

LLANGENNITH, LLANMADOC & CHERITON COMMUNITY COUNCIL

Cyngor Cymuned Llangynydd, Llanmadog a Cheriton

Dignity at Work Policy

1. Purpose

Llangennith, Llanmadoc and Cheriton Community Council is committed to ensuring that all councillors, employees, volunteers and members of the public are treated with dignity, courtesy and respect.

The Council will not tolerate bullying, harassment, discrimination, intimidation or victimisation in any form.

2. Scope

This policy applies to:

- Councillors;
- Employees;
- Volunteers and contractors;
- Anyone engaged in Council business or attending Council meetings.

The policy covers behaviour in meetings, correspondence, online communication and all Council-related activities.

3. Standards of Behaviour

Everyone involved with the Council is expected to:

- Treat others respectfully and professionally;
- Listen to differing views courteously;
- Avoid offensive, intimidating or abusive behaviour;
- Comply with the Councillor Code of Conduct and relevant employment policies.

Examples of unacceptable behaviour include:

- Bullying or aggressive conduct;
- Personal insults or humiliation;
- Discrimination or harassment;
- Abusive emails, messages or social media comments.

4. Raising Concerns

Anyone who experiences or witnesses unacceptable behaviour should raise the matter with:

- The Clerk to the Council; or
- The Chair of the Council; or
- The Vice-Chair if the complaint concerns the Chair.

Concerns will be treated seriously, fairly and confidentially where possible.

The Council will seek to resolve issues informally where appropriate, but formal action may be taken if necessary.

Complaints regarding councillors may be referred to the Public Services Ombudsman for Wales.

5. Retaliation

No person will be treated unfairly for raising a genuine concern or assisting in an investigation.

6. Review

This policy will be reviewed periodically by the Council.

Adopted by Llangennith, Llanmadoc and Cheriton Community Council

Date: 3rd June 2026

Review Date: May 2027