Marlesford Community Council Equality and Diversity Policy 2026

Our Equality and Diversity policy statement

Marlesford Community Council is committed to eliminate unlawful discrimination and to encourage equality and diversity in the work of the Community Council Committee among both our members and the people living in the Parish.

Marlesford Community Council sets out our commitment and the objectives we aspire to meet as follows

- To create an environment in which individual differences and contributions are recognised and valued.
- Everyone is entitled to dignity and respect. No form of intimidation, bullying or harassment will be tolerated.
- Training and opportunities are available to all committee members.
- We will review all our practices and procedures to ensure fairness.
- Breaches of our equality policy will always be addressed and remedial action taken
- Marlesford Community Council will deliver services that meet our equality objectives

Introduction

The purpose of this policy is to set equality and fairness standards in all aspects of our work and not to discriminate on grounds of the Equality Act 2010 protected characteristics of gender, marital and civil partnership status, pregnancy and maternity, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age. All volunteers and members of the community and neighbourhood will be treated fairly and with respect. Everyone is entitled to an environment that promotes dignity and respect to all.

The Committee respects the diversity of society in all aspects of our work and aims to increase the diversity on the Committee.

The Committee is committed to policies aimed at compliance with the Equality Act 2010.

The Committee opposes all forms of unlawful and unfair discrimination.

Management responsibilities

Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Community Council Committee Chair. Committee members will ensure that they operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination.

The Council will ensure that:

- all members of the community and neighbourhood are aware of the policy and the arrangements, and the reasons for the policy;
- grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;
- proper records are maintained.

Community Council Committee members responsibilities

Responsibility for ensuring that there is no unlawful discrimination rests with all members and the attitudes of members are crucial.

In particular, all members should:

- comply with the policy and arrangements;
- not discriminate in their day to day activities or induce others to do so;
- inform the Chair if they become aware of any discriminatory practice.
- not victimise, harass or intimidate other people or groups who have, or are perceived to have one of the protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.

Harassment can include any unwanted verbal or physical abuse or advances which an employee may find offensive and makes them feel threatened, humiliated, patronised or distressed. It is not a defence that such incidents were treated as a joke or were not intended to be offensive.

Third-party harassment occurs where a person is harassed in relation to a protected characteristic by third parties. The Committee will not tolerate such actions against its members of the community and neighbourhood. The person experiencing harassment should inform the Council at once. The Committee will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

To meet our continuous improvement aim to ensure that discrimination does not occur, our policies and services as appropriate will be subject to Equality Impact Assessments (see Appendix A). Any discriminatory elements of policies and services will be removed and additional work undertaken to promote equality of opportunity.

Rights of disabled people

The Community Council attaches particular importance to the needs of disabled people.

Under the terms of this policy, the Council is required to

- make reasonable adjustments to enable disabled volunteers and members of the community and neighbourhood to participle and enjoy the activities promoted by the Community Council
- give full and proper consideration to disabled people who apply for roles on the Committee and make reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the role.
- make reasonable adjustments to maintain the services of committee members who becomes disabled, for example, the timings of meetings and provision of special equipment

Signed (chair) : Ross Proctor [signed electronically]

On behalf of Marlesford Community Council Committee

Date : 14 January 2026

Review Date : 13 January 2028

Appendix A

EQUALITY IMPACT ASSESSMENT

Name of the proposed new or changed, policy, strategy or service being assessed:

Date:

Assessment completed by:

Section A

Issues for which action needs to be agreed. Does the service affect one group less or more favourably than another on the basis of:	Yes/ No	Justification & data sources including nature of impact and provisions in place to mitigate impact.
Race, ethnic origins (including gypsies and travellers) or nationality		
Sex		
Pregnancy or maternity		
Marriage or civil partnership		
Sexual orientation including lgbtqia+		

Religion or belief		
Age		
Disability learning disabilities, physical disability, sensory impairment and mental health problems		
Economic/social background		
Human Rights – are there any issues which may affect human rights	Yes/ No	Justification & data sources. Include the nature of impact. Also record provisions already in place to mitigate impact.
Right to Life		
Freedom from Degrading Treatment		
Right to Privacy or Family Life		

Section B - Nature of Impact, and Mitigation Action plan

Nature of Impact	Evidence	Action/ Stakeholder involvement	Cost/Timescale	Risk Score L/M/H
Race, ethnic origins (including travellers) or nationality Potential for indirect discrimination for anyone with English as a second language				