

Equal Opportunities

Birmingham City Council is committed to equality and diversity in employment and service provision and will ensure compliance with all legislation covering anti-discrimination and assesses suppliers' and providers' commitment to these aims and values. All groups within our communities whatever their age, ethnic origin, gender, disability religion and sexual orientation, may quite properly expect high quality goods and services which suit their needs.

There is evidence that in organisations where there is a positive organisational culture, employees feel valued and are more productive than ones where time and energy are spent dealing with issues of unfair treatment.

As a minimum, organisations should have an equal opportunities in employment and service delivery policy, an equal pay policy and a policy to deal with harassment and bullying in the organisation.

The policy should be circulated to all employees in order that each member of the organisation understands the role they are expected to play in the organisation's desire to operate an effective equal opportunities policy.

The Equality and Human Rights Commission (EHRC)

One of the key roles of EHRC is to provide advice and guidance on rights, responsibilities and good practice, based on equality law and human rights.

The EHRC have written a series of guidance good practice information to help you understand and use the Equality Act 2010 which brings together lots of different equality laws, many of which we have had for a long time. By doing this, the Act makes equality law simpler and easier to understand.

Protected Characteristics

The Equality Act 2010 protects people with different protected characteristics from discrimination when they use services. The protected characteristics are;

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Employment

Whether you employ full-time, part-time or temporary staff, you should be aware of the rights they have to fair treatment at work. The main areas in which discrimination in employment can arise are;

- Recruitment
- Managing workers

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- Working hours, flexible working and time off
- Pay and benefits
- Career development – training, promotion and transfer
- Dismissal, redundancy, retirement and after a worker has left
- Religion or belief

For guidance and good practice information relating to employment visit www.equalityhumanrights.com/advice-and-guidance/before-the-equality-act/guidance-for-employers-pre-october-10

Equal Pay

The term equal pay is used specifically to mean making sure that women and men who are doing equal work receive the same rewards under their contracts of employment.

Equal pay applies to everything the employee receives under their contract, not just money paid to them, such as holiday entitlement.

Service Delivery

A service provider is any organisation that provides goods, facilities or services to the public, whether paid for or free, no matter how large or small the organisation is. The definition of 'service provider' is quite broad: it includes most organisations that deal directly with members of the public.

Whether you run or work in a business, the public sector, a voluntary or community sector organisation or a club or association, the way you deliver your services matters.

When developing your equal opportunities policy and planning the delivery of services you will need to consider the following.

- Advertising and marketing
- Written information and websites
- Where you deliver your services
- Staff behaviour

For guidance and good practice information relating to service providers visit www.equalityhumanrights.com/advice-and-guidance/service-providers-guidance

What to do if someone says they've been discriminated against?

Every organisation should have a complaints policy and procedures in place. All complaints regarding discrimination should be thoroughly investigated and disciplinary procedures should be invoked in all cases of discrimination.

For further information about complaints policy and procedures see the Culture Commissioning Service Complaints procedure guidance available at www.birmingham.gov.uk/artscommissioning