

SALISBURY CITY COUNCIL

Subject : Trans Inclusion Policy
Committee : Personnel Committee
Date : 28 March 2022
Author : Tracy Adams, HR Manager

1. Report Summary:

- 1.1. This report introduces a policy highlighting expectations and giving guidance for supporting trans people who are working at Salisbury City Council (SCC).
- 1.2. Trans people means anyone who feels that the sex they were assigned at birth, and the corresponding gender they were assumed to have, does not match or sit easily with their own sense of self

2. Background:

- 2.1. At the moment SCC do not have any guidance for managers on how to support trans people in the workplace. This may lead to unintentional mistakes being made which could breach the Equality Act 2010 and therefore result in a claim against the Council.
- 2.2. By having a policy demonstrating how the Council supports trans people shows the Council's approach. It may also attract more people to apply for jobs at SCC i.e. it demonstrates the Council have thought about supporting trans people.
- 2.3. To comply with Equality Act 2010, SCC should be clear on expectations of managers and staff to avoid costly claims
- 2.4. The policy is designed to be an information resource and provides background information, definitions of terms and where further support can be accessed. This will be useful not only for supporting staff but also in interacting with our Community.
- 2.5. The policy highlights areas where we are not able to enter gender marker's other than 'm' or 'f' but also a commitment to consider this when purchasing new software. This covers areas such as Payroll software or HMRC data. However where new software is considered, within SCC control, a question will be asked about options for entering gender identity.

3. Implementation:

- 3.1 If the policy is approved it is recognised that staff and manager support may need to be continued. HR Manager would support implementation by
 - 3.1.1 Delivering an awareness raising session to all staff and managers. This will provide the opportunity to ask questions in a safe space.
 - 3.1.2 Discussing the policy in the next SCC staff meeting for all staff to raise awareness
 - 3.1.3 Provide bespoke advice and guidance to individual teams and/or managers around staff support.

4. Recommendation:

It is recommended that:

- 4.1. The Personnel Committee to approve the Trans Inclusion Policy for implementation.

5. Wards Affected: All

6. Background papers: Doc 84705 – Draft Trans Inclusion Policy

7. Implications:

7.1. **Financial:** None

7.2. **Legal:** Discrimination claims may be more likely without such a policy (by staff or service users) as a result of lack of awareness

7.3. **Personnel:** Raises awareness of expectations and policy demonstrates Council's position to supporting trans people

7.4. **Environmental Impact:** None

7.5. **Equalities Impact Statement:** Equality Act 2010, gender reassignment is one of the 9 protected characteristics.