

## **Corporate Equality and Diversity Framework: summarised version**

For the full version of the Equality and Diversity Framework, please go to: <http://tinyurl.com/cornwalleqframework>, phone 01872 322223 or email [equality@cornwall.gov.uk](mailto:equality@cornwall.gov.uk)

### **Introduction:**

The Equality and Diversity Framework is the Council's statement and approach to equality and diversity.

It was updated in December 2011 to include the legal requirements set out in the Equality Act (2010). The latest version 5 of December 2017 was updated to reflect internal changes at the Council and changes to Council strategy.

The Framework covers everyone who uses the Council's services, our facilities and accesses our information, or in other words,

- Service users and customers of the Council
- Members of the public
- Partners and other stakeholders
- Contractors who deliver services on behalf of the Council
- Council employees
- Cornwall Council Elected Members

### **The Framework's Statement:**

We are committed to promoting equality of opportunity, fostering good relations and will eliminate discrimination in service provision and employment for the following groups of people as it is described in the Equality Act:

- People of all ages;
- Women and men;
- Women who are pregnant, or who have given birth and/or are breastfeeding
- People who have undergone, are undergoing or are proposing to undergo a process to reassign their sex (gender reassignment);
- Those who are married or in a civil partnership (protected in employment only)
- People from ethnic minority groups;
- Lesbian, gay, bisexual and heterosexual people;
- People with a religious faith and those who have none;
- People with a physical and/or learning disability and
- People with mental ill health

In addition to this, Cornwall Council will also take full account of those people in our communities that identify themselves as Cornish and who consider themselves, a minority group. We will collect data about Cornish ethnicity and encourage our partners to do so.

### **The five principles of the Framework:**

#### **Principle 1: Ensuring we work in a non-discriminatory environment and model best practice**

It is everyone's responsibility to:

- treat everyone with dignity and respect
- think about how our actions affect others
- help people change for the better by challenging unacceptable behaviour or language
- be knowledgeable by taking personal responsibility for own training around equality and diversity (mandatory training for all Council staff and managers is in place)

Relevant Policies and Guidance: Member Code of Conduct, Employee Code of Conduct, Safeguarding Policy, Customer Promise

**Principle 2: Ensuring all our decisions are based on evidence through the Comprehensive Impact Assessment process**

The Council has developed and introduced a Comprehensive Impact Assessment (CIA) template, resources and training.

We will:

- Ensure a CIA is carried out for all policies, projects and programmes of work
- Reject any Committee paper which does not have an CIA attached (except where there are exemptions agreed)
- Publish all CIA's on the internet
- Ensure the voluntary and community sector have opportunities to be involved in the quality assurance and challenge process of CIAs.

Relevant Policies and Guidance: CIA guidance and Policy Development toolkit.

**Principle 3: Responding to and learning from complaints and incidents in a positive and pro-active way**

Everyone has the right to complain about discrimination and harassment in good faith, without being victimised at any time.

We will:

- handle complaints and grievances properly
- resolve matters positively
- respond to incidents of prejudice/hate crime

Relevant Policies and Guidance: Listening and Learning: Compliments, comments and complaints policy and procedure, Grievance procedure, Employee Code of Conduct, Member Code of Conduct, Customer Promise

**Principle 4: Providing access to services, facilities and information**

We will take steps to improve access to services, facilities and information and be honest about what we can and cannot do:

We will:

- involve people in the design, prioritisation and delivery of services
- monitor and review services regularly to identify any under-representation or discrimination
- make sure information is accessible using Plain English and other accessibility standards
- provide alternative formats, translations and interpreters when needed

- make sure buildings are accessible and welcoming to disabled people
- make sure meetings and events are easy to access

Relevant Policies and Guidance: Disability Cornwall accessible events guide, Translation and Interpretation Policy, Customer Promise

**Principle 5: Recruiting and employing people fairly**

Cornwall Council will make sure that we provide equality of opportunity to all in employment.

We will:

- advertise jobs openly
- use non-discriminatory job criteria
- take positive action to ensure a diverse workforce
- apply fair selection procedures
- monitor and review employment practice
- make reasonable adjustments
- support staff through networks

Relevant Policies and Guidance: Employee Handbook

**Monitoring:**

Cornwall Council's Corporate Equality and Diversity Steering Group will ensure that the ambitions set out in the Framework are delivered and implemented.

Staff and members who behave contrary to the principles set out in this framework will be subject to disciplinary action or reported to the Council Monitoring officer who deals with Member code of conduct.

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