

# Bures Joint Cemetery Authority

[www.bures.onesuffolk.net](http://www.bures.onesuffolk.net)

## EQUALITY AND DIVERSITY POLICY

**Bures Joint Cemetery Authority acknowledges its responsibilities under the Equality Act 2010 and the obligations of the Public-Sector Equality Duty in Section 149, which includes both services and employment.**

### LEGAL POSITION

It is unlawful to discriminate against an individual on the following grounds:

age  
disability  
gender reassignment  
marriage and civil partnership  
pregnancy and maternity  
race  
religion or 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 all employees, irrespective of their characteristics (unless there are genuine occupational qualifications or objectively justified reasons for a different approach to be taken). We oppose all forms of unlawful and unfair discrimination whether it be direct or indirect discrimination, victimization, or harassment on the grounds of any of the protected characteristics defined in the Equality Act 2010.

**SCOPE** All employees whether full-time, part-time, fixed term contract, agency workers or temporary staff, will be treated fairly and equally. Selection for employment, promotion, training, remuneration or any other benefit will be on the basis of 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 Authority.

### SERVICES

Part 3 of the 2010 Act prohibits discrimination, harassment, and victimisation by providers of a service to the public or a section of the public (for payment or not). As confirmed by section 31, the ‘provision of a service’ includes a reference to (i) the provision of goods and facilities, (ii) the provision of a service in the exercise of a public function, and (iii) the exercise of a public function that is not the provision of service.

A person is protected both when requesting a service and during the course of being provided with a service, and when the service is terminated. Section 29 of the 2010 Act confirms that refusing to provide or not providing a service includes providing a person with a service of different quality, or in a different way or on less favourable terms than the service would normally be provided is unlawful.

Section 158 permits a person (e.g. a council) to take positive action in general for the advancement of equality.

## **OUR COMMITMENT**

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.

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 our equal opportunities policy will be regarded as serious misconduct and could lead to disciplinary proceedings. Employees are entitled to complain about discrimination or harassment or victimization through the Authority's Grievance procedure.

This policy is fully supported by all Members of the Authority and adopts the model contract as devised by the employee professional body in the local government sector (the Society of Local Council Clerks). The policy will be monitored and reviewed annually. Other Personnel policies will be reviewed against the values stated in this main Equal Opportunities policy to ensure that the Authority strives to remain an Equal Opportunities employer.

Reviewed and Adopted 9<sup>th</sup> June 2025

Next Review date: June 2026