



Minutes of the meeting of Hoveton Parish Council Friday 14th January 2022 at 3:30pm Meeting held at Hoveton Village Hall.

Present: Cllrs, Peter Howe (Chair), Alex Howe, Ann Rogers, Russell Reeve, Chris Marshall, Gerrard Mancini-Boyle.

In attendance: Mr Ben Bethell (Parish Clerk)

Members of the Public: Three members of the public.

1 ATTENDANCE

No apologies were received.

2 DECLARATIONS OF INTEREST

None

3 PUBLIC FORUM

Nothing raised.

4 PLANNING

4.1 PF/21/3232 – The Parish Council supports the application.

However, it must be noted that exit from the site can be dangerous owing to many drivers not being aware that priority is to Littlewood Lane, not from the estate. The give way line and signage requires review.

5 ADMINISTRATION

5.1 The Clerk proposed that ONE policy which encompassed equality, diversity and equal opportunities should be adopted. Councillors AGREED the proposed policy (attached).

5.2 See 5.1

6 FINANCE

6.1 The payment for Christmas signage (to be taken from the Chairman's Allowance) was APPROVED.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

Tel: 07572 349600

Email: clerk@hoveton-pc.org.uk

Equality, Diversity, and Equal Opportunities Policy

INTRODUCTION

Hoveton Parish Council (HPC) recognises that it has moral and legal responsibilities to be fair and is committed to promoting equality and tackling discrimination. This means treating people fairly, valuing difference and removing barriers that prevent people from participating fully in public life and reaching their full potential.

This policy outlines our legal responsibilities and the commitments we have made which help us to ensure equality is an integral part of the way we reach decisions, provide services, recruit staff and work with other organisations.

Implementation of this policy is the responsibility of Hoveton Parish Council through elected members, employees and others acting on its behalf.

EQUALITY – Refers to providing equal opportunities to everyone and protecting people from being discriminated against.

DIVERSITY – Refers to recognising, respecting and valuing differences in people.

INCLUSION – Refers to an individual's experience within his/her workplace, and in society, and the extent to which they feel valued and included.

LEGAL REQUIREMENTS

The Equality Act came into force from October 2010 and brings together all legal requirements on equality. Under the Act everyone has the right to be treated fairly at work or when using a service. It protects people from discrimination on the basis of certain characteristics, these are:

- age
- disability
- gender reassignment
- marriage & civil partnership
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex & sexual orientation

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

PURPOSE

The purpose of this policy is to provide equal opportunities to everyone involved with the Council, irrespective of their characteristics. It is, however, recognised that there are sometimes genuine occupational qualifications or objectively justified reasons for a different approach being taken - these should be clearly documented. We oppose all forms of unlawful and unfair discrimination whether it is direct or indirect discrimination, victimisation or harassment on the grounds of any of the protected characteristics defined in the Equality Act 2010.

OUR COMMITMENT

Staff and volunteers

- Every employee and volunteer is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- The commitment to equal opportunities in the workplace is good management practice and makes sound business sense as it seeks to utilise the talents available from the local community, representing society as a whole.
- Breaches of this policy will be regarded as serious misconduct and could lead to disciplinary proceedings. Employees and volunteers are entitled to complain about discrimination or harassment or victimisation.
- 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 and ensure engagement.
- HPC will ensure that staff recruitment and selection policies are fair and equitable. We will continue to evaluate our procedures to identify and remove barriers, eliminating discrimination.

Elected Members

- HPC will provide access to training and guidance to elected members so that they are aware of the Council's policies and their legal responsibilities and rights when exercising Council duties and functions.
- HPC will maintain a working/meeting environment that is inclusive, free of discrimination, harassment and bullying, where individuals are treated with dignity and respect.
- HPC will encourage elected members to highlight discrimination and challenge unacceptable language and behaviour.
- HPC will make reasonable adjustments where necessary, so that any obstacles a person faces as an elected member relating to a protected characteristic, are removed, reduced or prevented.

This policy is fully supported by all members of the Hoveton Parish Council and will be monitored and reviewed annually. HPC is committed to ensuring equality, fairness, inclusion and good relations are at the heart of everything we do.