



Sexual Harassment Policy

Policy and Finance Approved: October 2024
Due for next Review: October 2027

1. Purpose

- 1.1 The Council wishes to promote a safe and inclusive work place and all members of staff are entitled to be treated with dignity and respect in the workplace. This includes freedom from sexual harassment, feeling safe and supported, and having access to redress if such behaviour occurs.
- 1.2 Sexual harassment is unlawful under the Equality Act 2010, and more particularly under the Worker Protection (Amendment of Equality Act 2010) Act 2023, and the Council will not tolerate it.
- 1.3 The law requires employers to take reasonable steps to prevent sexual harassment. Consequently, the Council will take all necessary action to prevent it and has clear reporting procedures in place.
- 1.4 The Council holds overall responsibility for the operation of this policy, though implementation may be delegated.
- 1.5 Instances of sexual harassment or victimization will be taken seriously and may lead to disciplinary action, including dismissal.
- 1.6 The policy is regularly reviewed to remain up to date and monitor its effectiveness.

2. Scope

- 2.1 The Council condemns all forms of sexual harassment, ensuring a safe and supportive environment for employees, workers, volunteers, contractors, and others engaged with the Council.

3. Definitions

- 3.1 Sexual harassment is unwanted conduct of a sexual nature that violates a person's dignity or creates an intimidating, hostile, or offensive environment.
- 3.2 It may occur between employees, agents, or third parties and does not need to be face-to-face.
- 3.3 Victimization occurs when someone is subjected to detriment because they undertook a protected act under the Equality Act 2010.



4. Circumstances Which Are Covered

- 4.1 This policy applies to behaviour in work-related settings, social functions, or outside work where relevant to a person's role or professional relationships.

5. Third-Party Sexual Harassment

- 5.1 Third-party harassment occurs when an employee is harassed by someone outside the workforce.
- 5.2 The Council will not tolerate third-party harassment and will take steps to prevent it, including placing signage and informing suppliers of its zero-tolerance policy.
- 5.3 Employees are encouraged to report any incidents of third-party harassment.
- 5.4 Criminal acts will be reported to the police, and harassment by the public will result in warnings or bans.
- 5.5 Complaints against third parties such as suppliers and contractors may result in their removal from the Council's premises and / or cancellation of contracts.

6. Disciplinary Action

- 6.1 Disciplinary measures will be taken if allegations of harassment or victimization are found to be true, up to and including dismissal.
- 6.2 Disciplinary action will also apply if complaints are found to be untrue and malicious.
- 6.3 Sexual harassment of third parties by employees may lead to disciplinary action and potentially will be reported to the Police.