monitoring performance of the Council's services, identifying any areas for improvement and advising on action needed for compliance with equalities legislation;
- iii. Establishing & maintaining consultation with minority groups where appropriate; and
- iv. Ensuring that employees are adequately trained to meet the requirements of this Policy.

5.3. *Other Employees* will be responsible for:

- i. Implementing this Policy as an integral and core element of the work of the Council; and
- ii. Seek training opportunities and personal development, as appropriate.

## 6. Implementing, Monitoring & Reviewing the Policy

6.1. The Council will ensure that all its policies & procedures are consistent with the requirements of this Policy.

6.2. FTC's Complaints & Dispute Resolution Policy & Procedure is available on the Council's website or can be obtained by application to the Council Office (see contacts details below).

6.3. The policy will be reviewed on an annual basis and updated as necessary.

### Relevant Legislation & Guidance

- Equality Act 2010: <http://www.legislation.gov.uk/ukpga/2010/15/contents>
- Equality & Human Rights Commission [EHRC]: <http://www.equalityhumanrights.com/advice-and-guidance/>

### Contact Details

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