



YORLMC Ltd
Equality, Diversity and Inclusion policy

YOR Local Medical Committee Limited (YORLMC Ltd) works in conjunction with Bradford & Airedale Local Medical Committee (BA LMC) and North Yorkshire Local Medical Committee (NY LMC) and is the professional voice for all NHS GPs and practice teams across the areas of North Yorkshire, the City of York, Bradford, Airedale, Wharfedale & Craven districts. YORLMC Ltd is a gateway to pastoral care and provides personal and confidential support for GPs and practices in difficulty or experiencing major change. It also provides personal advice and support for practices on a wide range of issues.

YORLMC, as the professional voice for all NHS GPs and practice teams across North Yorkshire, the City of York, Bradford District and Craven, is committed to fairness in all its activities.

The aim is for YORLMC to be truly representative of all sections of General Practice, and for everyone to feel respected and able to give their best.

YORLMC is committed to ensuring that all individuals and organisations with which it engages are treated equally, regardless of gender, sexuality, race, religion, ethnicity, age or disability.

YORLMC acknowledges that its provision of services will be enhanced when its activities reflect the diversity of its constituents.

Our policy's purpose is to:

- Ensure equality, diversity and inclusion, fairness and respect for all constituent GPs, their practice teams, elected LMC members, employees or contractors working with YORLMC Ltd, whether temporarily, part-time or full-time
- Not unlawfully discriminate, in accordance with the protected characteristics set out in the Equality Act 2010 including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation)
- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or developmental opportunities.

Our commitments:

- to encourage equality, diversity and inclusion within YORLMC Ltd, the 2 LMCs and the Corporate Affairs Team and this is good practice and makes good business sense

- to create an environment free of bullying, harassment, victimisation and unlawful discrimination, promoting and ensuring the maintenance of dignity and respect for all, and acknowledging and valuing individual differences and the contributions made by all
 - These commitments include training LMC Members, Officers, Directors, Contractors and employees about their rights and responsibilities set out in this policy
 - All LMC Members, Officers, Directors, Contractors and employees shall conduct themselves in a manner that ensures equal opportunities are applied across all areas of YORLMC Ltd and aims to prevent bullying, harassment, victimisation and unlawful discrimination
 - Any LMC Members, Officers, Directors, Contractors and employees shall be held accountable for any acts of bullying, harassment, victimisation and unlawful discrimination against any fellow LMC Members, Officers, Directors, Contractors, employees or constituents during the course of YORLMC's activities.

- to take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by any LMC Members, Officers, Directors, Contractors, employees or constituent during the course of the LMC's activities
 - Such acts will be dealt with as misconduct in accordance with YOR LMC's grievance and/or disciplinary procedures
 - Any reported sexual harassment, harassment or sexual assault complaints will be dealt with in accordance with the Protection from Harassment Act 1997 and will be deemed a criminal offence

- to create opportunities for training, development and progression within YORLMC Ltd for all LMC Members, Officers, Directors, Contractors and employees to encourage them to develop their potential so their knowledge and skills are fully utilised to support the development and effectiveness of the LMC

- To make decision concerning all LMC Members, Officers, Directors, Contractors and employees based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act)

- to review this policy and any employment policies and procedures when necessary to ensure they reflect changes to new guidance and the law

- to ensure that representation of LMC Members, Officers, Directors, Contractors and employees in terms of age, sex, ethnic background, sexual orientation, religion or belief, and disability are fairly represented, as set out in this policy

- to establish appropriate monitoring of this policy across YORLMC Ltd to assess its application across all staff and take appropriate action as necessary to address any concerns.

Our commitment to follow this policy:

- Breaches of this policy will be dealt with as misconduct under YORLMC Ltd grievance and disciplinary procedures, and appropriate action will be taken
- In the event of any dispute, the details of YORLMC's dispute resolution policy can be found [here](#).

Any application of YORLMC Ltd's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

If you feel you are being harassed, bullied or otherwise discriminated against by someone associated with YORLMC Ltd, or you are aware of others being subjected to such treatment, we strongly encourage you to raise this with us.

You may wish to consider first whether you feel able to address the problem informally with the person responsible. If so, you should explain clearly to them that their behaviour is not welcome or makes you uncomfortable.

However, if this is difficult, embarrassing, or uncomfortable, employees of YORLMC are encouraged to speak to their line manager. LMC Members are encouraged to speak to their LMC Chair, or YORLMC's Medical Secretary who can provide confidential advice and assistance. They can be contacted via the [Corporate Affairs Team](#)

If informal steps are not appropriate, or have not been successful, the matter can be escalated and formally presented as a complaint in writing to the Chief Executive. Their contact details are available [here](#)

You can be assured, that such complaints will be investigated in a timely and confidential manner. Where possible, the investigation will be conducted by someone with appropriate experience and no prior involvement in the situation. Details of the investigation, your name and the name of the other party named in the complaint will only be disclosed on a "need to know" basis (which may include enabling the other party to properly to answer the complaint). We will of course, consider with care whether any steps are necessary to manage the ongoing relationship between you and the other party during the period of any investigation.

Once an investigation is complete you will be informed of its outcome. If it is found that you have been harassed, bullied or otherwise discriminated against by a Member, Officer or employee of YORLMC the matter will be dealt with under the Disciplinary Procedure. If the harasser, bully or discriminator is a third party, we will consider what action would be appropriate to deal with the problem.

Whether or not your complaint is upheld, we will consider how best to manage any ongoing relationship between you and the other party concerned.

YORLMC recognises that certain treatment of or by particular individuals is unlawful. Further information of the legal definition of such treatment is available from [Shanee Baker, LMC Law](#)

For the purpose of this policy, you are encouraged to raise all concerns you may have relating to any unwanted, inappropriate or improper conduct of which you are aware. It is imperative to us that we know about these matters so they should properly be addressed, regardless of whether or not legal protections and liabilities are triggered. We want anyone with concerns to come forward and anyone, who in good faith makes complaints or participates in any investigation, must not suffer any form or retaliation or victimisation as a result.

YORLMC has developed a Code of Conduct that provides guidance on expected behaviour and sets out standards of conduct that support our values in the work that we do. [Appendix 1 refers](#)

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