

Wycombe District Council

Equality and Diversity – Employment Statement

Equality & Diversity are key ingredients in building a diverse, competent workforce, excellent customer focused services and promoting the general well-being of Wycombe's communities and its citizens.

The Council is committed to valuing others and treating them with respect.

Principles

- The Council recognises the value of a workforce in which people from diverse backgrounds are encouraged to introduce fresh ideas and contribute to delivering excellent public services.
- Staff work in a supportive and safe environment, recognising their responsibility to value and respect each other's contributions.
- Standards of conduct are expected to be of the highest level to ensure that no-one is harassed, bullied or victimised.
- The Council is in favour of a workforce which reflects the make-up of the local population and compares well with other Councils.

Aims

That no job applicant, temporary worker or employee receives less favourable treatment on the grounds of age, disability, gender and transgender status, race and ethnicity, religion and belief (including no belief), marriage or civil partnership status or sexual orientation.

1. Workforce strategy

The Council's strategy aims to continue to develop a culture and people management practices which will embed equality objectives and behaviours at all levels of the organisation and attract and develop leaders who reflect the diversity of our community and workforce.

2. Recruitment and Selection

The Council will aim to ensure that all recruitment and selection procedures operate fairly and transparently with appointment being made on merit.

Where vacancies arise, candidates with disabilities who meet the minimum criteria for the role will be invited for interview and considered on their abilities in relation to the requirements of the job. Reasonable adjustments may be made to the recruitment process. In addition, adjustments to premises,

equipment or working practices may be made to enable a person with a disability to carry out the work.

3. Training and Development

- The Council is committed to the continual professional and personal development of every employee. The Performance Management Framework and Personal Development Planning process aims to support employees to undertake the training and development they need to achieve and maintain a high standard of performance, further develop their skills and support their career development.
- The Council provides a flexible package of training and development to support individual needs. Equality training is provided to support excellent service delivery.
- Promotion of existing employees will be based on merit.

4. Working Environment

- **Pay** - We are committed to the principle of equal opportunities in employment. We believe that all employees should receive equal pay for carrying out the same or broadly similar work, or for work rated as equivalent or of equal value. In order to achieve equitable pay the Council's pay policy and practice aims to operate fair and just pay and reward systems which are transparent, based on objective criteria and free from bias.
- **Policies** - The Council has developed policies and practices to take account of individual circumstances and support the wellbeing and work life balance of its staff. These include flexible working, job sharing, dependent care leave, and health related benefits and activities.
- **Disabled Employees** - The Council will aim where possible to retain the services of an existing employee who becomes disabled through adjustments and/or consideration of suitable alternative work and appropriate training.

5. Consultation

The Council informs and consults with its employees in order to support understanding, trust, decision making and good employment relations. Staff representatives will be consulted on the development of all Council policies on employment. Where there are significant changes proposed to employment policies account will be taken of the equality impact.

6. Monitoring

The Council will monitor by race and ethnicity, age and gender the following:

- Recruitment and selection activity

- Make-up of the workforce
- Take up of training and development
- Incidents of harassment and bullying
- Disciplinary and grievance cases
- Staff turnover.

Note: The Council's Equality & Diversity Vision and Policy is set out in full in the Equality & Diversity Framework 2016.